



# Clear Lake Keys Property Owner's Association

## POA Board Business Meeting Minutes

Jan. 15, 2019

Meeting Starts 5:00 pm at the Keys Club

### MEETING RULES

Audio or video recording is not allowed by attendees. The Secretary will record the meeting and this recording will be kept for content backup of the meeting minutes, and to aid in the preparation of the minutes. As provided in the "Open Meeting Act", members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Attendees may address issues during the "Open Forum" portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting.

- 1. Meeting called to order by: **Mike Herman** at: **5:03 p.m.**
- 2. Pledge of Allegiance
- 3. Roll call of Board Members:

President: Mike Herman	X	Director: Ed Legan	A
Vice Pres: Kathy Meister	X	Director: Joe Stella	X
Treasurer: Debbie Changnon	X	Director: Dave Bligh	X
Secretary: Heidi Aragon	E/A	Members and Visitors:	5

#### 4. Consent Agenda:

**Meeting Minutes:** POA Business Meeting Nov. 13, 2018: MSP  
 POA Special Meeting Dec. 17, 2018: MSP

#### 5. Treasurer's Report: Clearlake Keys POA-Treasurer's Report, January 15, 2019

- 1. The January month totals are as follows:
  - a. Total cash on hand is \$266,508.76
  - b. At Year End the total amount in the Reserve Funds are as follows:
    - i. Reserve for equipment replacement is \$81,745.00.
    - ii. Channel Improvement Fund is \$49,630.98.
    - iii. Reserve for HWY 20 Lot Improvement is \$94.51.
    - iv. Reserve for Disaster Expenses is \$19,550.00.
    - v. Reserve for Attorney Expenses is \$1,300.00.
    - vi. Reserve for New Equipment is \$61,270.10.
    - vii. Reserve for Harvester Repairs is \$216.88.
    - viii. Reserve for Lot Abatement is \$13,740.00.

- c. As of Jan 15 total incomes were \$68.64.
  - d. As of Jan 15 total expenses were \$5,725.87
  - e. Net Income for the period was \$ -5,657.23 due to the change in the Reserve Fund.
  - f. The 2019 Budget needs to be reapproved at the March meeting.
2. POA has 2 CD's maturing on Jan. 20, 2019
    - a. Vote to move both CD's into checking account. MSP at Dec. 15, 2018 meeting
    - b. Designate one person as the annuitant
    - c. Document everything in the Minutes
    - d. Table Annuities for now – discuss with POA lawyer
  3. AB 29-12 took effect Jan. 1, 2019. New qualifications and regulations for POA's. Too much information to present at this meeting.
    - a. Recommend special meeting in Feb. 2019 to discuss
    - b. Professional management for implementation? Need to research. MSP

**6. Report of Committees**

- a. Assessment Management:** No checks in the bank, yet. Has collected total of 481 envelopes so far. Will know who is late by Feb. 1. Will also report how many have paid to date.
- b. Admiral & Channel Improvements Report:** Water level is coming up. Will get a new dump trailer in April from New Equipment Fund. Will supply prices at March meeting for Board approval vote. Mike Herman will purchase Aquatic weed permit in mid-Feb, along with boat stickers for 2019.
- c. Architectural Review:** Solar on Blue Heron installed. Another one to come on Everglade.
- d. Neighborhood Watch Report:** Attempted burglary o Surf. Travel trailer in Keys Lot stolen. Motor home camping on Marina. Major sewer problem on Marina reported and resolved. Boat & trailer on Spinnaker is finally gone. At the end of Surf, there is a large piece of concrete about to slide into the channel – Public Works is looking at it. No update from owner on construction on Island Circle.

**a. Summary 2017 vs 2018**

Item	2017	2018
Burglaries	10	3
Loose/sinking boats	8	6
Loose/sinking docks	10	1
Trees down	-----	5
Illegal vehicle parking	-----	Way down
Bad neighbors involving sheriff	1	6
Minor incidents	15	13

- e. Abatement:** Approved sending Pre-Lien Notices for Abatement fines to 7 property owners. 1 resolved – 6 don't know yet. County approved weed & brush abatement ordinance – effective May 15-Nov 1.

Height down 6" to 4". Gutter responsibility is property owners. Owners must clean up weeds – not leave them laying on property. POA will use these rules.

**f. Special Projects:**

- a. Early Warning System Update: Ed Legan – no report
- b. Fire Wise: Pam Kicenski – no report

**g. Newsletter :** Winter newsletter went out by Jan. 1, 2019. Input for the Spring newsletter will be needed after the March meetings.

**h. EaRTH: Meeting Report:** no meeting in January.

**7. Unfinished Business**

**a. Postage:** tabled to March meeting

**8. New Business:**

- a. Sewer at POA Lot on Hwy 20. There is no visible or usable connection. Can forfeit the connection to stop paying for connection. MSP
- b. Board of Supervisors will pass new rules for Rules, Fees & Permits for weekend and vacation rentals in the County in late January 2019.

**9. Correspondence:** None was reported.

**10. Open Forum.** Dump trailer vs Dump truck. Truck sits idle most of the time. Trailer can be loaded by conveyor and net is as high as bed of truck. Can delete the expense of the truck.

**11. Next POA Board Business Meeting at the Keys Clubhouse: Mar. 19, 2019, at 5:00 pm**

**12. Next POA General Meeting at the Keys Clubhouse: Mar. 23, 2019, at 10:00 am**

**13. Meeting Adjourned at:** 6:18 pm.