

Tahoe Keys Property Owners Association
Board of Directors Regular Open Meeting
November 17th, 2021 5:00pm Pavilion
AGENDA

Agenda posted on November 10th, 2021

Members may also attend the meeting via online Zoom web conferencing. Instructions are available on the TKPOA website, www.tkpoa.com.

A. ANNOUNCEMENTS

5:00pm – 5:05pm

1. **Call to Order – Pledge of Allegiance**
2. **Roll Call** - Peterson Halleran Silveira Norem McCammon Cefalu Shepherd
 Wooldridge - General Manager Blumenthal - Operations Manager Finkelstein –
Administrative Clerk
3. **Declaration of Intent to Record Meeting**

This meeting will be digitally recorded to assist in capturing the minutes. Recordings are deleted after minutes are completed. Members attending the meeting are prohibited from using any sort of recording device during the meeting. This includes audio recorders, video recorders or any type of camera (including cell phone cameras).

4. **Review of Information Available on the TKPOA Website for Today’s Meeting**
5. **Proof of Notice and Agenda Posting**
6. **Review of Webhosted Conference Call Instructions**

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

5:05 pm - 5:25 pm

Item #	Item	Responsible Person(s)	Page #
21-1162	Changes to the Agenda/ Approve Agenda	Peterson	-
21-1163	Executive Session Report	Peterson	-
21-1164	Approval of the October 12 th , 2021 Board of Directors Open Board Meeting Minutes, and the October 29 th , 2021 Board of Directors Emergency Email Meeting #1 Minutes.	Peterson	9
21-1165	Committee Reports/Minutes <ul style="list-style-type: none"> • Architectural Control Committee (ACC) – Standing Committee – October 19th, 2021 • Water Quality Committee – Standing Committee – October 7th, 2021 • Finance Committee – Standing Committee – October 1st, 2021 • Tahoe Keys Water Company (TKWC) Long Term Facilities Plan Oversight Board Subcommittee – October 8th, 2021, October 14th, 2021, October 22nd, 2021, October 29th, 2021, and November 5th, 2021 • Cove Advisors – Standing Committee • Tahoe Keys Vision – Ad Hoc Committee • CC&Rs and Bylaws Communication – Ad Hoc Committee – October 26th, 2021 • Tahoe Keys Waterways Restoration Fund (TKWRF – 	Peterson	18

	501 (c) 3 – El Dorado Community Foundation Subcommittee		
21-1166	Treasurer’s Financial Report Review and Potential Approval of Financial Reports and Income Statements – August 2021	McCammion	47 / WEBSITE

C. GUIDELINES FOR CONDUCTING BOARD MEETINGS

D. MEMBER COMMENTS

5:35 pm – 5:50 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1167	Member Comments	Peterson	50

In order to give you an opportunity to address the Board, and in compliance with Civil Code Section 4925 and 5000(b), we’ve set aside a period of time for members to provide their comments to the Board. We ask that you document your issue(s) by completing the TKPOA Member Comments Form to assist us in documenting your issue. If you have not already filled out a Member Comments Form, please do so now and hand it to the Administrative Clerk. The forms are located at the entrance where you came in. When you are recognized, please come up to the lectern. Begin by stating your name and address for the record and please limit your comments to three (3) minutes per member. If someone else has already stated the issue, but you have something else to add to it, please raise your hand to be recognized. Due to time constraints the Board may limit participation to once per member. Those members attending the Board meeting via online webinar conference call, may email their member comments directly to the Administrative Clerk at LFinkelstein@tahoekeyspoa.org. Please wait to be recognized by the Board President and TKPOA Staff will unmute your microphone so you can make your comments. Thank you for your cooperation and adherence to this Member Comments Policy.

D. CONSENT CALENDAR

5:50 pm – 5:55 pm

The Consent Calendar is utilized for routine agenda items that may be unanimously approved by the Board without discussion. This process is a significant time saver for Board meetings however, any Board member may request an item be removed from the Consent Calendar for discussion.

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1168	GM Report, Manager Department Reports, and Project Coordinator Report	Wooldridge	51 / WEBSITE
21-1169	2021-2022 Board Committees, Subcommittees, “Ad Hoc” Committees, and Liaisons	Wooldridge	52
21-1170	2021-2022 Board of Directors Meeting Schedule	Wooldridge	55
21-1171	2021 and 2022 TKPOA Indoor Pool Schedule	Wooldridge	59
21-1172	2021 TKPOA Vacation Home Rental (VHR) Permits Status	Blumenthal	61
21-1173	Amended and Restated CC&R’s (Fourth Draft) – Outreach and Communication Plan	Wooldridge	64
21-1174	Discussion and Potential Approval of TKPOA Staff – Years of Service Recognition – Holiday Reward	Blumenthal	66
21-1175	Discussion and Potential Approval of Cove 3C Bulkhead Replacement Project – Work Authorization No. 4 – Reno Tahoe GEO Associates Inc.	Cherko	68
21-1176	Discussion and Potential Approval of Grant Funding for the West Channel Second Bubble Curtain Installation	Hoover	72

21-1177	Water Quality Department Letter – Rene and Phyllis Scribe	Hoover	73
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E. TOPICS OF GENERAL INTEREST

5:55 pm - 6:10 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1178	Tahoe Keys Water Company (TKWC) Status Update on Short Term and Long Term Facilities Planning	Wooldridge	79
21-1179	California Fish and Wildlife (CF&W) – Bear Activity Reporting and Bear Management Programs – South Tahoe Refuse (STR) Proposal	Blumenthal	80

F. NEW BUSINESS

6:10 pm - 6:30 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1180	Discussion and Potential Authorization to Record Delinquent Assessment for APN's	Wooldridge	-
21-1181	6:15PM – Lake Tallac Parcel Encroachment Appeal APN: 022-134-005-000	Callahan	82
21-1182	Discussion of Proposed Reserve and Other Projects for 2021 and 2022 Fiscal Year	Cherko	94
21-1183	Discussion and Potential Approval of 2022 TKPOA Forecasted Reserve Balances (Schedule R)	Wooldridge	-
21-1184	Discussion and Potential Approval of Reserve Expenditure Request (RER) for Water Quality Boat Ramp Replacement Project	Wooldridge / Cherko	-
21-1185	Review and Potential Approval of Proposed ACC Rule Change – Section 13 – Revised for 28 Day Membership Review Period	Blumenthal	99
21-1186	Discussion and Potential Approval of Contract for East Channel East Bulkhead Replacement Project – Change Order #10 Changed Conditions Obstructions – Anvil Builders Inc.	Wooldridge	103
21-1187	Discussion and Potential Approval of Contract for East Channel East Bulkhead Replacement Project – Change Order #11 Harbor Light and Anchor Obstructions – Anvil Builders Inc	Wooldridge	109
21-1188	Discussion and Potential Approval of Contract for East Channel East Bulkhead Replacement Project – Change Order #13 Two Phased Drainpipe Installation – Anvil Builders Inc	Wooldridge	112
21-1189	Discussion and Potential Negotiation of Contract for Tahoe Keys Water Evaluation – South Tahoe Public Utility District (STPUD)	Wooldridge	115
21-1190	Discussion and Potential Approval of Contract for Well #2 and Well #3 Uranium Filtration Winterization – Haen Constructors	Wooldridge	117
21-1191	Discussion and Potential Approval of TKWC Purchase of Uranium Exchange Resin: TETRA SOLV	Wooldridge	139

21-1192	Discussion and Potential Approval of TKWC Change Order #5 – Vault Piping Well #3 - GB General Engineering Inc.	Wooldridge	141
21-1193	Discussion and Potential Approval of TKWC Change Order #7 – Support Brackets Well #2 - GB General Engineering Inc.	Wooldridge	142
21-1194	Discussion and Potential Approval of TKPOA Accounting Department – Electronic Payments and Transfer – Third Quarter and Fourth Quarter	Wooldridge	143
21-1195	Discussion and Potential Approval of Proposed Closing of Common Reserve Bank Account	Wooldridge	147
21-1196	Discussion and Potential Approval of Ad Hoc Committee Formation and Charter Development for Usage (Part II) Waterways Committee	Wooldridge	152
21-1197	Discussion and Potential Approval of Ad Hoc Committee Formation and Charter Development of Water Conservation Committee	Wooldridge	167
21-1198	Discussion and Potential Approval of Board Subcommittee Formation and Charter Development of Water Quality “Budgets & Planning” Subcommittee	Wooldridge	168
21-1199	Discussion and Potential Appointment of Lake Tallac Property Owners to Lake Tallac – Board Subcommittee	Wooldridge	169
21-1200	Discussion and Potential Appointment of Cove Advisors for Islanders II, Aloha Isle, St. Moritz Isle, Bavarian Isle, and Mt. Tallac Village 3 Subdivisions	Wooldridge	170
21-1201	Discussion and Announcement of Town Hall Forum Topics, Schedule, and Board Assignments	Wooldridge	171
21-1202	Discussion of Board of Directors Requirement for California Mutual Water Company Board Member Training – AB54	Wooldridge	173

G. STATUS OF PREVIOUS FOLLOW UP ITEMS

H. SUMMARY OF MEETING FOLLOW UP ITEMS

6:40 pm – 6:45 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1203	Prepare List of Follow Up Items from This Meeting	Finkelstein	-

I. ANNOUNCEMENT OF UPCOMING MEETINGS

6:45 pm – 6:50 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
21-1204	<p><u>NOVEMBER</u></p> <ul style="list-style-type: none"> • November 9 Architectural Control Committee (ACC) Meeting 9AM • November 11 Water Quality Committee (WQC) Meeting • November 17 Board of Directors Executive Session 9AM • November 17 Board of Directors Regular Meeting 5PM 	Peterson	-

	<ul style="list-style-type: none">• November 18 Town Hall Forum – TBD 6PM• November TBD TKPOA Vision – Ad Hoc Committee• November TBD CC&R’s and Bylaws Communication – Ad Hoc Committee• November TBD Tahoe Keys Waterways Restoration Fund (TKWRF- 501 (c) 3) – El Dorado Community Foundation <p><u>DECEMBER</u></p> <ul style="list-style-type: none">• December 7 Architectural Control Committee (ACC) Meeting 9AM• December 9 Finance Committee Meeting 10AM• December 9 Cove Advisor Meeting 1PM• December 14 Board of Directors Executive Session 9AM• December 14 Board of Directors Regular Meeting 5PM• December 23 Town Hall Forum – TBD 6PM• December TBD TKPOA Vision – Ad Hoc Committee• December TBD CC&R’s and Bylaws Communication – Ad Hoc Committee• December TBD Tahoe Keys Waterways Restoration Fund (TKWRF- 501 (c) 3) – El Dorado Community Foundation <p>*All meetings will be held at the Pavilion unless otherwise noted. **Schedule and meeting times subject to change</p>		
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J. ADJOURNMENT