

Tahoe Keys Property Owners Association
Board of Directors Regular Open Meeting
January 19th, 2022 5:00pm Pavilion
AGENDA

Agenda posted on January 13th, 2022

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

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
22-025	Changes to the Agenda/ Approve Agenda	Peterson	-
22-026	Executive Session Report	Peterson	-
22-027	Approval of the December 14th, 2021 Board of Directors Open Board Meeting Minutes.	Peterson	9
22-028	Committee Reports/Minutes <ul style="list-style-type: none"> • Architectural Control Committee (ACC) – Standing Committee – December 7th, 2021 • Water Quality Committee – Standing Committee – December 9th, 2021 • Finance Committee – Standing Committee – December 9th, 2021 • Tahoe Keys Water Company (TKWC) Long Term Facilities Plan Oversight Board Subcommittee • Planning and Budgeting Working Group – Board Subcommittee – November 19th, 2021 and December 10th, 2021 • Cove Advisors – Standing Committee – December 17th, 2021 • Tahoe Keys Vision – Ad Hoc Committee • CC&Rs and Bylaws Communication – Ad Hoc Committee – December 23rd, 2021 	Peterson	15

	<ul style="list-style-type: none"> Tahoe Keys Waterways Restoration Fund (TKWRF – 501 (c) 3 – El Dorado Community Foundation Subcommittee 		
22-029	Treasurer’s Financial Report Review and Potential Approval of Financial Reports and Income Statements – November 2021	Silveira	28 / 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>
22-030	Member Comments	Peterson	31

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 L.Finkelstein@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>
22-031	Monthly Department Reports and Statistics (Posted on Website)	Wooldridge	32 / WEBSITE
22-032	2021-2022 Board Committees, Subcommittees, “Ad Hoc” Committees, and Liaisons	Wooldridge	33
22-033	2021-2022 Board of Directors Meeting Schedule	Wooldridge	36
22-034	2022 TKPOA Indoor Pool Schedule	Wooldridge	40
22-035	2021 TKPOA Vacation Home Rental (VHR) Permits Status	Blumenthal	-
22-036	Amended and Restated CC&R’s (Fourth Draft) – Outreach and Communication Plan	Wooldridge	41

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>
22-037	Discussion and Potential Approval of TKWC Long Term Facilities Plan – Phase 1 and Phase 2	Wooldridge	43
22-038	Discussion and Potential Approval of TKWC Long Term Facilities Plan – Program Management Contract	Wooldridge	44
22-039	Report on Lahonton Regional Water Quality Control Board (LRWQCB) – Public Hearing for Issuance of Tahoe Keys Lagoons Aquatic Weed Control Methods Test – National Pollution Discharge Elimination System Permit Certification of Final Environmental Impact Report and Adoption of Resolution Granting and Exemption to the Aquatic Pesticide Discharge Prohibition, and Adoption of Mitigation Monitoring and Reporting Program	Wooldridge / Lind	48
22-040	Tahoe Regional Planning Agency (TRPA) Notice of Public Hearing and Application TKPOA Control Methods Test (CMT) Project 01-26-2022	Wooldridge / Lind	52

F. NEW BUSINESS

6:10 pm - 6:30 pm

<u>Item #</u>	<u>Item</u>	<u>Responsible Person(s)</u>	<u>Page #</u>
22-041	Discussion and Potential Authorization to Record Delinquent Assessment for APN's	Havard	-
22-042	Discussion of Proposed Reserve and Other Projects for 2022 Fiscal Year	Cherko	56
22-043	Discussion and Potential Approval of Operating Rule: Revision of Parking Rules for 28 Day Membership Review	Blumenthal	60
22-044	Discussion and Potential Adoption of Operating Rule: Association Committee Appointments and Board Review	Blumenthal	-
22-045	Discussion and Potential Approval of Reserve Expenditure Request (RER) for TKPOA Bavarian Isle Bulkhead Replacement Project Design and Engineering	Wooldridge	63
22-046	Discussion and Potential Approval of Reserve Expenditure Request (RER) for TKPOA Pavilion and Indoor Pool Security Camera Replacement (Phase 1)	Blumenthal	66
22-047	Discussion and Potential Approval of TKPOA Accounting Department – Electronic Payments and Transfer – Third Quarter and Fourth Quarter	Havard	75
22-048	Discussion of the Fire Hydrant Snow Removal Communication and Responsibilities	Peterson	78
22-049	Discussion and Potential Approval of Committee Charter for the Tahoe Keys Water Company (TKWC) Committee	Wooldridge	80

22-050	Discussion and Potential Appointment of Committee Members to the Water Conservation Ad Hoc Committee	Wooldridge	83
22-051	Discussion and Potential Appointment of Committee Members to the Boating and Waterways Ad Hoc Committee (Part II)	Wooldridge	-
22-052	Discussion and Potential Appointment of Cove Advisors for Islanders II, Aloha Isle, St. Moritz Isle, Bavarian Isle, and Mt. Tallac Village 3 Subdivisions	Wooldridge	85
22-053	Discussion and Announcement of Town Hall Forum Topics, Schedule, and Board Assignments	Wooldridge	86
22-054	Discussion of Board of Directors Requirement for California Mutual Water Company Board Member Training – AB54	Wooldridge	-

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>
22-055	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>
22-056	<p><u>2022</u></p> <p><u>JANUARY</u></p> <ul style="list-style-type: none"> • January 6 Water Quality Committee (WQC) Meeting • January 10 CCR’s and Bylaws Communication – Ad Hoc Committee • January 13 Architectural Control Committee (ACC) Meeting 9AM • January 14 TKPOA Vision – Ad Hoc Committee 1PM • January 19 Board of Directors Executive Session 9AM • January 19 Board of Directors Regular Meeting 5PM • January 25 Finance Committee Meeting 10AM • January 27 Town Hall Forum – TBD 6PM • January TBD Water Quality Committee (WQC) Meeting • January TBD CCR’s and Bylaws Communication – Ad Hoc Committee • January TBD Tahoe Keys Waterways Restoration Fund (TKWRF- 501 (c) 3) – El Dorado Community Foundation <p><u>FEBRUARY</u></p> <ul style="list-style-type: none"> • February 1 Architectural Control Committee (ACC) Meeting 	Peterson	-

	<p>9AM</p> <ul style="list-style-type: none">• February 16 Board of Directors Executive Session 9AM• February 16 Board of Directors Regular Meeting 5PM• February 22 Finance Committee Meeting 10AM• February 24 Town Hall Forum – TBD 6PM• February TBD Water Quality Committee (WQC) Meeting• February TBD CCR’s and Bylaws Communication – Ad Hoc Committee• February 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