



## LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

### Minutes

#### Regular Meeting

Wednesday, December 13th, 2023 – 5:00 p.m. (Closed Session 3:30p.m.)  
Administration Building  
16320 Everhart Drive • Weed, California 96094 • (530) 471 - 2020

CALL TO ORDER: 5:00pm

LSPOA Board Roll Call: CHANDLER X GREEN X MACINTOSH X PURSELL X TUCKER X  
LSPOA Staff: (GM) GROSS X (AA) RISTUCCIA X (CO) LYNN X

CLOSED SESSION call to order: **3:30pm**

- A. Approval of Closed Session Minutes: November 8, 2023 – **Approved.**
- B. Approval of Special Executive Session Minutes: November 20, 2023 – **Approved.**
- C. Easement Encroachment – **Encroachment permit was denied.**
- D. ADP Contract – **Discussed.**
- E. Committee Appointments – **Discussed.**
- F. Christmas Party Discussion – **Discussion and direction given to staff.**
- G. Personnel Matters – **Discussion.**
- H. Violation Hearing – **Discussion and direction given to staff.**

REGULAR MEETING: **There were approximately 11 people in attendance.**

PLEDGE OF ALLEGIANCE: **Carried out.**

MEMBER COMMENTS: **Taken.**

CONSENT CALENDAR:

1. A. Approval of Minutes: Regular Meeting November 8, 2023

**Motion by Dir. Pursell 2<sup>nd</sup> by Dir. MacIntosh to approve Regular Meeting Minutes from November 8, 2023.**

**Ayes: Directors Chandler, Green, Macintosh, Pursell and Tucker**

**Noes: None**

**Abstain: None**

- B. Balance Sheet – November 2023/24
- C. Cash Flow Report: November 2023/24
- D. Budget Comparison: FY 2023/24 YTD

**Director Tucker reported on items 1B, 1C, and 1D.**

- E. ECC Minutes: November 2023

**Motion by Dir. Chandler 2<sup>nd</sup> by Dir. Tucker to approve ECC minutes from November 2023.**

**Ayes: Directors Chandler, Green, Macintosh, Pursell and Tucker**

**Noes: None**

**Abstain: None**

- F. Maintenance Report

**Motion by Dir. Green 2<sup>nd</sup> by Dir. Chandler to approve the Maintenance Report as presented.**

**Ayes: Directors Chandler, Green, Macintosh, Pursell and Tucker**

**Noes: None**

**Abstain: None**

**DISCUSSION / ACTION ITEMS:**

2. General Managers Report - **Reported**
3. Compliance Officer Report - **Reported**
4. Appointment of Committees

**Motion by Dir. Green to approve Director Chandler as a member of the Executive Committee.**

**Ayes:** Directors Green, MacIntosh, Pursell and Tucker

**Noes:** None

**Abstain:** Chandler

**Motion by Dir. Chandler to approve Director Tucker as a member of the Executive Committee.**

**Ayes:** Directors Chandler, Green, MacIntosh, and Pursell

**Noes:** None

**Abstain:** Tucker

**Motion by Dir. Chandler to approve Directors MacIntosh and Tucker as members of the Budget Committee.**

**Ayes:** Directors Chandler, Green, and Pursell

**Noes:** None

**Abstain:** MacIntosh, Tucker

**Motion by Dir. Chandler to approve Directors MacIntosh and Pursell as members of the Community Center Committee.**

**Ayes:** Directors Chandler, Green and Tucker

**Noes:** None

**Abstain:** MacIntosh, Pursell

**Motion by Dir. Chandler to approve Directors Pursell and Tucker as members of the Investment Committee.**

**Ayes:** Directors Chandler, Green, and MacIntosh.

**Noes:** None

**Abstain:** Pursell, Tucker

**Motion by Dir. Chandler to approve Director Pursell as a member of the Front Entrance Committee.**

**Ayes:** Directors Chandler, Green, MacIntosh and Tucker

**Noes:** None

**Abstain:** Pursell

**Motion by Dir. Green to approve Director Chandler as a member of the Front Entrance Committee.**

**Ayes:** Directors Green, MacIntosh, Pursell and Tucker

**Noes:** None

**Abstain:** Chandler

**Motion by Dir Chandler to approve Director Green as a member of the Environmental Control Committee.**

**Ayes:** Directors Chandler, MacIntosh, Pursell and Tucker

**Noes:** None

**Abstain:** Green

**Motion by Dir. Pursell to approve Director Chandler as member of the Environmental Control Committee.**

**Ayes:** Directors Green, MacIntosh, Pursell and Tucker

**Noes:** None

**Abstain:** Chandler

5. Insurance Renewal

**Motion by Dir. Chandler 2<sup>nd</sup> by Dir. Pursell to approve the insurance renewal with Kirk Miller Insurance Agency for the amount of \$63,773.**

**Ayes: Directors Chandler, Green, Macintosh, Pursell and Tucker**

**Noes: None**

**Abstain: None**

6. ADP Contract

**Motion by Dir. Green 2<sup>nd</sup> by Dir. Tucker to approve the ADP contract as presented in the memo.**

**Ayes: Directors Chandler, Green, Macintosh, Pursell and Tucker**

**Noes: None**

**Abstain: None**

7. Green Paths, Pickle Ball/Basketball courts, electronic green boards – **Discussion.**

STAFF COMMENTS: **None.**

BOARD MEMBER COMMENTS: **Taken.**

ADJOURNMENT TO CONTINUE CLOSED SESSION: **at 5:54 pm**

RETURN TO OPEN SESSION: **7:28pm**

ADJOURNMENT: **7:29pm.** Next Regular Meeting on January 10, 2024, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

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Alan Pursell, Secretary

Approved Date: 1/19/24