



# *LAKE SHASTINA PROPERTY OWNERS ASSOCIATION*

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## **AGENDA**

Regular Meeting

Wednesday, April 12, 2023 – 5:00 p.m. (Closed Session 4:00 p.m.)

Administration Building

16320 Everhart Drive ▪ Weed, California 96094 ▪ (530) 938-3281

### CALL TO ORDER:

LSPOA Board Roll Call: CHANDLER \_\_\_ MACINTOSH \_\_\_ MOSER \_\_\_ PURSELL \_\_\_ TUCKER \_\_\_

### CLOSED SESSION:

- A. Approval of Closed Session Minutes: March 8, 2023
- B. Current Violations

### REGULAR MEETING call to order 5:00 p.m.:

#### PLEDGE OF ALLEGIANCE:

**MEMBER COMMENTS:** This is an opportunity for members of the Association to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments, and/or the total amount of time allotted to member comments. Each individual comment will be limited to three minutes. The member comments portion of the meeting will be limited to thirty minutes (total time). For items which are on this agenda, speakers may request that their comments be heard at the time the item is to be acted upon by the Board. The Board may ask questions but may take no action during the member comments portion of the meeting, except to direct staff to prepare a report, or to place the item on a future agenda.

#### PUBLIC COMMENT:

**CONSENT CALENDAR:** Items on the consent calendar are considered routine, not requiring separate discussion. However, if discussion is wanted, the item may be removed from the consent calendar and considered separately. Board members may ask questions to clarify without removing an item from the consent calendar. Individual items are approved by the vote that approves the consent calendar, unless an item is pulled for separate consideration.

- 1. A. Approval of Minutes: Regular Meeting March 8, 2023
- B. Cash Flow Report: March 2023 and April 2023
- C. Budget Comparison: FY 2022/23 YTD
- D. Balance Sheet: Quarterly Report FY 2022/23
- E. ECC Minutes: March 2023
- F. Boundary Line Adjustment Review- Unit - 53, Lots – 202 & 203, 204
- G. Boundary Line Adjustment Review- Unit - 4, Lots – 629, 632 & 628
- H. Boundary Line Adjustment Review- Unit - 53, Lots – 238 & 237

#### DISCUSSION / ACTION ITEMS

- 2. Managers Report (GM Gross)
- 3. Compliance Officer Report (CO Moser)
- 4. Maintenance Report (GM Gross)
- 5. Consideration to move Board Meeting (GM Gross)
- 6. Street sign update/purchase (GM Gross)
- 7. Business Use of a Unit 52, Lot 101, Dad Bod Snackz (CO Moser)
- 8. Community Center Use Request: (AA Ristuccia)
  - 1) Cooking Classes

#### STAFF COMMENTS:

#### BOARD MEMBER COMMENTS:

#### ADJOURN TO CONTINUE CLOSED SESSION:

**ADJOURNMENT:** The next LSPOA Regular Meeting is to be held on May 10, 2023, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

Items 1B, 1C and 1D

The above reports were not available for packet delivery due to software changes.

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Item # 1A



## LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

Regular Meeting  
 Wednesday, March 8, 2023 – 5:00 p.m. (Closed Session 4:00 p.m.)  
 Administration Building  
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281  
**Unapproved MINUTES**

**CALL TO ORDER: 5:00pm**

LSPOA Board Roll Call: CHANDLER  MACINTOSH  MOSER  PURSELL  TUCKER

**CLOSED SESSION: Call to order 4:03 p.m.**

- A. Approval of Closed Session Minutes: February 8, 2023- **Approved.**
- B. Current Violations: **Discussion and direction given.**

**With no objection by the Board, Pres. Chandler adjourned Closed Session at 4:19 p.m.**

**REGULAR MEETING:**

Also present: GM Gross, AA Ristuccia and CO Moreno.

**There was approximately 9 people present.**

**PLEDGE OF ALLEGIANCE: Carried out.**

**MEMBER COMMENTS: Taken.**

**PUBLIC COMMENT: None**

**CONSENT CALENDAR:**

1.
  - A. Approval of Minutes: Regular Meeting February 8, 2023
  - B. Cash Flow Report: February 2023 and March 2023
  - C. Budget Comparison: FY 2022/23 YTD
  - D. Balance Sheet: Quarterly Report FY 2022/23
  - E. ECC Minutes: February 2023

**Motion by Dir. MacIntosh, 2nd by Dir. Pursell to approve Consent Calendar as presented.**

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

**Noes: None**

**Absent: None**

**DISCUSSION / ACTION ITEMS:**

2. Managers Report - **Reported**
3. Compliance Officers Report - **Reported**
4. Sound System and Cabinet

**Motion by Dir. Chandler 2nd by Dir. Pursell to approve the Sound System and Cabinet memo for the CCB for the total amount of \$6,500.**

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

**Noes: None**

**Absent: None**

**STAFF COMMENTS: Taken.**

**BOARD MEMBER COMMENTS: Taken.**

**ADJOURNMENT: at 5:40 pm.** The next LSPOA Regular Meeting is to be held on April 12, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

Approval Date: \_\_\_\_\_

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
3/1/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Page 1 of 4

Regular Meeting - Administration

Item 1. CALL TO ORDER

9:30 am

Members Present: Mohlabane, N Green, L Moser, R Chandler, D O'Connor, K

Absent: None

Staff Present: CO Moreno

Item 2. APPROVAL OF AGENDA

03/01/2023

Motion: Approved

Motion by: Mohlabane; Second by: Moser

Votes: Ayes: Mohlabane, N Green, L Moser, R Chandler, D O'Connor, K

Noes: None

Motion Carries

Item 3. APPROVAL OF MINUTES

02/15/2023

Motion: Approved

Motion by: O'Conner; Second by: Green

Votes: Ayes: Mohlabane, N Green, L Moser, R Chandler, D O'Connor

Noes: None

Motion Carries

Item 4. WRITTEN COMMUNICATION

None

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
 ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
 3/1/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Item 5. OLD BUSINESS

A. ECC Action Requested

*Addi-Modis*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
73 / 10	2022-060m	107-280-	17520 MARMOT ROAD	Debbie Hollenshade	
	Fire Repairs (eaves, siding, windows, roof), and New Fence.				
	<b>Proposed Plan Change (Fence)</b>				
	3/1/2023	Moreno to review and recommend. Motion by Mohlabane. 2nd by O'Connor to approved proposed Fence plan change as presented. Ayes: Mohlabane, Green, Moser, Chandler, O'Connor Noes: None			
73 / 154	2021-048m	107-330-	17612 FISHER ROAD	Rivera, Adrian	
	Paint				
	<b>Extension Request</b>				
	3/1/2023	Moreno to review and recommend. Motion by Larry. 2nd by Chandler to approve 6-month project extension. Ayes: Mohlabane, Green, Moser, Chandler. O'Connor Noes: None			
81 / 194	2023-008m	108-020-	16525 ROCKWOOD PLACE	Carl & Norlene Cook	
	Fence				
	<b>Approval of Plans</b>				
	3/1/2023	Moser to present sewer line inspection by CSD Public Works. Motion by O'Conner. 2nd by Chandler to approve Fence application contingent owner signs an Easement Use Agreement. Ayes: Mohlabane, Green, Moser, Chandler, O'Conner Noes: None			

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
 ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
 3/1/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Item 6. NEW BUSINESS

A. ECC Action Requested

*Addi-Modis*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
2 / 115	2023-005m Addition (Garage and Bedroom) <b>Preliminary Plan Review</b> 3/1/2023	106-110-	15220 JUNIPER PEAK ROAD	Reyes, Ed & Peggy	
	Moreno to review and recommend. Motion by Moser. 2nd by O'Conner to approve Addition plans as presented with Easement Use Agreement from owner. Ayes: Mohlabane, Green, Moser, Chandler, O'Conner Noes: None				
4 / 562	2023-012m Fence <b>Initial Inspection</b> 3/1/2023	106-230-	5816 LOOKOUT COURT	Nagel, Robert & Karen	
	Moreno to review and recommend. Motion by Mohlabane. 2nd by O'Connor to approve fence application as presented pending site inspection completed. Ayes: Mohlabane, Green, Moser, Chandler, O'Conner Noes: None				
73 / 96	2023-009m Fence <b>Initial Inspection</b> 3/1/2023	107-300-	5314 MUSKRAT ROAD	Laura Ramirez	
	Moreno to review and recommend. Motion by Green. 2nd by Mohlabane to move project to next ECC meeting in order to have owner submit more accurate plot plan and site inspection completed. Ayes: Mohlabane, Green, Moser, Chandler, O'Conner Noes: None				
82 / 135	2023-010m Re-Roof/Compliance <b>ECC Approval</b> 3/1/2023	108-290-	15738 ARCHER ROAD	George Kruchko	
	Moreno to review and recommend. Work completed without prior ECC approval. Motion by Mohlabane. 2nd by Chandler to approve Re-Roof project as presented to clear Violation Ayes: Mohlabane, Green, Moser, Chandler, O'Conner Noes: None				

Item 7. COMPLAINTS  
None

Item 8. OTHER  
Appointment of ECC Vice Chair

Motion: To nominate Larry Green as ECC Vice Chair  
 Motion by: Moser; Second by: O'Conner  
 Votes: Ayes: Mohlabane, N Moser, R Chandler, D O'Connor  
 Noes: None  
 Abstain: Green  
 Motions Carries

Item 9. NEXT REGULAR MEETING  
03/15/2023

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
3/1/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

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Item 10. ADJOURNMENT  
. 10:35 am

*Respectfully Submitted By:* \_\_\_\_\_

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
3/15/2023 9:30:00 AM - MEETING MINUTES**

Page 1 of 4

Regular Meeting - Administration

Item 1. CALL TO ORDER

9:31 am

Members Present: Green, L Mohlabane, N Moser, R Chandler, D O'Conner, K

Absent: None

Staff Present: CO Moreno

Item 2. APPROVAL OF AGENDA

03/15/2023

Motion: Approved

Motion by: Green; Second by: O'Conner

Votes: Ayes: Green, L Mohlabane, N Moser, R Chandler, D O'Conner, K Noes: None

Motion Carries

Item 3. APPROVAL OF MINUTES

03/01/2023

Motion: Approved

Motion by: Moser; Second by: Green

Votes: Ayes: Green, L Mohlabane, N Moser, R Chandler, D O'Conner, K Noes: None

Motion Carries

Item 4. WRITTEN COMMUNICATION

a. Letter to Contractors/Owners



**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
 ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
 3/15/2023 9:30:00 AM - MEETING MINUTES**

Item 5. OLD BUSINESS

A. ECC Action Requested

*Addi-Modis*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
1 / 85	2022-004m	106-030-	5607 HARBOR VIEW DRIVE	Keim, Lauren	Hernandez, A
	Fence.				
	<b>Final Inspection</b>				
	3/15/2023	OConner to review and recommend. Motion by Moser. 2nd by Mohlabane to approve final Inspection of fence project contingent owners submit a notarized EUA. Then deposit can be refunded. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			
53 / 136	2021-035m	107-260-	5720 SNEAD COURT	Eva Holguin	
	Fence.				
	<b>Final Inspection</b>				
	3/15/2023	Moreno to review and recommend. Motion by Moser. 2nd by Green to table final approval to give owner opportunity to locate property pins, fix gate and board spacing to meet MCS.Finish east side of fence with chainlink and have a EUA notarized. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			
73 / 96	2023-009m	107-300-	5314 MUSKRAT ROAD	Laura Ramirez	
	Fence				
	<b>Continued App Review</b>				
	3/15/2023	Moreno to review and recommend. Motion by Green. 2nd by O'Conner to approve fence application as presented. Owner will be required to submit notarized EUA. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			

*New Homes*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
81 / 31	2021-005h	108-080-	16606 FRIAR ROAD	Chris Pappas	Robison
	New Home Construction.				
	<b>NHC Final Inspection</b>				
	3/15/2023	Moreno to review and recommend. Motion by Chandler. 2nd by O'Conner to approve Final NHC Inspection and approved deposit refund. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
 ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
 3/15/2023 9:30:00 AM - MEETING MINUTES**

Item 6. NEW BUSINESS

A. ECC Action Requested

*Addi-Modis*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
4 / 287	2023-014m FENCE	106-350-	5101 INDIAN ISLAND	Wahl, Stephen	
	<b>Initial Inspection</b>				
	3/15/2023	O'Conner to review and recommend. Motion by Mohlabane. 2nd by Green to approve fence project as presented. Owner is required to submit notarized EUA. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			
5 / 122	2023-011m Addition	107-030-	16809 VENTURI COURT	Foster, Terry	
	<b>Prelim Plan Approval/Site Inspection</b>				
	3/15/2023	Green to review and recommend Motion by O'Conner. 2nd by Mohlabane to approve addition plans as presented. Approval to move forward with project. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			
73 / 199	2023-013m ADU	107-340-	5525 ANTELOPE WAY	Pauline Walcott	
	<b>Prelim Plan Approval</b>				
	3/15/2023	Moreno to review and recommend. Motion by Green. 2nd by O'Conner to have owner clarify water/sewer hookups. Will there be a separate water hookup for Adu which would require new water service with CSD. Sewer hookup to main house must meet CSD specs. How will owner enter property to access dwelling? May require driveway application w/fees. Ayes: Green, Mohlabane, Moser, Chandler, O'Conner Noes: None			

B. Items for Information Only - No Action Required

*Addi-Modis*

<i>Unit/Lot</i>	<i>Application</i>	<i>APN</i>	<i>Property</i>	<i>Owner at Filing</i>	<i>ECC Member</i>
5 / 229	2023-015m Re-Roof	107-020-	16731 SIKES COURT	Nancy Killingsworth	
	3/15/2023	Over the counter Approval			

Item 7. COMPLAINTS  
None

Item 8. OTHER

Item 9. NEXT REGULAR MEETING  
04/05/2023

Item 10. ADJOURNMENT  
10:41 am

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
3/15/2023 9:30:00 AM MEETING MINUTES**

*Respectfully Submitted By:* \_\_\_\_\_



*LAKE SHASTINA PROPERTY OWNERS ASSOCIATION*

TO: Lake Shastina Property Owners Association Board  
FROM: Coral Gross, General Manager  
DATE: April 12, 2023  
SUBJECT: Boundary Line Adjustment – Unit 53 , Lots 202 & 203, 204

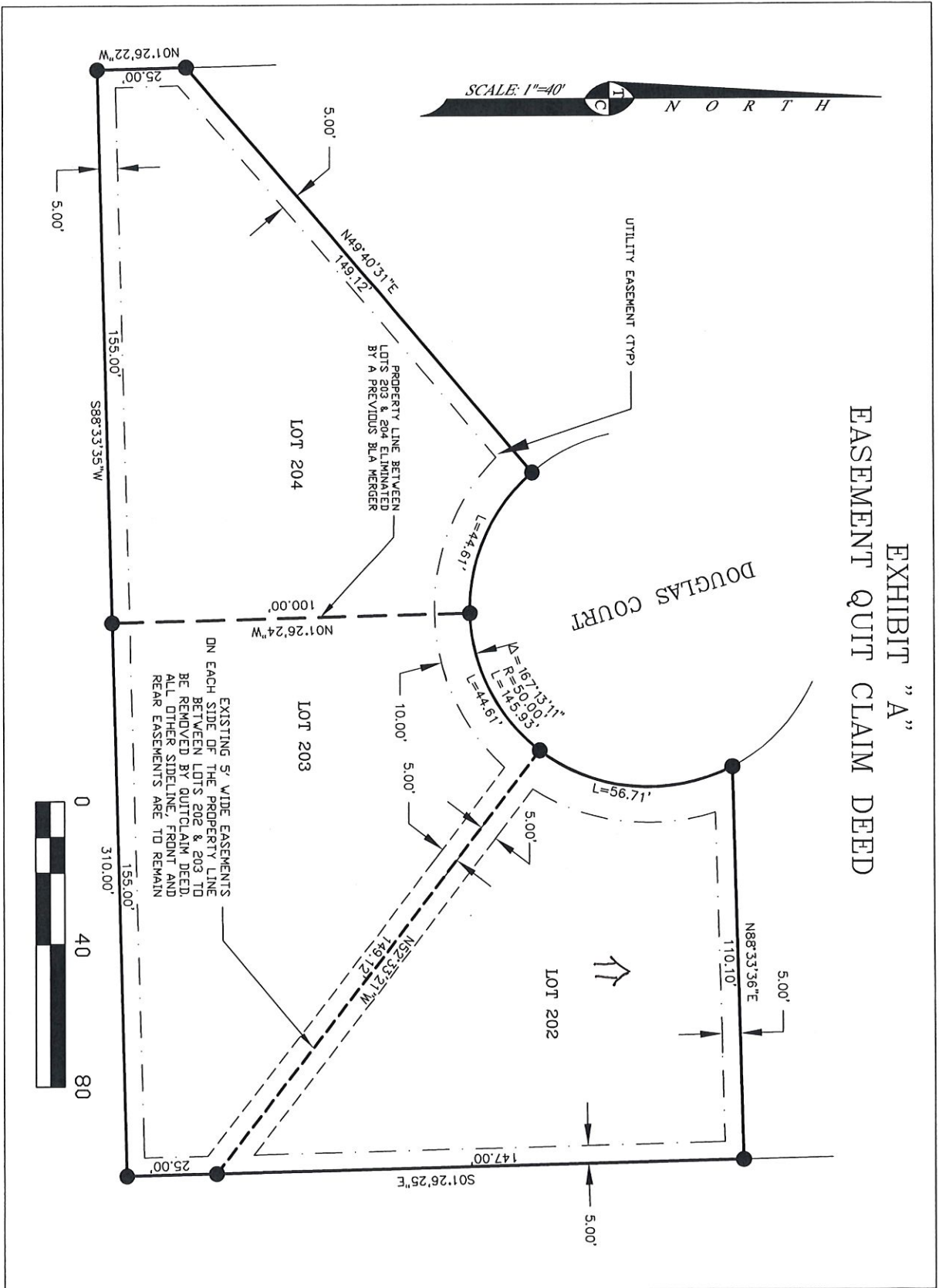
The owners of Lots 202 & 203, 204 in Unit 53 are requesting permission to eliminate the boundary line between the two lots. Based on staff field review, there are no issues with this adjustment.

OPTIONS:

- A) For the Board to approve the Boundary Line Adjustment and approve the elimination of the lot line between Lots 202 & 203, 204 in Unit 53 and relinquish the two 5-foot utility easements, subject to the utility companies' consent, copies of consent to be forwarded to the LSPOA.

EXHIBIT "A"  
 EASEMENT QUIT CLAIM DEED

SCALE: 1"=40'





**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION**

TO: Lake Shastina Property Owners Association Board  
FROM: Coral Gross, General Manager  
DATE: April 12, 2023  
SUBJECT: Boundary Line Adjustment – Unit 4 , Lots 629, 632 and 628

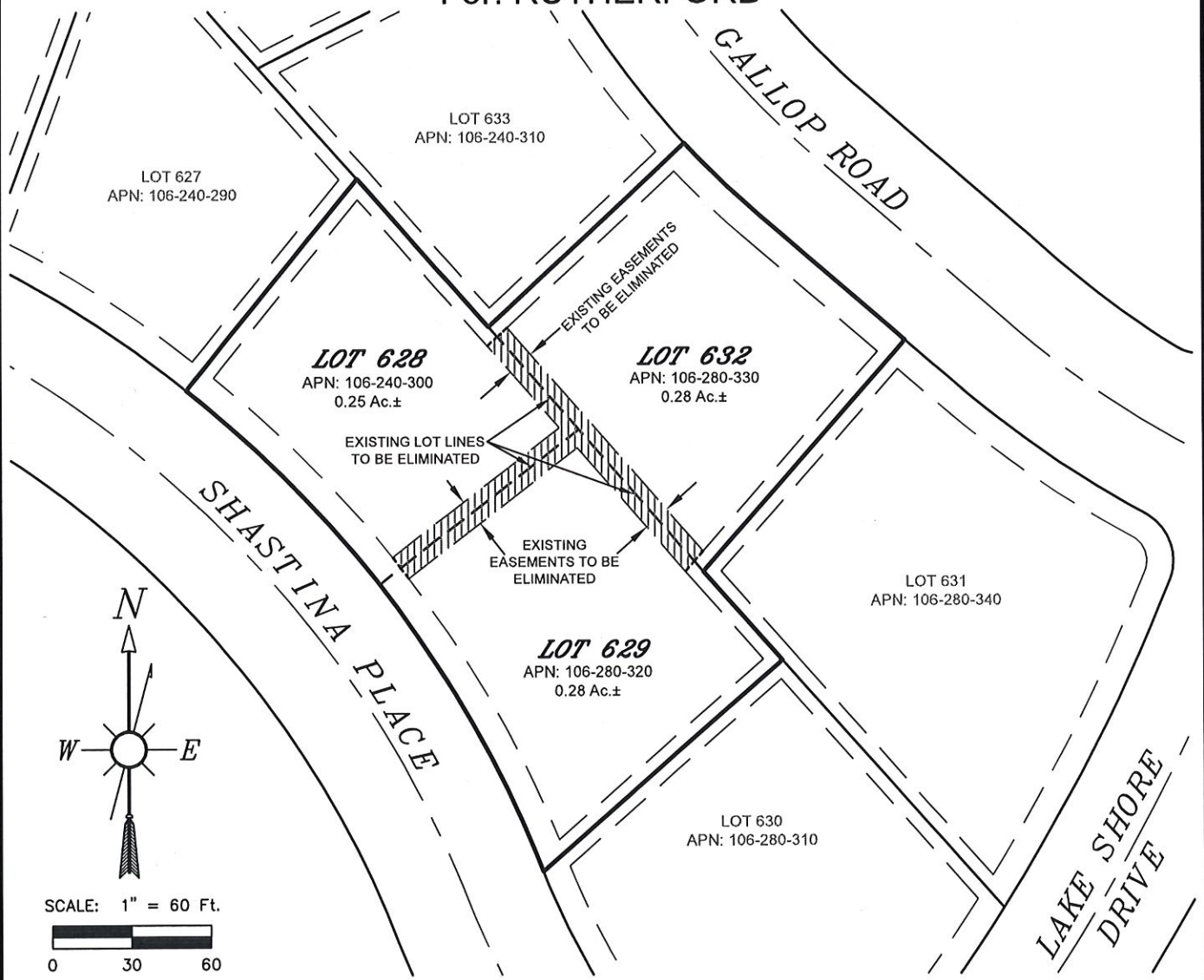
The owners of Lots 629, 632 and 628 in Unit 4 are requesting permission to eliminate the boundary line between the two lots. Based on staff field review, there are no issues with this adjustment.

OPTIONS:

- A) For the Board to approve the Boundary Line Adjustment and approve the elimination of the lot line between Lots 629, 632 and 628 in Unit 4 and relinquish the two 5-foot utility easements, subject to the utility companies' consent, copies of consent to be forwarded to the LSPOA.

# LOT MERGER - BOUNDARY LINE ADJUSTMENT EXHIBIT

## For: RUTHERFORD



**NOTES:**

EASEMENTS SHOWN AND NOTED ARE BASED ON CONDITION OF TITLE GUARANTEE, PROVIDED BY MT. SHASTA TITLE & ESCROW COMPANY, GUARANTEE NUMBER 5026900-6929021 DATED: NOVEMBER 24, 2022.

CC&Rs PER DOC. NO. 14-0010940 APPLY TO THE PARCELS SHOWN.

THIS PLAT IS PROVIDED FOR ILLUSTRATION PURPOSES ONLY, THIS PLAT IS NOT A RECORD OF SURVEY, OR A PARCEL MAP, ADDITIONAL EASEMENTS AND UTILITIES MAY EXIST NOT SHOWN HEREON. PROPERTY LINES AND ACREAGES SHOWN ARE APPROXIMATE BASED ON COUNTY ASSESSOR DATA.



LOTS 628, 629 & 632, LAKE SHASTINA UNIT No.4,  
 (TMB 5, PAGE 22), SECTION 36, T 43 N, R 5 W, M.D.M.,  
 SISKIYOU COUNTY --- CALIFORNIA

**Robert I. Martin**  
**Professional Land Surveying**

P.O. Box 111, Montague, CA 96064  
 Office: (530)459-4432 Cell: (530) 905-1390  
 www.rimartin.com email: robert@rimartin.com

SCALE: 1" = 60'  
 CLIENT FILE: #22076  
 DATE: JAN., 2023  
 SHEET 1 OF 1

ADVANCED COPY  
 FOR REVIEW ONLY 1-5-2023

ROBERT I. MARTIN, L.S. 8778



*LAKE SHASTINA PROPERTY OWNERS ASSOCIATION*

TO: Lake Shastina Property Owners Association Board  
FROM: Coral Gross, General Manager  
DATE: April 12, 2023  
SUBJECT: Boundary Line Adjustment – Unit 53 , Lots 238 & 237

The owners of Lots 238 & 237 in Unit 53 are requesting permission to eliminate the boundary line between the two lots. Based on staff field review, there are no issues with this adjustment.

OPTIONS:

- A) For the Board to approve the Boundary Line Adjustment and approve the elimination of the lot line between Lots 238 & 237 in Unit 53 and relinquish the two 5-foot utility easements, subject to the utility companies' consent, copies of consent to be forwarded to the LSPOA.



**LOT MERGER - BOUNDARY LINE ADJUSTMENT APPLICATION MAP  
FOR JON AND BROOKE RAY**

ADJUSTING/MERGING THE BOUNDARY LINE BETWEEN APN'S 107-200-010 & 020  
ALSO BEING LOTS 237 & 238, LAKE SHASTINA TRACT 1000-5-3  
SITUS ADDRESS: 6425 HOGAN DRIVE, WEED, CA 96094

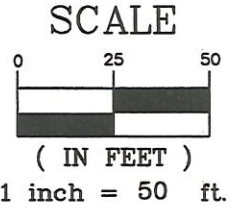
**SURVEY FOR:**  
JON AND BROOKE RAY  
6425 HOGAN DRIVE  
WEED, CA 96094

**SURVEY BY:**  
TERENCE CAMPBELL LAND SURVEYING  
5530 PALMER DRIVE  
WEED, CA 96094

**PARCEL INFORMATION**

APN: 107-200-010-000  
LOT 237, LAKE SHASTINA TRACT 1000-5-3  
OWNER: JON AND BROOKE RAY  
ACREAGE: 0.25 ACRES  
DEED DOCUMENT # 2020-0009416  
ZONING DESIGNATION: RES-1

APN: 107-200-020-000  
LOT 238, LAKE SHASTINA TRACT 1000-5-3  
OWNER: JON AND BROOKE RAY  
ACREAGE: 0.30 ACRES  
DEED DOCUMENT # 2020-0009416  
ZONING DESIGNATION: RES-1



**LEGEND**

- FOUND MONUMENT PER PLAT OF TRACT NO 1000-5-3, TMB 5 PG 66
- B.O.B.** BASIS OF BEARINGS
- ( ) RECORD DIMENSION PER PLAT
- PROPERTY LINE
- PROPERTY LINE TO BE EXTINGUISHED
- BUILDING FOOTPRINT
- MANHOLE
- SEWER CLEAN OUT
- TELECOMMUNICATIONS PEDISTAL
- ELECTRIC VAULT AND PEDISTAL
- WATER VALVE OR METER
- FIRE HYDRANT
- EDGE OF PAVED ROAD
- GRAVEL SUBSTRATE
- CONCRETE SUBSTRATE
- DITCH FLOW-LINE WITH DIRECTION

EXISTING UTILITY EASEMENT PER CCR'S TO BE REMAIN



**LINE TABLE**

LINE	MEASUR
L1	N 88°35'



## *LAKE SHASTINA PROPERTY OWNERS ASSOCIATION*

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TO: Lake Shastina Property Owners Association Board  
FROM: Coral Gross- General Manager  
MEETING DATE: April 12, 2023  
SUBJECT: General Managers Report

Website- We have a new website and it has gone live as of last Monday. Its [www.lakeshastina.org](http://www.lakeshastina.org). Heidi has done a great job finishing it up and will continue to make improvements and keep all of us updated with information located all in one spot. We will have our website address on the green boards and in the kiosks so everyone can find us.

Mill Fire update –We are spending lots of time answering questions and directing people to resources. I am working with our attorney and the board for guidance on the cleanup as well as getting our members motivated. There is some concern with the homes around Zen Mt. I am hoping to get some of this resolved very soon. Roseburg has been slow to respond to our offer, we are still waiting.

The plumes of dust in our area have been bad when the winds pick up. 99% of the dust is coming from the two large landowners at the south end of Lake Shastina. These properties are out of the POA. These landowners have taken all debris down to ground level which leaves raw soil exposed for dust clouds to happen on windy days. This is part of the process for restoration, kill all living plants. I am not sure of the plans they have for the future. Please keep in mind this dust is not coming from POA property. Our greenways have wood chips as ground cover to help keep the dust down. I have plans to start grinding stumps in certain areas very soon. Also, it has come to my attention that the ashes have been causing health issues with some of our survivors. I will be doing everything I can to motivate our members to clean up their lots.

Feral Dogs – I am hoping next month I will have an expert in the field of feral dogs to come and speak at our meeting. As I have stated at multiple meetings, these feral dogs should not be approached, feed or watered. This will encourage them to stay and possibly become aggressive when someone doesn't feed or water them.

Community Yard Sale- In the past we have used Hoy Park and individual residences for the Community Yard Sale. This year the Yard Sale will be at individual homes on May 6<sup>th</sup>. We are assisting Tom Wetter's committee with what we can to advertise. This will be on the Green Boards. Please see our new website for the most updated information.

We are almost done with our May Newsletter. We are waiting for Budget items. Heidi is putting the finishing touches on that.

Fire Abatement workorders. The big dump truck is out of the shop. The crew is working on Pine Needle removal forms first then they will be moving forward with the brush and limb removal. This will take a bit of time and then the crews will be working on the roadways and common areas to clean up after the large tree removal project last month. Once that is complete, they will be getting back to their regular maintenance schedule. If you have questions, please contact the admin office.

Lastly, I would like to thank my office staff, Kari Moser and Heidi Ristuccia for being so dedicated and hard working all the time. We work so well together, this team we created by cross training and talking about issues and working together can't fail. I am excited for this year!!



# Lake Shastina Property Owners Association

## CC&R Compliance Officer Monthly Report – March 2023

### Compliance Monthly Log:

Number of days you were out in the field looking for violations: **6**

- How many new violations did you find? **17**
- Action taken on new and old violations:
  1. Number of courtesy letters: **16**
  2. Non-Compliance Letters: **4**
  3. Hearings: **0**
- Number of resolved violations: **9**
- Number of Complaints: **2**

### Summary

March was a busy month for compliance despite the snowy winter weather. Many of the compliance concerns for the month were associated with residents working on home improvement projects without ECC approval. The violations that occurred were due primarily to a lack of understanding about how the Property Owner's Association regulates residential improvements and activity. To assist the Maintenance Dept. I continued to concentrate on parking violations and storage of personal property in the POA Easements. Generally, a quick discussion with the property owner was all that was required to resolve the matter.

Various compliance matters in March encouraged the opening-up of communications between the Lake Shastina POA, Siskiyou County Realtors, Siskiyou County Code Enforcement, Lake Shastina Police and Fire Departments as well as many of the individual homeowners. It is my belief, developing and maintaining a partnership with allied agencies provides a successful network for compliance resolution.

I am pleased to report, only a small set of violation cases are being prepared to go to Hearing before the LSPOA Board of Directors. It is my goal that these cases will also be brought into compliance without action being taken by the Board. I am very optimistic that we will continue the path of resolution for our most difficult compliance issues.

Spring has sprung and I am looking forward to our community working together to rebuild from the Mill Fire. Also, with clearer weather ahead, I am preparing for home improvement projects to be on the rise keeping both myself and the ECC very busy.



# Lake Shastina Property Owners Association

## ECC Monthly Log:

- The ECC met March 1st and March 15<sup>th</sup>, 2023.
- **1** New Home Construction applications were received, and **1** New Home Construction application was "finalized" by the committee.
- A total of **6** Modification applications were received this month.
- The ECC heard **8** home modification projects and "finalized" **1** modification projects. The ECC approved **1** New Home Construction time extension.

## CC&R Violations Overview: Total Open by Month

		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
CC602	Trespassing on neighbor lot	0	0	1									
2.4(a)	Failure to notify Assoc. of tenants	0	0	1									
5.1(a)	Improvements without approval	2	1	4									
5.1(c.)	Modifications to approved plans w/out perm.	0	0	0									
5.9	Expired construction permit	8	3	0									
6.4	Temporary structure on lot	2	0	0									
6.14	Each residence will have a 2 car garage	0	0	1									
6.15(a)	Fence does not meet MCS	0	1	1									
6.15(b)	Privacy Fence does not meet MCS	0	0	0									
7.1	Common Areas	0	0	0									
7.2	Failure to maintain residence or property	3	1	4									
7.3(a)	Assoc. Maint. Necessitated by Owner Neglect	0	0	0									
8.1	Violating single family occupancy	0	0	0									
8.2	Misuse of common area or use without perm.	7	6	5									
8.3	Noxious activities on lot: noise, traffic, etc.	0	0	0									
8.4	Temporary Structures	0	0	1									
8.6(b)	Sign restrictions on lots	0	0	0									
8.7	Business use of unit	0	0	2									
8.8	Storage of garbage, debris, noxious material	2	0	1									
8.9	Storage of personal property	3	1	3									
8.11	Creating a fire hazard (brush, dead trees, etc.)	0	0	1									
8.14(b)	Storage on POA property without approval	1	1	0									
8.14(d)	Vehicle parking violations	1	2	4									
8.14(e)	Driveway maintained neat & orderly	1		2									
8.14(f)	Garage for vehicle storage / alter to living space	0	0	0									
Assoc.	Rule Number 3, Section #6 Flags up for more than 90 Days.	0	0	0									
Assoc.	Rule Number 1, Section #6 No short-term Rentals	2	1	0									
	<b>Siskiyou County Code Enforcement Referral</b>	0	0	1									
	<b>Total Violations:</b>	<b>32</b>	<b>16</b>	<b>32</b>									



# Lake Shastina Property Owners Association

## Violation Activity

*New Violation(s) for March 2023- 17 (56 YTD)*

*Resolved/Resolving Violation(s) voluntarily-32 (9 Closed in March. Expected to resolve 13 in April.)*

*Total Closed Violations to date - 23*

*Total Open Violations -53*

Fines Billed at end March	\$	450.00
Fines Billed YTD.....	\$	1650.00
Fines Collected YTD	\$	0.00

# POA Maintenance

Feb. 28, 2023	
<b>Shop &amp; Yard</b>	<ul style="list-style-type: none"> <li>*Repaired cinder spreader #69</li> <li>*Repaired roller #19</li> <li>*Repaired deck mower for John *Deere tractor #41</li> <li>*500 Hour service bobcat #502</li> <li>*Bobcat at dealer for repairs</li> <li>*Weekly shop maintenance/clean up</li> </ul>
<b>CCB</b>	<ul style="list-style-type: none"> <li>*Weekly cleaning and maintenance</li> <li>*Monthly deep clean and maintenance</li> <li>*Repaired/sealed leaking roof vents</li> </ul>
<b>Boat Ramp</b>	<ul style="list-style-type: none"> <li>*Adjusted boat dock with rising lake</li> </ul>
<b>Hoy Park</b>	<ul style="list-style-type: none"> <li>*Trimmed up trees around park</li> <li>*Regular park cleaning/trimming</li> <li>*Trimmed/maintained native gardeners plants/bushes</li> </ul>
<b>Walking Trails</b>	<ul style="list-style-type: none"> <li>*Established walking trail markers</li> </ul>
<b>Green Belt &amp; Spaces</b>	<ul style="list-style-type: none"> <li>*Mowed POA lots and spaces</li> <li>*Mowed fire fuel breaks around 8's</li> <li>*Removed and chipped burned trees</li> </ul>
<b>Main Entrance</b>	
<b>Mailbox Units</b>	
<b>Clean Up</b>	<ul style="list-style-type: none"> <li>*Started clean up of branches left behind from contracted tree removal</li> </ul>
<b>Fire Fuel Removal</b>	<ul style="list-style-type: none"> <li>*Mowed fire fuel breaks</li> </ul>
<b>Roads</b>	<ul style="list-style-type: none"> <li>*Repaired/paved trench cut at main entrance</li> <li>*Mowed road edges</li> <li>*Cleaned and repaired culverts &amp; drainage throughout district</li> <li>*Swept roads</li> <li>*Pulled road edges</li> <li>*</li> <li>Plowed snow</li> </ul>
<b>Miscellaneous</b>	

# POA Maintenance

March 31, 2023	
<b>Shop &amp; Yard</b>	<ul style="list-style-type: none"> <li>*Plow maintenance</li> <li>*Equipment attachment maintenance</li> <li>*Equipment maintenance</li> <li>*Weekly shop/yard cleaning</li> </ul>
<b>CCB</b>	<ul style="list-style-type: none"> <li>*Cleaned up tree removal</li> <li>*Weekly cleaning</li> <li>*Monthly deep clean</li> </ul>
<b>Boat Ramp</b>	<ul style="list-style-type: none"> <li>*Repaired boat dock</li> </ul>
<b>Hoy Park</b>	<ul style="list-style-type: none"> <li>*Weekly park maintenance</li> <li>*Weekly park clean up</li> </ul>
<b>Walking Trails</b>	
<b>Green Belt &amp; Spaces</b>	
<b>Main Entrance</b>	
<b>Mailbox Units</b>	<ul style="list-style-type: none"> <li>*Mailboxes were vandalized around 8's currently trying to remove paint and repair</li> </ul>
<b>Clean Up</b>	<ul style="list-style-type: none"> <li>*Clean up of branches left behind from contracted tree removal</li> </ul>
<b>Fire Fuel Removal</b>	<ul style="list-style-type: none"> <li>*Removed/cleaned up branches left behind from local fire dept left in POA drainage along Cottonwood DR.</li> <li>*Removed/cleaned up branched left behind from fire line construction around Mt. Blanch and Cottonwood</li> </ul>
<b>Roads</b>	<ul style="list-style-type: none"> <li>*Fixed/repared street signs</li> <li>*Plowed snow</li> <li>*Cleaned up/repared road edges in burn</li> </ul>
<b>Miscellaneous</b>	<ul style="list-style-type: none"> <li>*POA dump truck has been repaired and picked up from shop</li> </ul>





# Lake Shastina Property Owners Association

---

TO: Lake Shastina Property Owners Association Board  
FROM: Coral Gross - General Manager  
DATE: April 12, 2023  
SUBJECT: Bids for Road Sign Replacement

There are 137 road signs that are fading, peeling, or missing, and need to be replaced. We have three bids from Statewide, Cantel Sign Department, and The Sign Dude to replace these signs.

Road Sign Replacement bids received are:

- |                           |              |
|---------------------------|--------------|
| 1) Statewide              | \$ 6,397.47  |
| 2) Cantel Sign Department | \$ 8,828.50  |
| 3) The Sign Dude          | \$ 12,168.79 |

We have ordered from Statewide before, they clearly have the best price. I believe them to be a professional business and expect the quality will be too.



### Sales Quotation

QUOTE #	08004385
LOCATION	08
DATE	03/14/23
PAGE	1 of 3

**BILL TO**

S1233901  
 LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

**SHIP TO**

LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

QUOTE DATE 03/14/23	EXPIRE DATE 04/13/23	REQUIRED DATE	REFERENCE NUMBER	PAYMENT TERMS NET 30
WRITTEN BY Laura Griffiths			CONTACT MIKE COLOMBO	SHIP VIA
FREIGHT TERMS PREPAID			JOB NUMBER	SALES REP REDDING HOUSE

PRODUCT/DESCRIPTION	QUANTITY	PRICE	U/M	EXTENSION
SR1372 R1-1 24"X24" ALUM .080 HI STOP	60	40.000	EA	2,400.00
CUSTOM SIGN THIS WAY OUT STRAIGHT 24X18, BLK/WHT	8	39.000	EA	312.00
*CUSTOM SIGN THIS WAY OUT LEFT 24X18, BLK/WHT	5	39.000	EA	195.00
*CUSTOM SIGN THIS WAY OUT RIGHT 24X18, BLK/WHT	6	39.000	EA	234.00
*CUSTOM SIGN R2-1 25 MPH 18X24, BLK/WHT	15	39.000	EA	585.00
*CUSTOM SIGN W13-1P 15 MPH 18X18, BLK/YEL	4	29.000	EA	116.00
*CUSTOM SIGN	5	81.000	EA	405.00

Continued



**STATEWIDE**  
 STATEWIDE REDDING  
 6479 EASTSIDE ROAD  
 REDDING, CA 96001-9305

**Sales Quotation**

QUOTE #	08004385
LOCATION	08
DATE	03/14/23
PAGE	2 of 3

**BILL TO**

S1233901  
 LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

**SHIP TO**

LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

QUOTE DATE 03/14/23	EXPIRE DATE 04/13/23	REQUIRED DATE	REFERENCE NUMBER	PAYMENT TERMS NET 30
WRITTEN BY Laura Griffiths		CONTACT MIKE COLOMBO		SHIP VIA
FREIGHT TERMS PREPAID		JOB NUMBER		SALES REP REDDING HOUSE

PRODUCT/DESCRIPTION	QUANTITY	PRICE	U/M	EXTENSION
W1-1 RIGHT TURN ARROW 30X30, BLK/YEL				
*CUSTOM SIGN W1-2 LEFT CURVE ARROW 30X30, BLK/YEL	5	81.000	EA	405.00
*CUSTOM SIGN W1-5 CURVED ARROW 30X30, BLK/YEL	3	81.000	EA	243.00
*CUSTOM SIGN R8-3 NO PARKING 12X18, RED/WHT	5	19.500	EA	97.50
*CUSTOM SIGN ICY 30X30, BLK/YEL	10	81.000	EA	810.00
*CUSTOM SIGN SLOW CHILDREN AT PLAY 12X18, BLK/YEL	5	19.500	EA	97.50
*CUSTOM SIGN R1-3 4-WAY	5	13.000	EA	65.00

**Continued**



**STATEWIDE**  
 479 EASTSIDE ROAD  
 REDDING, CA 96001-9305

**Sales Quotation**

QUOTE #	08004385
LOCATION	08
DATE	03/14/23
PAGE	3 of 3

**BILL TO**

S1233901  
 LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

**SHIP TO**

LAKE SHASTINA PROPERTY  
 OWNER'S ASSOCIATION  
 16320 EVERHART DR  
 WEED, CA 96094-9400

QUOTE DATE 03/14/23	EXPIRE DATE 04/13/23	REQUIRED DATE	REFERENCE NUMBER	PAYMENT TERMS NET 30
WRITTEN BY Laura Griffiths			CONTACT MIKE COLOMBO	SHIP VIA
FREIGHT TERMS PREPAID		JOB NUMBER		SALES REP REDDING HOUSE

PRODUCT/DESCRIPTION	QUANTITY	PRICE	U/M	EXTENSION
---------------------	----------	-------	-----	-----------

12X6, RED/WHT

MERCHANDISE TOTAL	HANDLING	MISC CHARGE	TAX	FREIGHT	QUOTE TOTAL
5,965.00	0.00	0.00	432.47	0.00	6,397.47

Accepted:

By: \_\_\_\_\_

Date: \_\_\_\_\_

March 14, 2023



Quote:

All signs quoted hi-intensity reflective  
on .080 aluminum

qty (60) 24x24 R1-1 Stop  
\$54.00 each

qty (20) 24x18 This Way Out  
\$65.00 each

qty (15) 18x24 R2-1 Speed Limit 25  
\$58.50 each

qty (4) 18x18 W13-1p 15mph  
\$57.00 each

qty (13) 30x30 Misc. Arrows  
\$114.00 each

qty (5) 12x18 R8-3 No Parking  
\$49.00 each

qty (10) 30x30 ICY  
\$102.60 each

qty (5) 12x18 Slow Children at Play  
\$41.00 each

qty (5) 18x6 All Way  
\$45.00 each

**TOTAL: \$8828.50**

Quote good for 60 days from the above date.

**Cantel of Medford, Inc.**

3981 Crater Lake Hwy.

Medford, Or. 97504

541-773-2765

[signs@cantelofmedford.com](mailto:signs@cantelofmedford.com)



**The Sign Dude, Inc.**  
 PO Box 3272  
 Central Point, OR 97502  
 Ph: (541) 858-2701  
 FAX: (541) 858-2702  
 Email: orders@thesigndude.com  
 Web: http://www.thesigndude.com

**Estimate #: 38486**

**FOLLOW US ON FACEBOOK**

<b>Created Date:</b>	3/14/2023 9:17:08AM	<b>Prepared For:</b>	Lake Shastina Property Owners Assoc
<b>Salesperson:</b>	House Account	<b>Contact:</b>	William Bullington
<b>Email:</b>	orders@thesigndude.com	<b>Office Phone:</b>	(530) 905-1503
<b>Not Specified:</b>	(541) 858-2701	<b>Email:</b>	65bullington@gmail.com
<b>Entered by:</b>	Lance Carroll	<b>Address:</b>	OR

**Description: New Signs**

		Quantity	Unit Price	Subtotal
<b>1</b>	<b>Product:</b> Design <b>Description:</b> Design; layouts; proofs; revisions and/or production art • 1 Files • 2 hr Creative Design Time Per File.	1	\$210.00	\$210.00

		Quantity	Price	Discount	Unit Price	Subtotal
<b>2</b>	<b>Product:</b> Rolled Prints <b>Description:</b> 60x stop 8x Arrow Straight ahead 5x Arrow pointing left 7x Arrow Pointing Right 15x 25 MPH 4x 15MPH (Yellow) 5x Arrow Curve Right 5x Arrow Curve Left 3x Curvy Road 5x No Parking 10x Icy 5x Slow Children At Play 5x 4 Way Stop • 137- 18 in (W) x 24 in (H) Single Sided Print(s) made from 5600RA - Reflective Oracal 5mil 54" stock material • Mounted on: PC - 48"x96" Poly-Core 3mm (1/8") White, PC - 48"x96" Poly-Core 3mm (1/8") White • Laminated with 210 Gloss - Oracal 2.5mil Economy PVC 54" on face • Finishing - Drilling (Per Sign): 2	137	\$11,958.79	\$2,989.70	\$65.4678	\$8,969.09

**Notes** Please make sure you've reviewed our Policies & Disclosures: <https://thesigndude.com/policies/>

<b>Estimate Total:</b>	\$12,168.79
<b>Discounts:</b>	\$2,989.70
<b>Subtotal:</b>	\$9,179.09
<b>Total:</b>	\$9,179.09
<b>Deposit Required:</b>	\$4,589.55

**Payment Terms:** Balance due upon receipt.

**Client Reply Request**

Estimate Accepted "As Is". Please proceed with Order.  Other: \_\_\_\_\_  
 Changes required, please contact me. **SIGN:** \_\_\_\_\_ **Date:** / /

Item #17



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

Date: 04/12/2023

To: LSPOA Board of Directors

From: Kari Moser, CC&R Compliance Officer

Re: Business Use of Unit Application:  
Geno Zandona/Dad Bod Snackz  
4041 Rainbow Dr. Weed, CA 96094  
Unit 52/ Lot 101 APN: 107-120-280

In accordance with Board Resolution 1-05 I have gone out and investigated the attached application for a Business Use of Unit. The applicant has filed the necessary paperwork and answered all the appropriate questions. I have inspected the lots and did not find any signage or equipment violating the CC&R's.

It is my opinion that this business will not have an adverse effect upon the residential character of the neighborhoods, and I therefore recommend approval of this application.



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

MAR 20 2023

Exhibit "A" Resolution 1-05

Application for Business Use of Unit

In order to process your request for a home base business permit, Lake Shastina requires a \$50 processing fee due upon submittal of the application. Application process consists of site inspections, picture documentation, county approval and or permits, and Board of Director approval. Approval/denial will be given no later than 45 days after the processing date.

I, Geno Zandona, am a member in the Lake Shastina Property Owners Association (LSPOA) residing at 4041 Rainbow Dr. I agree that that the status of my account is in good standing and will remain in good standing. I wish to use my unit for a purpose other than residential, and acknowledge that I require the prior, written consent of the LSPOA Board of Directors in order to do so as per Article VIII, Section 8.7.

The type of use I wish to put my unit to is as follows: California Cottage Food Operator (include letter to Board outlining type of business, impact to neighborhood, etc.) Cover items #1 to #12.

I represent that, in connection with this use:

- 1. The business use is consistent with the residential character of the community, including Covenants, Conditions and Restrictions (CC&R) of the LSPOA and complies with all applicable federal, state and local ordinances.
2. I have all necessary approvals for the business from the appropriate local governmental agency.
3. The business use will not put an undue burden on any of the community association's common elements or cause an increase in common expenses
4. The business use won't create noise, vibration, glare, fumes, odors, or electrical or electronic interference detectable by neighbors.
5. There will be no displays or signs indicating that the Unit is being used as other than a residence. All signs on vehicles will not exceed a total of four (4) square feet.
6. The business will not generate significant traffic, foot or vehicular or parking usage by clients, customers, delivery services, or others.
7. No equipment or other items related to the business will be stored, parked or otherwise kept outside the unit or on any common area.
8. The business has no employees on-site, other than members of my family who also reside in the unit.
9. The business won't involve the use, storage, or disposal of any materials classified as hazardous materials under federal, state, or local law.
10. The business use of my unit will be subordinate to its use as a residence, and will not require any external modifications that detract from the residential appearance of the unit.
11. Should the business use of my unit increase the association's insurance or other costs, I agree to pay the amount of that increase.
12. All information provided, as part of this Agreement and by signature of this Agreement, complies with the LSPOA CC&R. Any violations of this agreement, makes my permit null and void.

SIGNED

[Handwritten signature]

DATE

3/19/23



MAR 20 2023

## Application for Business Use of Unit

Geno Zandona Dad Bod Snackz LLC  
4041 Rainbow dr Weed Ca 96094

Good day, My name is Geno and i would like to apply to continue to use my home for my small business.

I would like to start by apologizing. I didn't know that I needed a business license other than my county licenses.

Attached is the information requested as well as a copy of my Siskiyou County business lic and my California Cottage food operators permit.

### Answers to questions 1-12 of Resolution 1-05:

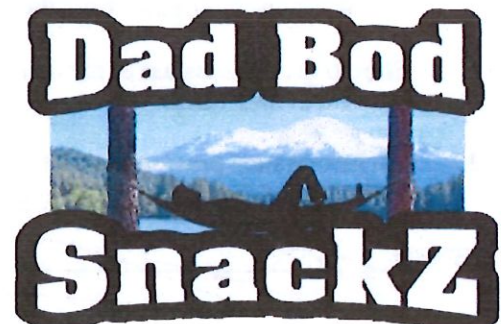
- #1. The Business is Consistent with the Residential character of Lake Shastina.
- #2. I Have my Business lice and California Cottage food operators permits (please see attached)
- #3. I don't think I could put a burden on the community. We are actually very active with Charity and raising money for school sports and breast cancer with our Chips.
- #4. I make home made chips in my kitchen. We have a good separation between us and the neighbors and have not had any complaints yet about noise, smells, or my terrible singing. The 4 surrounding homes are actually very good supporters/customers of my product.
- #5. We currently don't have any Displays on the home or cars promoting the business. I don't really think that we will put one up.
- #6. I don't do direct sales from home, all my chips are sold in stores. So there is no increase in traffic.
- #7. All work is done in the kitchen. I have no heavy equipment outside my home.
- #8. I have no employees, I can't even get my kids to help half the time. However my wife still demands that she is the boss and she gives me orders even though its my business
- #9. No Storage or use of Hazardous materials.
- #10. The Residence is our only home and will not change the outside Appearance.
- #11. I will pay insurance increases if any. I have homeowners, Business and food operators insurance.
- #12. All information given is true to the best of my knowledge and I'll do my best to comply with LSPOA CC&R. I'll be sure to check in from time to time.

Thank you very much for your Consideration.

Geno Zandona

[Dadbodsnackz@yahoo.com](mailto:Dadbodsnackz@yahoo.com)

530-859-3146



MAR 20 2023

**COUNTY OF SISKIYOU**  
**YREKA, CA**  
**BUSINESS LICENSE**

\$ \$76.00

4269

**BUSINESS LICENSE NUMBER**

**HAVING PAID** \$76.00

**INTO THE COUNTY TREASURY** 12/6/2022

**A LICENSE IS HEREBY GRANTED TO:**

DAD BOD SNACKZ

GENO ZANDONA

**TO TRANSACT THE BUSINESS OF:**

COTTAGE FOOD PERMIT

**IN THE COUNTY OF SISKIYOU FOR ONE YEAR FROM**

1/1/2023 **TO** 12/31/2023

**IN CONFORMITY WITH THE PROVISIONS OF THE LAW AND AN  
ORDINANCE OF THE BOARD OF SUPERVISORS**

**DIANE OLSON**

*Diane Olson*

**AUDITOR-CONTROLLER**

**JENNIFER TAYLOR**

*Jennifer Taylor*

**TREASURER-TAX COLLECTOR**

DAD BOD SNACKZ  
4041 RAINBOW DR  
WEED, CA 96094



## Siskiyou County

806 South Main Street  
Yreka CA 96097  
Phone: 530-841-2100  
Fax: 530-841-4076  
<https://www.co.siskiyou.ca.us/>

### Cottage Food Permit

License Number: 000865

DAD BOD SNACKZ  
4041 RAINBOW DR  
WEED

Cottage Food Operator Class: Class B  
Fees Paid: \$105.00  
Issued Date: 12/30/2022

#### NON-TRANSFERABLE

THE COUNTY ENVIRONMENTAL HEALTH DIVISION SHALL BE NOTIFIED WITHIN 30 DAYS OF ANY CHANGE OF NAME, OWNERSHIP OR OPERATOR. THIS PERMIT IS GRANTED IN ACCORDANCE WITH THE PROVISIONS OF THE CALIFORNIA RETAIL FOOD CODE AND MAY BE SUBJECT TO SUSPENSION FOR VIOLATIONS OF ANY PROVISIONS OF SAID CODE.

12/30/2022 - 12/31/2023

Valid Dates

SEAL SISKIYOU COUNTY

POST IN A CONSPICUOUS PLACE

MAR 20 2023



## LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

TO: Lake Shastina Property Owners Association Board  
FROM: Heidi Ristuccia, LSPOA Administration Assistant  
MEETING DATE: April 12, 2023  
SUBJECT: Cooking Class Request for Community Center Usage

Enclosed is a Community Center Building rental application and request for Cynthia Colvin and Louis Sausada community-based cooking classes.

1. The use of the Community Center Building twice a month on Saturday afternoons from 2:00pm to 4:00pm. They are flexible if scheduling conflicts arise.
2. Estimated number of people attending 20 (estimated on the application)
3. Requesting the following:
  - a. Deposit: \$150 waived
  - b. Cleanup Fee: \$75 waived
  - c. Rental Fee: \$50 per day

Considering the benefits to the community, staff recommends this request be granted under the conditions listed above.



MAR 21 2023

LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
COMMUNITY CENTER RENTAL AGREEMENT

In exchange for the right to make use of the real property of LAKE SHASTINA PROPERTY OWNERS ASSOCIATION, more specifically described as: LAKE SHASTINA PROPERTY OWNERS ASSOCIATION COMMUNITY CENTER AND PARK AREA hereinafter "LSPOA", and

Cynthia Colvin & Louis Sanceda hereinafter "Renter", agrees as to follows:

1. PERMITTED USE: Said premises shall be used only on \_\_\_\_\_, 2023, and shall be used only for the purpose of:

Cooking Classes / Art classes

2. Our insurance does not cover the consumption of alcoholic beverages on the premises. Any group or individual who serves, or plans to consume alcohol on LSPOA property, will need to follow the proper procedures as outlined below:

- a. Must obtain approval of LSPOA Board of Directors,
- b. Must supply Association with an insurance policy binder on your homeowner's policy naming **LSPOA as additional insured**,
- c. Police Department will be notified of event date and will do periodic drive-bys.

Will alcoholic beverages be on premises or served? Yes \_\_\_\_\_ No X  
(If Yes, see Items 2 and 6 of Rental Policy and Guidelines)

Will alcoholic beverages be sold? Yes \_\_\_\_\_ No X  
(If Yes, see Items 2 and 6 of Rental Policy and Guidelines)

Will minors attend the function? Yes possibly No \_\_\_\_\_

If minors attend, name three adults that will be responsible for ensuring that minors remain under control.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HOLD HARMLESS CLAUSE – Renter agrees to provide legal defense and to indemnify and hold harmless and free from liability the LSPOA, its officers, agents, or employees while acting as such, from any and all claim for damages, demands, costs, or expenses which the Renter shall become obligated to pay by reason of liability imposed law because of injury to property or injury to or death of persons received or suffered by reason of any act, omission or negligence of the Renter, or arising from an accident or injury in connection with or attributable to the operation, maintenance, use or occupation of the premises by the Renter. The responsible party or the applicant representing the responsible party agrees to pay all costs incurred in repairing or replacing damaged Association equipment or facilities.

Cynthia Colvin  
Signature of Applicant / Responsible Party

LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
COMMUNITY CENTER RENTAL APPLICATION

APPLICANT / RESPONSIBLE PARTY:

LSPOA Member (private event): Cynthia Colvin Louis Sauseda  
[Also: Rancho Hills Community Association (RHCA) and Spearpoint Community Association (SCA) Members (private event), per Res. 5-81.]

or

Organizations, commercial ventures and private events for non-LSPOA, non-RHCA and non-SCA Members.

Address 17422 Cottontail Dr. Phone (530) 925-1422  
Date(s) Requested Open request Time(s) daytime 12-4 timeframe  
To Be Used For Community based classes  
Estimated Number in Attendance 15-20  
Cynthia Colvin Louis Sauseda  
Signature of Applicant/Responsible Party

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To hold your reservation, a deposit must be received by the LSPOA office with a completed application. Fees and an insurance certificate, (if required), must be received by the LSPOA office fourteen days prior to event, if not paid at the time of application submittal. Deposit is refundable upon compliance with the Rental Policy and Guidelines for use of the Community Center, (see attached Rental Policy and Guidelines), and after staff inspection of building and inventory.

**Deposit**----- \$150.00 per event    Applicable: YES \_\_\_ NO \_\_\_

**Maintenance Fee** ----- \$75.00 per event    Applicable: YES \_\_\_ NO \_\_\_

**Rental Fee – LSPOA Members (private event)**----- \$40.00 per day    Applicable: YES \_\_\_ NO \_\_\_  
[Also: RHCA and SCA Members (private event), per Res. 5-81.]

**Rental Fee – Organizations, commercial ventures** ----- \$150.00 per day    Applicable: YES \_\_\_ NO \_\_\_  
and private events for non-LSPOA, non-RHCA and non-SCA Members.

**Fee for Alcohol** on premises (served or sold) ----- \$100.00 per event    Applicable: YES \_\_\_ NO \_\_\_  
(NOTE: Insurance certificate naming LSPOA as additional insurance required fourteen days prior to event.)

Total Due: \$ \_\_\_\_\_ (\$ \_\_\_\_\_ Refundable Deposit)

LSPOA to retain a copy of the check with the application.

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Your application has been        (APPROVED)        (DENIED)

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Representative of LSPOA

Correspondence between LSPOA and Cynthia Colvin

**March 24, 2023**

Thank you for this opportunity to introduce ourselves and share our story.

We are Lou Sauseda and Cynthia Colvin and together we have built a community based food service business called Cyndarella's Kitchen. We started 3 years ago after being asked by Denise Spayd to provide a service for our local community in offering a ready to eat, affordable meal that could be picked up from the Farmer's Market in Lake Shastina. We did this as a weekly dinner service up until a month ago when the commercial kitchen we have been using is now on a property that is on the market for sale.

Since then we have had to reprioritize our efforts, redefining what we want and how to get there. Our interest in cooking and feeding people has been a lifelong passion with many years in the food service industry. Lou is a Chef of many years from the Southern California area then to the San Francisco Bay Area where he spent many years as the Executive Chef running a 4 star Golf and Country Club. I have been a Caterer for over 40 years along with being a former restaurant owner with a restaurant in Mount Shasta for 11 years. Together we have combined our knowledge and experience to create and serve our community healthy and delicious meals.

As we are trying to navigate this new chapter in our lives we are looking for ways to be active in our community and stay connected with our love of not only cooking and creating meals, but with a desire to teach people how to cook and make delicious meals at home. Chef Lou taught Culinary Courses through College of the Siskiyou's a few years back, which was held at the Weed Community Center. Most recently we had begun to launch our own culinary classes at our kitchen space in Gazelle. The classes were a huge hit and were well received. We sold out both classes, with a wait list to attend for both classes. We believe that people are interested in learning about better ways to improve their cooking skills and are passionate about good food.

We are looking to continue our classes and are currently looking to find a location to host a small group of people to bring together to share our years of cooking experience. The community building and the existing facilities are a perfect spot to showcase our skills and give the community something new and exciting to explore. This could turn into some fun and exciting activities for our friends and neighbors to come together and share a common theme of appreciation of a good meal and ways to improve their skills.

Thank you for considering our request to help us create a community based experience for our beautiful Lake Shastina family.

Cordially,  
Lou Sauseda and Cynthia Colvin



### **March 27, 2023**

Our cooking classes will cover a variety of topics. We started with Knife Skills and ended up with a waiting list. Our next class was an in person session where they watched as Chef Lou prepared 4 different basics of classic pastas. After each round, the class got to sample the food.

We did serve wine and beer and bottled water. We do not charge for these as it's mostly for palate cleansing and not a party scene.

Most all of our "students" are 45-75 years of age, with a sprinkling of 1-3 /25-35 year olds.

Alcohol is not necessary, its a nice feature, but we would not be able to pay for the extra security to monitor little old ladies drinking a small portion of wine!

We do charge for the classes to cover our costs. We usually feed the class with the food we are demonstrating. On the knife skills class, we showed them how to cut and roast a whole chicken and we had some roasted and ready to eat at class end. We would use the kitchen facilities for the stove, keeping things warm, but mostly cooking from a portable electric single burner as a demo burner on a table. Usually because we can't get people around a small kitchen space to view the techniques.

We have found that to really get everyone in view of what's being taught we have to limit our class size to around 20 people maximum.

We would love to do a class for kids at some point teaching basic skills and safety skills.

We would like to have this be a great addition and feature for our community. We understand things cost money and paying the small fee for the rental of the space seems reasonable. Also, we would be happy to pay the cleaning costs, as we usually are a bit tired after the classes to really want to dig in and clean and sanitize everything.

If we could negotiate a lower price for the rental and cleaning that would be great.

We would most likely have the classes on a Saturday afternoon from 2:00 - 4:00. I know we are coming into the weddings and party season, so we would have to be flexible as to when we would be able to accommodate people during the week. We'd like to have classes twice a month, every other week, if possible.

### **March 30, 2023**

When we taught our classes at the Weed Community Center the daily rate was \$50. We would pass this on to the cost of the class plus the cost of the foods we are demonstrating, so if we have only say, 20 people our costs to teach per student would remain reasonable and affordable for most all of our seniors. We are extremely grateful for the opportunity to create a community class. We always leave a place clean, by wiping down all the surfaces we've used and ensuring that the floor is swept and all trash removed. We are open to any suggestions or input that you have as this is fairly new for us as well. I hope that answers your question.