



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

AGENDA

Regular Meeting

Wednesday, July 12, 2023 – 5:00 p.m. (Closed Session 3:30 p.m.)

Administration Building

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

CALL TO ORDER:

LSPOA Board Roll Call: CHANDLER___ GREEN___ MACINTOSH ___ PURSELL___ TUCKER ___

CLOSED SESSION:

- A. Approval of Closed Session Minutes: June 21, 2023
- B. Variance Hearings
- C. Current Violations
- D. Citizen of the Year
- E. Policy Update
- F. Personnel Matters

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 June 21, 2023
- B. Cash Flow Report: June 2023 and July 2023
- C. Budget Comparison: FY 2022/23 YTD
- D. Balance Sheet: Quarterly Report FY 2022/23
- E. ECC Minutes: June 2023
- F. Maintenance Report

DISCUSSION / ACTION ITEMS

- 2. Manager Report (GM GROSS)
- 3. Compliance Officer Report (CO MOSER)
- 4. Approval to cancel August Regular Meeting (GM GROSS)

STAFF COMMENTS:

BOARD MEMBER COMMENTS:

ADJOURN TO CONTINUE CLOSED SESSION:

ADJOURNMENT: The next LSPOA Regular Meeting has been cancelled due to our annual meeting on August 12, 2023, at 10:00 a.m. at the Community Center Building.

- D. Citizen of the year Memo Coming Monday.

- 1B. Cash Flow Report: June 2023 and July 2023
- 1C. Budget Comparison: FY 2022/23 YTD
- 1D. Balance Sheet: Quarterly Report FY 2022/23 YTD

The above reports were not available for packet delivery.

If, provided, it will be forwarded to the Board, via email, prior to the meeting.

Item # 1A



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

Regular Meeting
 Wednesday, June 21, 2023 – 5:00 p.m. (Closed Session 3:30 p.m.)
 Administration Building
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281
Unapproved MINUTES

CALL TO ORDER:

LSPOA Board Roll Call: CHANDLER MACINTOSH PURSELL TUCKER

CLOSED SESSION: Call to order: 3:32pm

- A. Approval of Closed Session Minutes: May 10, 2023- **Approved.**
- B. Board Vacancy Interviews – **Carried out.**
- C. Current Violations: **Discussion and direction given.**
- D. Mill Fire – **Discussion and direction given.**
- E. Calendar of Events – **Discussed.**
- F. Personnel Matters – **Discussion and direction given.**

With no objection by the Board, Pres. Chandler adjourned Closed Session at 4:50pm.

REGULAR MEETING: 5:01pm

Also present: GM Gross, AA Ristuccia and CO Moser.
There was approximately 12 people present.

PLEDGE OF ALLEGIANCE: **Carried out.**

MEMBER COMMENTS: **Taken.**

PUBLIC COMMENT: **None.**

CONSENT CALENDAR:

1. A. Approval of Minutes: Regular Meeting May 10, 2023
- B. Cash Flow Report: May 2023 and June 2023
- C. Budget Comparison: FY 2022/23 YTD
- D. Balance Sheet: Quarterly Report FY 2022/23
- E. ECC Minutes: May 2023

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

Ayes: Directors Chandler, MacIntosh, Pursell, and Tucker

Noes: None

Absent: None

DISCUSSION / ACTION ITEMS:

2. Managers Report – **Reported.**
3. Compliance Officer Report – **Reported.**
4. Operating to Reserves

Motion by Dir. MacIntosh 2nd by Tucker to approve moving \$98,769.45 to the reserves.

Ayes: Directors Chandler, MacIntosh, Pursell, and Tucker

Noes: None

Absent: None

5. CPA Contract

Motion by Dir. Pursell 2nd by Chandler to approve the CPA Contract as presented.

Ayes: Directors Chandler, MacIntosh, Pursell, and Tucker

Noes: None

Absent: None

6. Consideration of not holding LSPOA Director Election

Motion by Dir. Chandler 2nd by MacIntosh to approve the cancellation of the LSPOA Director Election.

Ayes: Directors Chandler, MacIntosh, Pursell, and Tucker

Noes: None

Absent: None

7. Board Vacancy Appointment **Carried out.**

STAFF COMMENTS: **Taken.**

BOARD MEMBER COMMENTS: **Taken.**

ADJOURNMENT: **at 5:42pm.** The next LSPOA Regular Meeting is to be held on July 12, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

Approval Date: _____

Alan Pursell, LSPOA Secretary

Item # 1E

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION
ENVIRONMENTAL CONTROL COMMITTEE (ECC)
6/14/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Regular Meeting - Administration Building

Item 1. CALL TO ORDER

9:31 am

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

Absent: Green, L.

Staff Present: Moser, K.

Item 2. APPROVAL OF AGENDA

06/14/2023

Motion: Approve Agenda

Motion by: Mohlabane; Second by: O'Conner

Votes: Ayes: Mohlabane, N. Moser, R. Chandler, D. O'Conner, K.

Noes: None

Absent: Green, L.

Motion Carries

Item 3. APPROVAL OF MINUTES

05/24/2023

Motion: Approve Minutes

Motion by: Moser; Second by: Mohlabane

Votes: Ayes: Mohlabane, N. Moser, R. O'Conner, K.

Noes: Chandler, D.

Absent: Green, L.

Abstain: Chandler

Motion Carries

Item 4. WRITTEN COMMUNICATION

None

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION
ENVIRONMENTAL CONTROL COMMITTEE (ECC)
6/14/2023 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>
4 / 14	2023-028m Shed	106-250-220	6015 CENTER PLACE	Larry Culligan	Moser, K.
	Final Approval	6/14/2023	K. Moser to review and recommend. Motion by Mohlabane. 2nd by Moser to give final approval for shed and authorize deposit refund. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
4 / 121	2018-004m Fence	106-430-340	16806 LAKE SHORE DRIVE	Bouchez, Christian & Lisa	Adams
	Final Approval-Compliance	6/14/2023	K. Moser to review and recommend. Motion by Mohlabane. 2nd by O'Conner to give final approval for fence contingent Owner signs EUA. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
5 / 134	2023-045m Fence-Compliance	107-040-070	16809 BOROS COURT	Danti and Beatrice Vanni	
	Final Approval-Compliance	6/14/2023	K. Moser to review and recommend. Motion by Moser. 2nd by O'Conner to approve fence as presented contingent fence is tightened up and not so wobbly and owner signs EUA. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
53 / 175	2023-036m Re-Roof	107-270-260	6133 HOGAN DRIVE	Bailey, Gary & Deborah	
	Final Approval	6/14/2023	K. Moser to review and recommend. Motion by Chandler. 2nd by O'Conner to give final approval on re-roof project and authorize deposit refund. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
53 / 182	2021-012m Addition	107-270-330	6223 HOGAN DRIVE	James & Paige Michels	
	Extension Request	6/14/2023	K. Moser to review and recommend. Motion by O'Conner. 2nd by Chandler to approve additional 6-month project extension. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
54 / 24	2023-002m Re-Roof	107-360-220	5224 TENNIS ROAD	Hoffman, Stephanie	
	Final Approval	6/14/2023	K. Moser to review and recommend. Motion by Chandler. 2nd by O'Conner to give final approval for re-roof project and authorize deposit refund. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION
ENVIRONMENTAL CONTROL COMMITTEE (ECC)
6/14/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Page 3 of 5

81 / 109	2023-047m	108-070-270	16437 FRIAR ROAD	STARKEY, SHANE AND PATTI
			Fence - COMPLIANCE	
			Final Approval-Compliance	
	6/14/2023		K. Moser to review and recommend. Motion by Mohlabane. 2nd by O'Conner to approve fence project as presented for compliance. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green	
<hr/>				
82 / 44	2023-044m	108-300-600	15428 LAKESIDE DRIVE	Alan Pursell
			Re-Roof	
			Final Approval	
	6/14/2023		K. Moser to review and recommend. Motion by Mohlabane. 2nd by Chandler for final approval of re-roof project and authorize deposit refund. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green	

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION
ENVIRONMENTAL CONTROL COMMITTEE (ECC)
6/14/2023 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>
4 / 136	2023-046m	106-430-400	16803 FAWNSKIN PLACE	BIXBY-FIELDS, MELISSA AND DAVID	
			Fence		
			Initial Approval		
	6/14/2023		K. Moser to review and recommend. Motion by Moser. 2nd by O'Conner to approve fence project as presented. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
5 / 90	2023-050m	107-010-150	16944 LAKE SHORE DRIVE	Candice & Adam Foster	
			Greenhouse		
			Initial Approval		
	6/14/2023		K. Moser to review and recommend. Pulled from agenda. Application incomplete.		
53 / 48	2023-048m	107-230-280	5812 FLOYD COURT	ANDRESASEN TIMOTHY	
			PERGOLA		
			Initial Approval		
	6/14/2023		K. Moser to review and recommend. Motion by Mohlabane. 2nd by Chandler to approve pergola application as presented. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
73 / 194	2023-051m	107-320-290	5630 COUGAR WAY	Mike & Charlene French	
			Privacy Fence		
			Initial Approval		
	6/14/2023		K. Moser to review and recommend. Motion by Moser. 2nd by Mohlabane to approve privacy fence as presented. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		
81 / 44	2023-049m	108-080-230	16606 GREENWOOD PLACE	Robert and Donna Creager	
			2nd Shed		
			Initial Approval		
	6/14/2023		K. Moser to review and recommend. Motion by Moser. 2nd by Chandler to approve shed project as presented. Ayes: Mohlabane, Moser, Chandler, O'Conner Noes: None Absent: Green		

Item 7. COMPLAINTS

None

Item 8. OTHER

Item 9. NEXT REGULAR MEETING

07/05/2023

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION
ENVIRONMENTAL CONTROL COMMITTEE (ECC)
6/14/2023 9:30:00 AM - UNAPPROVED MEETING MINUTES**

Page 5 of 5

Item 10. ADJOURNMENT
10:30 am

Respectfully Submitted By: _____

Item #1F

LSPOA MONTHLY MAINTENANCE REPORT

July 2023

Hoy Park	Weekly Park maintenance, mowing weed eating, leaf blowing, check playground equipment and bathrooms. Repaired sprinklers and adjusted water flow and direction.
Roads	Multiple culverts have been checked and cleaned during our last few storms. Cleaned out drainage culverts and repaired ditches. Swept roads affected by storm water washing dirt across roadways.
Work Orders	Finished all pine needle work orders.
Green Spaces/ Belts	Unable to get to these due to hazard issues.
Walking Trails	Unable to get to these due to hazard issues.
CCB	Monthly deep cleaning. Removed exterior bathroom stairs (Hazard) Mowing, weeding and leaf blowing lawn.
Fire Clean Up	Cleanup on Tennis court road cul-de-sac.
Shop/ Yard	Maintenance on Backhoe, Bobcats, Scag, Dump trucks/ fixed Sweeper (rebuilt)
Mailbox Units	Install concrete pad in the 8's
Main Entrance	Weed eaten half of the entrance. Other : Helped the LSFd w/chipper, its back running / Basic up keep. LSCSD assisted with flood clean up from the last 2 rainstorms.



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

TO: Lake Shastina Property Owners Association Board

FROM: Coral Gross- General Manager

MEETING DATE: July 12, 2023

SUBJECT: General Managers Report

Mill Fire Update:

We continue to actively work with property owners that are out of compliance with debris and tree removal. We are starting to get a response from these owners. They are updating us on the process of their cleanup, and we are working with them. Finding a contractor is a big issue with owners that want to clean up their lots. Heidi continues to keep a spreadsheet on where everyone is in the process and who is contacting us. We ask the owners to contact our office to give us an update on their progress. We have no authority to trespass onto these properties and mitigate the fire hazards incurring from their burnt trees. Our legal counsel has advised us to continue to work with these owners advising them that the governing documents require them to clean up their lots. I can assure you we are doing everything we can to follow legal counsel and move forward to get our community cleaned up. These property owners will continue to get correspondence from us as we move through the process that is required. We just recently sent out a new compliance letter with more clarification on resources and the process to use them. Hopefully owners will start acting soon.

Stump grinding is complete now. Those areas are off Palmer Drive, Marmot Court, Possum Court, Hogan Drive and Muskrat Road. The island area on Hogan Drive is ready for the road project to pave over. In my last report I explained that the roadside cleanup is going to have to be contracted out at this point. I met with 2 contractors last week and am awaiting the quotes. They both seem willing to take the work on. I will be giving an update on this soon.

Zen Mt. Slope stability and erosion control:

We are starting to get a response from some geologists we have reached out to. We are in the process of setting up the inspections. The reality is it is already a steep slope, and the slope has not been stable or safe for many years. Recently the hailstorm caused slides in this area that took days to cleanup. The crew still has some work left there to complete. This also includes retrenching the ditches. The fire may have increased it a little bit, but unfortunately it's been a problem waiting to happen.

Community Center update:

Cabana plans are in the works and will be completed soon so we can get bids for the window upgrade.

The sound system is moving slow. We have paid our deposit for our countertop, and we are waiting to get on the schedule with Keggs Kreation. Once we have done that, we will be able to have all the sound equipment installed and then tested. We are hoping to have this for the annual meeting on August 12th.

Maintenance Update:

Due to climate change and freak hailstorms, our focus this last month is on drainages. These drainages have not been properly maintained in years. Now that we have a full 3-man crew, they have been working hard to get those drainages re-established. This will take time and patience.

I want to give a special thank you to OUR POA BOARD for all the support they give me, keeping things moving along.



Lake Shastina Property Owners Association

CC&R Compliance Officer Monthly Report

July 2023

ECC Monthly Log:

The ECC met once in June and heard 4 new modification projects. They processed 8 deposit refund requests for new homes and home modification completions. 1 New Home Construction application and 7 modification applications were received in June. No New Home Construction (NHC) applications were "finalized" by the committee.

Compliance Officer Monthly Summary:

I was able to actively inspect the community in June for new violations. I verified at least seven new violations and mailed six courtesy notices. I also focused on following up on existing compliance matters which enabled me to close 15 complaints. I conducted one Member Inspection Request and prepared two Variance Hearing requests.

Fire Season is upon us again. As we continue to work on Mill Fire clean-up from last season there were many questions and member concerns that were received by the POA this last month related to clean up and fire abatement. We are working diligently to ensure any assistance we can provide concerning fire safety for the community is provided to the community members. As LSPOA property owners, please ensure that your property is properly attended to. Fire abatement falls on everyone's shoulders. It is the property owner's responsibility to adhere to the CC&Rs in that no trash, weeds, dead trees etc. shall exist on any lot which creates a fire hazard or is in violation of local fire regulations. In July, I will be focusing on properties not within the burn area, identifying potential fire hazards and notifying owners they are in violation of the POA's governing documents and may be assessed fines if not taken care of.

June also presented some challenges with rain and flash flooding. As a reminder,

Article VI, section 6.13 Drainage states: *No Owner or Owner's representative shall do any work, construct any Improvement, place any landscaping, or suffer the existence of any condition whatsoever which shall alter or interfere with the drainage pattern for the Owner's or any adjacent Lots or parcels or Common Area*

Article VII, Section 7.5 Drainage Structures, Ditches and Swales states:

(a) All drainage structures, culverts and canals improved by the Association for the major collection of storm runoff and any natural drainage courses within Common Areas shall be maintained regularly by the Association.

(b) Except as provided in subparagraph (a), each Owner shall keep drainage courses, ditches, and swales on his or her Lot free and clear of all obstructions, and shall, in cooperation with contiguous property Owners (including the Association as to any contiguous parcels it owns), maintain all such drainage ditches, swales and culverts common to their Lots in good order.



Lake Shastina Property Owners Association

Violation Activity

New Violation(s) for June 2023- **6 (61 YTD)**

Resolved/Resolving Violation(s) voluntarily-**19 (15 Closed in June. Expected to resolve 4 in July)**

Total Closed Violations YTD - **48**

Total Current Open Violations - **41**

CC&R Violations Overview: Total Open by Month

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