



# *LAKE SHASTINA PROPERTY OWNERS ASSOCIATION*

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## **AGENDA**

Regular Meeting

Wednesday, April 10, 2024 – 5:00 p.m. (Closed Session 3:30 p.m.)

Administration Building

16320 Everhart Drive • Weed, California 96094 • (530) 471 - 2020

### CALL TO ORDER:

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

### CLOSED SESSION:

- A. Approval of Closed Session Minutes: March 13, 2024
- B. Current Violations
- C. Consideration for Attorney Engagement
- D. CCB Engineering Contract
- E. Rain Rock Grant
- F. Easement Encroachment Update
- G. 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 March 13, 2024
  - B. Cash Flow Report: March 2024 and April 2024
  - C. Budget Comparison: FY 2023/24 YTD
  - D. Balance Sheet: Quarterly Report FY 2023/24
  - E. ECC Minutes: March 2024
  - F. Maintenance Report
  - G. Boundary Line Adjustment: Unit 4, Lots 298, 299, and 300

### DISCUSSION / ACTION ITEMS

2. Managers Report (GM Gross)
3. Lighting at the CCB (DIR Pursell)
4. CCB Engineering Contract (GM Gross)

### STAFF COMMENTS:

### BOARD MEMBER COMMENTS:

### ADJOURN TO CONTINUE CLOSED SESSION:

ADJOURNMENT: The next LSPOA Regular Meeting is to be held on May 8, 2024, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

- 1B. Cash Flow Report : March 2024 and April 2024
  - 1C. Budget Comparison: FY 2023/24 YTD
  - 1D. Balance Sheet: Quarterly Report FY 2023-24
  - 1G. Boundary Line Adjustment: Unit 4, Lots 298, 299, and 300  
(will be sent as soon as possible)
  - 2. General Managers Report
- (Items 1B – 1D will not be available for a few more weeks)

The above reports were not available for packet delivery.

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



## LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

### **Unapproved Minutes**

Regular Meeting

Wednesday, March 13, 2024– 5:00 p.m. (Closed Session 4:00 p.m.)

Administration Building

16320 Everhart Drive ▪ Weed, California 96094 ▪ (530) 471 - 2020

#### CALL TO ORDER: 5:02pm

LSPOA Board Roll Call: CHANDLER\_\_X\_\_ GREEN\_\_X\_\_ MACINTOSH\_\_X\_\_ PURSELL\_\_X\_\_ TUCKER\_\_X\_\_

Staff: GM GROSS\_\_X\_\_ AA RISTUCCIA\_\_X\_\_

#### CLOSED SESSION.: 4:00pm

- A. Approval of Closed Session Minutes: February 14, 2024 - **Approved**
- B. Approval of Special Executive Session Minutes: March 4, 2024 at 10:00 am - **Approved**
- C. Approval of Special Executive Session Minutes: March 4, 2024 at 10:30 am - **Approved**
- D. Violations Update - **Updated**
- E. Reserve Transfer – **Discussion and direction given.**
- F. Legal Matters – **Discussion and direction given.**
- G. Personnel Matters – **Discussion and action taken.**

#### REGULAR MEETING:

**There were 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 14, 2024
  - B. Cash Flow Report: February 2024 and March 2024
  - C. Budget Comparison: FY 2023/24 YTD
  - D. Balance Sheet: Quarterly Report FY 2023/24
  - E. ECC Minutes – February 2024
  - F. Maintenance Report

**Motion by Dir. MacIntosh 2<sup>nd</sup> by Dir. Tucker to approve A, E, and F on the consent calendar as presented.**

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

**Noes: None**

**Absent: None**

#### DISCUSSION / ACTION ITEMS

2. General Manager Report - **Reported**
3. Community Center BBQ Remodel Bid

**Motion by Dir. Tucker 2<sup>nd</sup> by Dir. MacIntosh to approve Greg Lindsey's bid for \$7,100 to remodel the Community Center BBQ pit.**

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

**Noes: None**

**Absent: None**

4. Reserve Transfer from Operating to Reserves - **PULLED**
5. Election Timeline Revision – **Updated, New Annual Meeting to 9/14/24 and Candidates forum set for August 24<sup>th</sup> at 2pm.**

STAFF COMMENTS: **None**

BOARD MEMBER COMMENTS: **Taken**

ADJOURNMENT: 5:45pm. The next LSPOA Regular Meeting is to be held on April 10, 2024, Closed Session at 4:00 p.m. and Open Session at 5:00 p.m. at the Administration Building.

LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
3/13/2024 - UNAPPROVED MEETING MINUTES

Regular Meeting  
Administration Building  
16320 Everhart Dr, Weed, CA 96094

Item 1. CALL TO ORDER: 9:43am  
Members present: Chandler, D      Green, L      O'Connor, K      Stafford, M,      Mohlabane, N  
Staff present: Gross, C      Ristuccia, H

Item 2. APPROVAL OF AGENDA: 3/13/2024

Motion by O'Connor, 2nd by Stafford to approved the 3/13/2024 ECC meeting agenda.  
Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford.  
Noes: None  
Abstain: None  
Motion carries.

Item 3. APPROVAL OF MINUTES: 2/7/2024

Motion by Stafford 2nd by Chandler to approve 2/7/2024 ECC meeting Minutes.  
Ayes: Chandler, Green, O'Connor, Stafford.  
Noes: None  
Abstain: Mohlabane  
Motion carries.

Item 4. WRITTEN COMMUNICATION  
Hogan Drive - Letter from attorney.

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>
5 / 130	2024-001m Shed (10x12) Final - Shed 3/13/2024	107-040-	16815 TREVINO COURT	Repas, Wayne and Christine	
					Motion by Mohlabane 2nd by O'Connor to approve the final on the 2nd shed. Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford Noes: None
54 / 132	2024-004m Fire Break, fire abatement and hard scape for Lots 132,133,134 Final on grading and fire break project 3/13/2024	107-380-	17704 Mount Blanche Place	Sanchez, Sal	
					Motion by Stafford 2nd by Chandler to deny. To gain approval the property pins must be located and the POA will reinspect the drainage. Ayes: Chandler, Green, Mohlabane, O'Connor, and Stafford. Noes: None

**LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
 ENVIRONMENTAL CONTROL COMMITTEE (ECC)  
 3/13/2024 - 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 / 562	2024-012m Re-Roof	106-230-	5816 LOOKOUT COURT	Robert and Karen Nagel	
	<b>Re-Roof (pre approved)</b> 3/13/2024		Motion by O'Connor 2nd by Stafford to approve the re-roof. Ayes: Chandler, Green, Mohlabane, O'Connor, and Stafford Noes: None		
53 / 17	2024-008m Re-roof	107-220-	6008 ARRON COURT	Knudsen, Michelle	
	<b>Re-roof (pre-approved)</b> 3/13/2024		Motion by Mohlabane 2nd by O'Connor to approve the re-roof. Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford. Noes: None		
73 / 209	2024-011m Re-Roof	107-340-	17823 FISHER PLACE	Dustin Lopez	Lynn, D
	<b>Re-roof (pre approved)</b> 3/13/2024		Motion by Stafford 2nd by O'Connor to approve the re-roof. Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford Noes: None		
81 / 230	2024-010m Fence	108-020-	15707 LAKESIDE DRIVE	Debra Devenzio	
	<b>Fence</b> 3/13/2024		Motion by Green 2nd by Chandler to approve the fence, making sure it is at or below 5'. Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford. Noes: None		

Item 8. OTHER

Spinney Tree Removal Request on Indian Island  
 Motion by Mohlabane 2nd by Chandler to approval the Tree Removal Request for three trees.  
 Ayes: Chandler, Green, Mohlabane, O'Connor, Stafford  
 Noes: None

Item 9. NEXT REGULAR MEETING: 4/10/2024

Item 10. ADJOURNMENT: 10:42am

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

# LSPOA MONTHLY MAINTENANCE REPORT

April 2024

## Daily Tasks

Daily tasks include checking the Community Center bathrooms, lawns, and trash. Checking on Hoy parks bathrooms, trashcans, and lawn. While working during the day checking the roads for any trash.

## Weekly Tasks

Weekly tasks consist of cleaning the Community Center and Hoy Park bathrooms. The crew also makes sure to do any needed maintenance on equipment and trucks.

## Monthly Tasks

Every month the crew makes sure to deep clean the bathroom at the Community Center and Hoy Park.

Main Entrance	Cleaned up and chipped trees
Roads	Cleaned up roads of trash, tumble weeds. Repaired multiple stop signs, street signs, and their poles. Removed large pile of tumble weeds from the southern part of the district.
Work Orders	Two work orders left to complete before they are caught up.
Green Spaces / Belts	Marked and flagged green spaces, falling dead trees, and mowing down brush. They have one more big green space to mow and then they will begin work on clearing walking trails.
Community Center	Cleaned up exterior of the building, fixed sprinklers, turned water on for the lawns, seeded the lawn and mowed. Continuous boat dock repairs and upkeep. Repaired back door.
Burn Scar	Cleared branches and debris from roadways.
Hoy Park	Opened sprinkler system, fertilized the lawn, and mowed. Began pine needle removal in horseshoe pits and BBQ area. Repaired tree rings. Replaced the baseball diamonds.
Equipment	Picked up truck #17 and repaired the blower motor, trailer wiring, and deep cleaned the interior.



# Lake Shastina Property Owners Association

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TO: Lake Shastina Property Owners Association Board

FROM: Coral Gross, General Manager

DATE: April 10, 2024

SUBJECT: General Managers Report

## Mill Fire Update:

The letter we sent out in March motivated many members to contact our office. I would say about ¼ are in the process with Roseburg to get their lots cleaned up. I have done many inspections to clear the properties. I am pleased to report that I have been able to clear some properties of their violations just since this letter went out. Several of them are continuing to hire the services on their own to come into compliance.

On the grant Homefront, I met with the FSCSC a few weeks back and they have a grant from Rain Rock Casino to assist with dropping the hazardous trees. We are working with them to get immediate resolution to the trees that pose a falling hazard.

## CCB Update:

I have one bid on engineering for the CCB exterior bathrooms. I was surprised at the cost of building a small outdoor bathroom at this stage. I was hoping to get this done by summer, but putting this out to bid may take some time. I am working on plans and all the engineering. This process will take some time. I will keep you posted.

Regarding the lawn at the CCB, it's coming out of hibernation. The crew has it fertilized and are watering it. They have new lawn seed in the areas dug up from all the septic work. We are hopeful this will fill in this spring/summer.

I was hoping for updates on the BBQ area and the siding at the CCB, but I guess this will come soon.

## Hoy Park Update:

The crew fertilized and have been watering for a month now. I am pleased to say that Dylan has the sprinklers dialed. They were working great right from the get-go. Hooray for Dylan. The park has a lot of clean up to get it ready. The High Desert Gardner's just did a work day yesterday April 9<sup>th</sup>, but we still have a ways to go.

## Item #2

The green spaces are slowly getting done. Since last month we have completed most of the green spaces at the south end and are working on the last one that is really overgrown. The crew has more tree falling and mowing. They have dropped 7 trees so far and they have a few more to go. Once these areas are cleared the crew can work on the walking paths.

### Accounting Service Update:

I am hoping by now everyone has had a chance to get a login and setup payments if they desire. I have and its working great. Please see me afterwards if you need assistance.

Just a reminder, POA payments need to go to HOA Accounting Services not the administration office. If someone did not get the welcome letter see Heidi after the meeting for the information. Please see our website for more information as it becomes available as well as mailers you may receive.

Thank you for your patience in all we do here in the office, remember it's just Heidi and I.