



LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

**MINUTES
December 12, 2007
Administration Building
REGULAR MEETING 6:00 p.m.**

- Item 1.** CALL TO ORDER AND ROLL CALL:
LSPOA BOARD: CHARTER DILLEN EVERHART SARASON WETTER
Also present were GM Lea, OM St.Pierre, CC&R CO Bullington, PC Alves and AA Charvez.
There were approximately 11 people in the audience.
- Item 2.** CLOSED SESSION: Called to order 5:30 p.m.
A. Discussion / Possible Action: Purchasing Policy
B. Discussion / Possible Action: Personnel / Payroll
C. Violation # 445 and related issues
No Report out of Closed Session.
- Item 3.** REGULAR MEETING: Called to order at 6:06 p.m.
- Item 4.** PLEDGE OF ALLEGIANCE: Pres. Charter led the Pledge of Allegiance.
- Item 5.** APPROVAL OF AGENDA:
A. Regular Meeting December 12, 2007: Added Item 13.D. Insurance Renewal
Motion by Dir. Wetter second by Dir. Sarason to approve Regular Meeting Agenda of December 12, 2007, as amended.
Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter
Noes: None
Absent: None
- Item 6.** APPROVAL OF MINUTES:
A. Regular Meeting November 14, 2007
Motion by Dir. Wetter second by Dir. Dillen to approve Regular Meeting Minutes of November 14, 2007.
Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter
Noes: None
Absent: None
B. Special Meeting December 6, 2007
Motion by Dir. Wetter second by Dir. Dillen to approve Special Meeting Minutes of December 6, 2007.
Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter
Noes: None
Absent: None
- Item 7.** PUBLIC COMMENTS: None
- Item 8.** BOARD MEMBER COMMENTS: None
- Item 9.** CORRESPONDENCE:
**consent* A. *January Calendar of Events* – Received and Filed
**consent* B. *December Shastina News* – Received and Filed
**consent* C. *Letter to property owner re: request to landscape Beard Court* – Received and Filed
**consent* D. *Letter to Schlumpberger Engineering re: Speed Survey* – Received and Filed
- Item 10.** TREASURER'S REPORT Dir. Sarason
**consent* A. *Cash Flow Report: June and July 2007* – Received and Filed
**consent* B. *Budget Comparison July 2007 – June 2008 (Accrual)* – Received and Filed
**consent* C. *Income Report 2007/2008* – Received and Filed
**consent* D. *Budget Line Item Adjustments (as needed)* – Received and Filed
Motion by Dir. Wetter second by Dir. Sarason to approve Budget Line Item Adjustments per memo dated December 14, 2007.
Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter
Noes: None

Absent: None

*consent E. *Acknowledgement of Volunteers* – Received and Filed

F. **Recognition of Park Contribution:** OM St.Pierre reported that a \$500 donation to the Hoy Family Park was received from Personnel Preference.

Item 11. REPORTS:

A. ECC Report.....CC&R CO Bullington

*consent 1. *ECC Minutes – November 1 and 15, 2007* – Received and Filed
 2. **CC&R Compliance Officer’s Report** – Received and Filed

B. Administration – Status Report GM Lea

*consent 1. *CC&R Distribution Report* – Received and Filed
 *consent 2. *Title Transfer and Fees Report* – Received and Filed

C. Director of Public Works – Status Report GM Lea

*consent 1. *Written Status Report* – Received and Filed

D. Fire Safe Council Dir. Wetter

1. **Verbal Report:** Dir. Wetter reported that the FSC met on December 4, 2007; the council is researching if there are options available for Lake Shastina to meet the timber forest plan requirements regarding the removal of trees.

Item 12. OLD BUSINESS.....Pres. Charter

A. **Status of Unit 8-2 Parcel 'A' Park (Hoy Family Park)** – Received and Filed

1. **Discussion / Possible Action: Signage for Park:** Board and staff discussed. The Board was in agreement that the Park should open with as few rules and restrictions as possible; signs could be based on courtesy for items such as dogs and more restrictive for items such as skateboarding. The Board directed staff to obtain a copy of restrictions used by other public parks and provide a recommendation for consideration.

B. **Status of Shasta River Total Maximum Daily Loads (TMDL) Action Plan by the North Coast Regional Water Quality Control Board (NCRWQCB):** Dir. Wetter reported that the study group will be meeting on December 18, 2007 to discuss the group’s MOU and multiple issues being discussed by regulating agencies.

C. **Discussion / Possible Action: Resolution 1-08 Rules Enforcement Procedures (Amendments to Resolution 1-03)** – Received and Filed: Pres. Charter reported that the Board and ECC met and discussed changes to be made to the Rules Enforcement Procedures. The Board received a first draft of amendments to adopted Resolution 1-03. The Board directed staff to provide a version that identifies the proposed changes, add additional changes which were discussed by the Board and ECC, and provide a copy of the laws governing association rules enforcement.

*consent D. *Status of vehicle replacement for Administration Office* – Received and Filed

Item 13. NEW BUSINESS.....Pres. Charter

A. **Discussion / Possible Action: Delinquent Accounts** – Received and Filed: Board and staff discussed. The Board agreed that the next step to take regarding collection of approximately 5% of LSPOA accounts was to assign the accounts to an agency that handles non-judicial foreclosures. GM Lea commended Accounts Receivable Clerk Sharon Lang for her efforts in maintaining such a low percentage of outstanding accounts.

Motion by Dir. Wetter second by Dir. Dillen to approve the assignment of accounts, delinquent 18 months or more, to Allied Trustee Services, Inc. for the purpose of assessment collection. Any account entering into an arrangement which would result in payment prior to turn over may be withdrawn.

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

B. **Discussion / Possible Action: Hoy Family Park Fund Raising Options: 1) forming new 501(c)3 non-profit, 2) leasing land to LSCSD for “Recreation District”** – Received and Filed: Carol Cupp, present in the audience, made a presentation to the Board regarding the possibility of the community forming a 501(c)3 non-profit entity in order to obtain large donations for various projects such as the Hoy Family Park. Estimated price to apply for a 501(c)3 is \$3,000 with the assistance of a CPA. The Board agreed that they supported the concept and asked Carol Cupp to approach the other associations in the area to find out if they would support the concept and if so, would they be willing to provide financial support. The Board made no financial commitment at this

time. The Board and staff discussed that the LSCSD could exercise its latent power for "recreation" activities in order to take over the responsibility of the park.

- C. Discussion / Possible Action: Sale of Unit 1 Lot 222** – Received and Filed: The Board discussed LSPOA's access to a major drainage area by way of Unit 1 Lot 222 and agreed to retain the property.

Motion by Dir. Wetter second by Dir. Dillen to retain LSPOA owned property Unit 1 Lot 222; thus, declining present offer to purchase.

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

- D. Discussion / Possible Action: Insurance Renewal** – Received and Filed: OM St. Pierre reported that the insurance renewal rate increased 13.45% due to one claim, the addition of workers comp for volunteers and directors and the increase in improved lots.

Motions by Dir. Wetter second by Dir. Sarason to approve the General Manager execute the binder for 2008 insurance coverage in the amount of \$71,086 from Timothy Cline Insurance Agency.

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

Item 14. PUBLIC COMMENTS: PC Alves, Ken Gann, John Diehm

Item 15. BOARD MEMBER COMMENTS: Dir. Wetter, Pres. Charter

Item 16. DATE OF NEXT MEETING: Next Regular Meeting is to be held on January 9, 2008, Closed Session at 5:30 p.m. and Open Session at 6:00 p.m.

Open Session was adjourned at 7:54 p.m.

Item 17. CLOSED SESSION: Called to order at 8:05 p.m.

A. Progress Report on Current Violations

B. Set Hearing Dates (as needed)

C. Violation Hearing # 504

D. Violation Hearing # 515

Board returned from Closed Session at 9:13 p.m. and reported the following action:

Item 2.B.

Motion by Dir. Everhart second by Dir. Dillen to approve Employee Christmas Bonus per projection totaling \$5,592.75.

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

Item 17.C:

Motion by Dir. Wetter second by Dir. Dillen to approve Board determination of Violation Ref. # 504 as follows: Board determined property owner was in violation of documented Articles and Sections and ruled the following: A fine of \$100.00 to be imposed for the fuel tank, a fine of \$300.00 for six vehicle violations, a fine of \$50.00 for the debris/garbage, and a fine of \$100.00 for the storage of the personal property (total \$550.00). All vehicles including boats and trailers to be registered or removed from the subdivision by January 9, 2008 or the fine of \$50.00 per vehicle per month will be imposed until compliance is achieved. Garbage/debris to be removed by January 9, 2008 or the fine of \$50.00 per month will be imposed until compliance is achieved. All personal property to be stored in the garage or removed by January 9, 2008 or the fine of \$100.00 per month will be imposed until compliance is achieved. The fuel tank on the side of the house to be screened and painted as required by CC&R Section 6.8 by April 1, 2008 or a fine of \$100.00 per month will be imposed until compliance is reached.

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

Item 17.D.

Motion by Dir. Dillen second by Dir. Wetter to approve that the LSPOA Public Works remove tree and bill property owner, Violation # 515, per CC&R Section 7.3(b).

Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter

Noes: None

Absent: None

Item 18. ADJOURNMENT: Meeting was adjourned at 9:18 p.m.

Submitted By:

Approval Date: _____

Sylvia Charvez, Administrative Assistant