



# LAKE SHASTINA PROPERTY OWNERS ASSOCIATION

## MINUTES June 11, 2008 Community Center 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 Bains, PC Alves and AA Charvez.  
There were approximately 25 people in the audience.
- Item 2.** CLOSED SESSION: Called to order 5:30 p.m.  
A. Discussion / Possible Action: Personnel  
B. Selection of Citizen of the Year 2008  
No report out from Closed Session.
- Item 3.** REGULAR MEETING: Called to order at 6:08 p.m.
- Item 4.** PLEDGE OF ALLEGIANCE: Pres. Charter led the Pledge of Allegiance.
- Item 5.** APPROVAL OF AGENDA:  
**A. Regular Meeting June 11, 2008:** Item 12.A.3 to be heard after Item 8, Items 9.E and 11.C.1 removed from consent agenda.  
**Motion by Dir. Sarason second by Dir. Dillen to approve Regular Meeting Agenda of June 11, 2008, as amended.**  
**Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter**  
**Noes: None**  
**Absent: None**
- Item 6.** APPROVAL OF MINUTES:  
**A. Regular Meeting May 14, 2008**  
**Motion by Dir. Sarason second by Dir. Dillen to approve Regular Meeting Minutes of May 14, 2008.**  
**Ayes: Directors Charter, Dillen, Everhart, Sarason and Wetter**  
**Noes: None**  
**Absent: None**
- Item 7.** PUBLIC COMMENTS: Scott Ehrenberg, Gail Wetter
- Item 8.** BOARD MEMBER COMMENTS: None
- Item 9.** CORRESPONDENCE:  
\*consent A. *July Calendar of Events* – Received and Filed  
\*consent B. *June Shastina News* – Received and Filed  
\*consent C. *Letter to LS Golf & Tennis Village, LLC re: Tract 1165* – Received and Filed  
\*consent D. *Letter to Supervisor Kobseff re: taxes upon annexation of real property* – Received and Filed  
**E. Letter to Kay Short re: formation of 501c3** – Received and Filed: Item removed from consent agenda. Dir. Wetter stated that the criteria to form and operate a 501c3 is challenging, but that it would be a benefit to the community. GM Lea reported that he had a meeting with Kay Short and Mike Covington regarding forming a community-based 501c3. Legal counsel has been asked to advise on this item due to the fact that the community is made up of five associations and one district.
- Item 10.** TREASURER'S REPORT ..... Dir. Sarason  
\*consent A. *Cash Flow Report: April 2008* – Received and Filed  
\*consent B. *Budget Comparison 2007/2008 (Accrual)* – Received and Filed  
\*consent C. *Income Report 2007/2008* – Received and Filed  
\*consent D. *Acknowledgement of Volunteers* – Received and Filed  
\*consent E. *ATS Status Report* – Received and Filed

**F. Recognition of Park Contributors:** OM Bains reported that since the last report to the Board, LSPOA received a \$200 donation for the Park.

**G. Discussion / Possible Action: Budget Line Item Adjustments** – Received and Filed  
**Motion by Dir. Wetter second by Dir. Sarason to approve final 2007/2008 Budget Line Item Adjustments per memo dated June 5, 2008.**

**Ayes:** Directors Charter, Dillen, Everhart, Sarason and Wetter  
**Noes:** None  
**Absent:** None

**Item 11. REPORTS:**

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

- \*consent 1. *ECC Minutes – May 1 and 15, 2008* – Received and Filed
- \*consent 2. *CC&R Compliance Officer's Report* – Received and Filed
- \*consent 3. *Re-Appointment of ECC Member Alan Marshall (one-year term July 2008 through June 2009)* – Received and Filed

**Motion by Dir. Sarason second by Dir. Dillen to approve reappointment of ECC Member Alan Marshall, one-year term July 2008 through June 2009.**

**Ayes:** Directors Charter, Dillen, Everhart, Sarason and Wetter  
**Noes:** None  
**Absent:** None

4. **Appointment to fill ECC Member vacancy** – Received and Filed

**Motion by Dir. Wetter second by Dir. Dillen to appoint Floyd Adams to fill ECC Member vacancy, term June 12, 2008 through August 15, 2008 (short term due to being seated as a director on the LSPOA Board on August 16, 2008).**

**Ayes:** Directors Charter, Dillen, Everhart, Sarason and Wetter  
**Noes:** None  
**Absent:** None

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

1. **Written Status Report** – Received and Filed: Dir. Wetter received input from GM Lea as to why routing and crack sealing is performed prior to chip sealing; chip seal does not fill in or seal cracks in the asphalt.

D. Fire Safe Council .....Dir. Wetter

1. **Verbal Report:** Dir. Wetter reported that the FSC is presently looking at the removal of trees by way of a timber harvest plan and/or available grant funding.

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

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

1. **Discussion / Possible Action: Garden Club plan and expenditure (NTE \$1,200):** Carol Cupp, present in the audience, made a presentation to the Board requesting funds for the Garden Club to landscape one section of the Park. The Board discussed.

**Motion by Dir. Wetter second by Dir. Sarason to approve the Garden Club's request to landscape one section of the Hoy Family Park, not-to-exceed \$2,000, utilizing available donated funds prior to LSPOA funds.**

**Ayes:** Directors Charter, Everhart, Sarason and Wetter  
**Noes:** Director Dillen  
**Absent:** None

2. **Discussion / Possible Action: Draft of Hoy Family Park Use Policy and Guidelines / Application:** Board and staff reviewed a draft of use policy, guidelines and application for the Hoy Family Park. There were several recommended changes, such as changing the emergency number to 911, clarification on use of alcohol and insurance, and adding an annual use deposit for sports event. GM Lea to review Mt. Shasta Parks and Recreation's guidelines. The Board stated that the Park and the Community Center Building guidelines should be the same regarding alcohol use and insurance.

3. **Discussion / Possible Action: Scheduling use of Park:** Item heard after Item 8. Laura Sandoval, President of the Weed Youth Soccer Club, present in the audience, gave a presentation regarding the Weed Youth Soccer Club's request to use the Park for soccer

practice; specifically that the practices would not utilize the entire Park. The teams would practice mid-July through the first of September. Once games begin in September, practices would be sporadic. No games would be held at the Hoy Family Park. The Board discussed and agreed the Park could facilitate the soccer practice request. The Board invited Mrs. Sandoval to attend their Regular Board Meeting in September to report back with a status of Park use.

**Motion by Dir. Sarason second by Dir. Everhart to approve Weed Youth Soccer Club's request to use Hoy Family Park for practices during the 2008 soccer season (mid-July through September).**

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

**Noes: None**

**Absent: None**

**B. Status: Administration Building reconstruction:** GM Lea reported that many contracts are in place. Roofing, HVAC, wall carpentry, and electrical are in progress.

**C. Annual Meeting (August 16, 2008, 10:00 a.m., Lake Shastina Golf Resort) – Received and Filed**

**1. Discussion / Possible Action: Cancel Election – number of openings exceeds number of candidates**

**Motion by Dir. Sarason second by Dir. Everhart to approve cancelling 2008 Director Election due to number of openings exceeding number of candidates.**

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

**Noes: None**

**Absent: None**

**2. Discussion / Possible Action: Cancel Candidates Forum – candidate shall automatically be seated**

**Motion by Dir. Sarason second by Dir. Dillen to approve cancelling 2008 Director Election Candidates Forum scheduled on July 23, 2008.**

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

**Noes: None**

**Absent: None**

**3. Approval of mailing Notice of Annual Meeting**

**Motion by Dir. Wetter second by Dir. Sarason to approve mailing Notice of Annual Meeting.**

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

**Noes: None**

**Absent: None**

**4. Approval of Annual Meeting Agenda:** Changes to Annual Meeting Agenda: Under President's Report add items for discussion: Hoy Family Park, Fire Fuel Reduction Program and Proposed Amendments to the CC&Rs, to be reported by Vice Pres. Wetter due to Pres. Charter's absence.

**Motion by Dir. Sarason second by Dir. Dillen to approve Annual Meeting Agenda, as amended.**

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

**Noes: None**

**Absent: None**

**5. Approval of Organizational Meeting Agenda**

**Motion by Dir. Sarason second by Dir. Dillen to approve Organizational Meeting Agenda.**

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

**Noes: None**

**Absent: None**

**D. Discussion / Possible Action: Ballot Measure to amend Covenants, Conditions and Restrictions (CC&Rs) – Received and Filed**

**1. Written Ballot Committee**

**a. Appointment of Inspector of Ballots**

**b. Appointment of alternate Inspector of Ballots**

**c. Appointment of additional Ballot Committee members**

**Motion by Dir. Wetter second by Dir. Sarason to appoint Office Manager Brenda Bains as Inspector of Ballots, Accounts Receivable Clerk Sharon Lang as alternate Inspector of Ballots and all District staff as additional Ballot Committee members for the CC&Rs Ballot Measure.**

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

**Noes: None**

**Absent: None**

**2. Approval of Written Ballot:** Items 12.D. 2 through 4 tabled until July meeting; clarification on these items is needed prior to Board approval.

**3. Set Date, Time and Place for Tabulation of Votes:** Item tabled.

**4. Set Balloting Period:** Item tabled.

**E. Status: Recreation Vehicle Storage Park:** Dir. Dillen reported that he has scheduled a meeting with volunteers on June 22, 2008, 2:00 p.m. at the Fire Station to begin discussions regarding Recreation Vehicle Storage Park and additional Walking Trails.

**F. Status: Walking Trails:** Item addressed in Item 12.E.

**G. Discussion / Possible Action: Application for Business Use of Unit – Unit 7-3 Lot 25 (5225 Muskrat Road)** – Received and Filed: Bruce Batchelder, present in the audience, made a brief presentation to the Board stating that his business use application was compliant with LSPOA requirements and asked the Board to re-consider application for approval. Dir. Sarason recused herself on this item. The Board discussed this application and the need to address the process/guidelines used for consideration of business use of unit applications.

**Motion by Dir. Dillen second by Dir. Everhart to approve application for Business Use of Unit for Unit 7-3 Lot 25 (5225 Muskrat Road).**

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

**Noes: None**

**Absent: None**

**Recused: Director Sarason**

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

**A. Discussion / Possible Action: Proposed rate increases, effective July 1, 2008** – Received and Filed

- 1. Mail Service Fee**
- 2. Association Documents**
- 3. HOA Packet**
- 4. Project Extension Fee**
- 5. through 10. Community Center Building Rental Fees**

**Motion by Dir. Wetter second by Dir. Dillen to approve increasing Mail Service Fee, collected with each New Home Construction, from \$181 to \$220, Association Documents Fee from \$11 to \$60, HOA Packet Fee from \$25 to \$75, Project Extension Fee from \$25 to \$75 for the first 6-month extension after one year, \$100 for the second 6-month extension, \$200 for the third 6-month extension, add \$100 to fee each 6 months thereafter, and Community Center Building Rental Fees as follows: Resident with Kitchen from \$25 to \$35, Resident without Kitchen from \$15 to \$25, Non-Resident < 15 people from \$35 to \$50, Non-Resident > 15 people from \$50 to \$75, Non-Resident > 50 people from \$75 to \$100, Maintenance Fee (alcohol) from \$40 to \$75, per memo dated June 3, 2008.**

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

**Noes: None**

**Absent: None**

**B. Discussion / Possible Action: Resolution 1-08 – (Amendments to Resolution 1-03, Rules Enforcement Procedures)** – Received and Filed

- 1. Public Hearing**
- 2. Adoption**

Pres. Charter opened the Public Hearing at 7:45 p.m. regarding the adoption of Resolution 1-08, Rules Enforcement Procedures, which repeals and supersedes Resolution 1-03. Comments were received from two property owners. Pres. Charter closed the Public Hearing at 7:58 p.m.

**Motion by Dir. Sarason second by Dir. Wetter to approve adoption of Resolution 1-08, Rules Enforcement Procedures, effective June 12, 2008**

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

**Noes: None**

**Absent: None**

**C. Discussion / Possible Action: Temporary Fences** – Received and Filed: GM Lea reported that there are locations where Public Works uses non CC&R compliant temporary fences to deal with trespass issues and asked the Board for direction. The Board directed GM Lea to research options for dealing with the various trespass issues so the Board can review and make a determination.

\*consent D. Clarification of motion made April 9, 2008 re: Community Center Ground Playground Equipment – Received and Filed

**Item 14.** PUBLIC COMMENTS: Scott Ehrenberg, Gail Wetter, Floyd Adams

**Item 15.** BOARD MEMBER COMMENTS: None

**Item 16.** DATE OF NEXT MEETING: Next Regular Meeting is to be held on July 9, 2008, Closed Session at 5:30 p.m. and Open Session at 6:00 p.m. at the LSPOA Community Center Building.

**Item 17.** ADJOURNMENT: Meeting was adjourned at 8:13 p.m.

Submitted By:

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

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Sylvia Charvez, Administrative Assistant