

**Lake Forest – Summit Owners Association
Board of Directors Meeting
February 9, 2012**

Minutes

1. **Call to Order** – President John Poimiroo called the meeting to order at 6:30 PM. The meeting was held at the offices of Kocal Management at 1739 Creekside Drive in Folsom.
2. **Roll Call** – Board members John Poimiroo, Terry Cosens, and Helen Austin were present. Board member Will Overholtzer was present until 6:45; Board member Brian Provencal was absent and Mimi Menzies was in attendance representing The Management Trust, Kocal Division.
3. **Confirm Posting of Agenda:** Management stated the agenda was posted on the guardhouse door at least four days prior to the meeting pursuant to Civil Code requirements.
4. **Executive Session:** An Executive Session was held prior to the open session to discuss and take action on member issues and a third party contract with a neighbor outside the Summit. A legal issue was discussed in the reconvened Executive Session following the open session.
5. **Approval of January 12th Minutes:** The Minutes of the January 12, 2012 Board of Directors meeting were unanimously approved as submitted.
6. **Manager's Report:** The Manager's Report was reviewed that included an updated a meeting action list, property review summaries, compliance report and work order log since the last Board meeting.
7. **Financial Report**
 - A. **Treasurer's Report:** The Board reviewed the January 30, 2012 financial statement. Treasurer Helen Austin gave the report that was accepted as submitted.
 - B. **Lien Resolution:** In accordance with Civil Code 1367.1, the Board of Directors hereby authorizes and instructs the Association's collection service to record a lien in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the property owned by the member(s) listed on the association's delinquency reported dated **February 2, 2012**, and who are, or become, delinquent beyond sixty (60) days. This authorization shall only apply to those members who have been properly noticed of the delinquent assessment and of their rights as delinquent members in accordance to Civil Code 1367.1.

The Board further authorized any director to sign and date any and all lien authorization forms as may be required for those delinquent members attached to these Minutes as identified by the association account number.

C. Bad Debt Write Off: There was no bad debt to write off.

8. Committee Reports

- A. Architectural** – Tom Austin gave the ACC report stating that the only issue to come before the committee had to do with views being blocked by large trees.
- B. Landscaping:** Joan Poimiroo gave the report stating that a meeting will take place with Management and Capital Landscaping regarding landscaping on Lot C, the back gate area and some necessary plant removal at the Francisco Boulevard entrance that is the Master's responsibility.
- C. Social:** No report
- D. Welcoming:** Management reported that there are no new owners to welcome.
- E. Lake Forest Master:** Since Will Overholtzer had to leave the meeting early, he gave the report about the continuing beautification project along Francisco Boulevard and shared a detailed landscaping plan prepared by Ron Allison.
- F. Streets:** No report.

9. Unfinished Business

- A. Update on Stop Sign/Yield Sign Installation:** John Poimiroo gave a report on past speeding issues and all the owner complaints the Board has received. The Board has reviewed speed suppressing methods in the past, and the CHP was once considered to create a presence. At the last meeting, the Board had approved the installation of stop signs at Lakecrest/Crocker and Lockridge/Promontory. Linda Harvey, a neighbor that would be affected by the installation of the stop signs attended the meeting to dispute the Lockridge/Promontory locations. Tom Austin addressed Mrs. Harvey's concerns about sight issues; the increase of potential noise and property devaluations. After further discussion, the Lockridge/Promontory stop sign location will be delayed until a speeding survey can be conducted over a 3-week period.
- B. Mailbox Replacement and/or Painting:** The Board discussed the omission of new mailbox replacements from the 2012 reserve study and will meet to review all the Summit 1 mailboxes to determine which ones should be added back in the study. No Board action was required at this time. Management indicated that a finial was installed on an existing mailbox cluster on Carnegie and painted to match.


10. New Business

A. Annual Meeting – Candidate Applications: Management stated the Annual Meeting candidate statements would be mailed in the next week. There are two positions open for election and the meeting will be held in the Kocal offices rather than renting the fire station as was done in years past.

11. Open Forum: None

12. Adjourn – The meeting was adjourned at 8:50 PM and the Executive Session reconvened to discuss a legal issue.

Respectfully submitted,


Board Member

3/8/12
Dated

Unofficial until signed and dated.



The Management Trust
KOCAL DIVISION

Aging DS Delinquency

Thursday, February 02, 2012

11:25

Posted Date 01/31/2012

Lake Forest Summit

Acct #	Status	Resident Contact	Current	30 - 59 Days	60 - 89 Days	>90 Days	Balance
588133	Compli		0.00	0.00	0.00	16,250.00	16,250.00
462069	Owner		20.00	194.50	189.50	8,455.40	8,859.40
588126	Compli		0.00	0.00	0.00	5,000.00	5,000.00
660151	Compli		0.00	0.00	0.00	4,950.00	4,950.00
462200	Owner		20.00	194.50	189.50	3,815.80	4,219.80
462240	Owner		20.00	194.50	189.50	2,579.80	2,983.80
462210	Owner		20.00	194.50	189.50	1,947.00	2,351.00
462313	Owner		20.00	194.50	189.50	988.00	1,392.00
732312	Compli		1,000.00	0.00	0.00	0.00	1,000.00
674189	Compli		0.00	0.00	0.00	1,000.00	1,000.00
462223	Owner		20.00	194.50	189.50	359.50	763.50
462095	Owner		20.00	194.50	189.50	157.50	561.50
462128	Owner		20.00	189.50	19.50	232.20	461.20
462161	Owner		20.00	111.50	19.50	156.00	307.00
462211	Owner		20.00	175.00	19.50	0.00	214.50
462203	Owner		20.00	175.00	0.00	0.00	195.00
462064	Owner		20.00	134.00	0.00	0.00	154.00
727712	Compli		0.00	0.00	100.00	0.00	100.00
462148	Owner		0.00	0.00	0.00	60.70	60.70
462320	Owner		0.00	0.00	19.50	30.00	49.50
462315	Owner		0.00	45.60	0.00	0.00	45.60
462306	Owner		20.00	24.50	0.00	0.00	44.50
462160	Owner		0.00	0.00	0.00	39.00	39.00
462208	Owner		0.00	30.00	0.00	0.00	30.00
462298	Owner		15.00	0.00	0.00	0.00	15.00
462279	Owner		0.00	5.00	0.00	0.00	5.00
462191	Owner		0.00	5.00	0.00	0.00	5.00
462277	Owner		5.00	0.00	0.00	0.00	5.00
462282	Owner		0.00	5.00	0.00	0.00	5.00
462124	Owner		0.00	5.00	0.00	0.00	5.00
462092	Owner		5.00	0.00	0.00	0.00	5.00
462152	Owner		0.00	0.50	0.00	0.00	0.50
462309	Owner		0.50	0.00	0.00	0.00	0.50
Count:	33		1,285.50	2,267.10	1,504.50	46,020.90	51,078.00

Property Totals

Units # Builder # Resident # Owners # Tenants Owner Ratio

Charge Code Summary

Description	G/L Acct #	Amount
Assessment	15000	12,651.00
CC&R Fine	15100	28,300.00