

**LAKE FOREST – SUMMIT OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 8, 2018**

MINUTES

1. CALL TO ORDER AND ROLL CALL

The meeting of the Lake Forest – Summit Owners Association Board of Directors was called to order at 5:30 PM by President Brian Provencal in the offices of The Management Trust at 1739 Creekside Drive in Folsom.

| | | |
|------------------------|-----------------|-----------------|
| Board Members Present: | Brian Provencal | President |
| | Joan Poimiroo | Vice-President |
| | Bob Bogowitz | Secretary |
| | Helen Austin | Treasurer |
| | Jim Coghlan | Member-at-Large |

The Management Trust: Mimi Menzies Executive Manager

2. 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.

3. OPEN FORUM: None

4. EXECUTIVE SESSION REPORT: There was no Executive Session.

5. APPROVAL OF PRIOR MNUTES: *The Minutes of the February 8, 2018 Board of Directors Meeting were unanimously approved as amended.*

6. FINANCIAL REPORT

A. Treasurer's Report: Helen Austin gave the January 31, 2018 financial report as follows:

| | |
|----------------------------|-----------|
| Operating Account Balance: | \$ 87,343 |
| Reserve Account Balance: | \$598,914 |
| Income or (Loss) | \$ 1,835 |

B. Lien Resolution: In accordance with Civil Code 5673, 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 **March 5, 2018**, 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 5660.

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 this month.

7. COMMITTEE REPORTS

A. Architectural: Tom Austin gave the report for the month.

- ❖ Lot 175 (602 Lakecrest): The owner rescinded their plans to move forward with construction.
 - ❖ Lot 64 (2139 Huntington): A sports court plan is pending.
 - ❖ Lot 131 (1257 Crocker): Gravel in the drain needs to be cleaned up.
- B. Landscaping:** Joan reported that work on Lot D is pending acknowledgement from the owner on Carnegie/Hamilton whether the invasive redwood trees can be removed and upgrades done to that area.
- C. Social:** No report.
- D. Welcoming:** Lynn Provencal continues to meet and welcome all new owners upon receipt of the deed information from Management.
- E. Lake Forest Owners:** No meeting has been held.
- F. Streets:** No report.

8. UNFINISHED BUSINESS

- A. Francisco Exit Gate Loop Relocation:** Management submitted a bid from A & D Gates, but it was so high that Tom Austin requested a second bid. This was tabled pending receipt of that bid.
- B. Fencing/Painting Completion along Francisco:** Bob Bogowitz reported that the fence has not been completed behind his house, and there has been no communication with CityWide as to when they are going to finish.
- C. Landscaping Light Changes – Francisco and Lakecrest Areas:** This subject was tabled until the lights are all replaced/repared. Management was requested to have Barnum & Ciellio flag the wires when the trenching is done so that the landscapers don't cut something they shouldn't.
- D. Draft Parliamentary Procedures:** This subject was tabled.
- E. Common Area Assemblies – Rule:** SB 407 requires associations to allow common areas be used for political assemblies with no requirement for an owner to take responsibility for damages. Management was requested to ask Rod Baydaline if the number of cars allowed into the community can be restricted.
- F. Annual Meeting – May 10th:** Management has sent the Candidate Applications to the members regarding the May 10th Annual Meeting.

9. NEW BUSINESS

- A. Common Area Weed Abatement:** This subject was tabled pending bids for weed abatement using goats.

10. NEXT MEETING: Thursday, April 12, 2018.

11. ADJOURNMENT: The meeting was adjourned at 6:35 PM.

Respectfully submitted,
 Mimi Menzies
 Executive Community Association Manager



The Management Trust™
 OWNER INSPIRED. CHALLENGE ACCEPTED.

Attested to:

Robert Bogowitz
 Board Member

12 APR 2018
 Date Approved

Unofficial until approved and dated.

AR Aging Delinquency

Tuesday, March 06, 2018

8:42

Posted Date 02/28/2018

Lake Forest Summit

| Acct # | Type | Status | Resident Contact | Current | 30 - 59 Days | 60 - 89 Days | >90 Days | Balance |
|---------------|------------|--------|------------------|---------|--------------|--------------|----------|----------|
| 588126 | Compliance | | | 0.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 |
| 462114 | Owner | | | 195.00 | 195.00 | 195.00 | 1,790.00 | 2,375.00 |
| 462161 | Owner | | | 0.00 | 0.00 | 0.00 | 798.00 | 798.00 |
| 462092 | Owner | | | 195.00 | 195.00 | 195.00 | 195.00 | 780.00 |
| 918549 | Owner | | | 195.00 | 195.00 | 0.00 | 0.00 | 390.00 |
| 462064 | Owner | | | 85.00 | 20.00 | 20.00 | 60.00 | 185.00 |
| 462160 | Owner | | | 0.00 | 0.00 | 0.00 | 175.00 | 175.00 |
| 462148 | Owner | | | 0.00 | 0.00 | 0.00 | 41.20 | 41.20 |
| 462183 | Owner | | | 20.00 | 0.00 | 20.00 | 0.00 | 40.00 |
| 462315 | Owner | | | 0.00 | 20.00 | 0.00 | 0.00 | 20.00 |
| 462297 | Owner | | | 20.00 | 0.00 | 0.00 | 0.00 | 20.00 |
| 462259 | Owner | | | 10.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| Count: | 12 | | | 720.00 | 625.00 | 430.00 | 8,059.20 | 9,834.20 |

Charge Code Summary

| Description | G/L Acct # | Amount |
|----------------------|------------|-----------------|
| Assessment | 15000 | 3,040.00 |
| CC&R Fine | 15100 | 5,000.00 |
| Late Fee / Admin Fee | 15140 | 1,704.20 |
| Rtn Chk & Admin Fee | 15145 | 90.00 |
| | | <u>9,834.20</u> |