

**LAKE FOREST – SUMMIT OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
October 11, 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
	Helen Austin	Treasurer
	Jim Coghlan	Member-at-Large

Advisor to Board Tom Austin

The Management Trust: Jenny Mann Association Manager

2. CONFIRM POSTING OF AGENDA

Management confirmed that the agenda was posted on the guardhouse door at least four days prior to the meeting pursuant to Civil Code requirements.

3. OPEN FORUM

❖ One (1) Homeowner was in attendance. Items of discussion included problems with speeding and not stopping at stop signs.

4. EXECUTIVE SESSION REPORT: An Executive Session was held regarding member collections, and to consider a proposed payment plan.

5. APPROVAL OF PRIOR MNUTES: *The Minutes of the September 13, 2018 Board of Directors Meeting were unanimously approved as submitted.*

6. FINANCIAL REPORT

A. Treasurer's Report: Helen Austin provided the September 30, 2018 financial report. The current financial condition of the Association is as follows:

Operating Account Balance:	\$ 90,381.87
Reserve Account Balance:	\$663,680.02
Income or (Loss):	\$ 2,366.16 Monthly/\$14,759.58 YTD

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 **September 30 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: *None at this time.*

C. Bad Debt Write-Off: None at this time.

7. COMMITTEE REPORTS

A. Architectural: Tom Austin provided the report for September 14 – October 11 activity.

❖ **Homes under construction:**

Lot 152 (1453 Crocker), Lot 157 (1050 Columbia Circle), Lot 57 (2080 Lockridge) **Lot 119 (1404 Crocker) casita**

❖ **Home plans approved, construction not yet started:**

Lot 151 (1449 Crocker)

❖ **Addition plans approved, not yet started (casita):**

N/A

❖ **Revised front landscaping:**

Lot 9 (2318 Dartmouth Pl)

❖ **New approvals/disapprovals since previous month:**

N/A

❖ **There are 11 vacant lots in Summit 1 and 10 lots remaining in Summit II.**

❖ **Construction period approaching 4 years:**

Lot 152 (1453 Crocker Dr)

B. Landscaping: Capital will be proceeding with the Lot D Improvements, removing the redwoods and replacing the trees with plums/magnolias, and the landscape improvements at the island at the front gate.

C. Social: Fall Festival to be held on October 14, 2018, 2-5pm.

Welcoming: Lynn Provencal continues to meet and welcome all new owners upon receipt of the deed information from Management. New Owners include:

- Alassio, LLC/ 1461 Crocker Drive

- Regina Hunt and Barbara Turner/ 720 Lakecrest Drive

- Valerie Turner and Jesse Hinaman/ 1256 Crocker Dr.

D. Lake Forest Owners: Management will contact Ashley at Helsing to request that notifications be sent to TMT.

E. Streets: No updates at this time, waiting for construction to finish prior to proceeding.

8. UNFINISHED BUSINESS

A. Good Neighbor Fence: Tabled till the next meeting, when Brian can obtain a plan/map.

B. Redwood/ Plum Tree- removal and re-landscape project: Capital Landscape advised against installing larger trees at Lot D. The original proposal is approved and the project is scheduled. *No action taken.*

C. Common Area Assemblies and Speeding Rules Approval: *Motion made and seconded to approve both Rule Revisions. Unanimous*

9. NEW BUSINESS:

❖ A. 2019 Reserve Study- Tom Austin drafted the Association's 2019 Reserve Study. After Board review, *Motion made and seconded to approve the 2019 Reserve Study, as presented. Unanimous.*

B. 2019 Budget: Management provided a draft of the Association's 2019 Budget. There is no increase in assessments and will remain \$175.00 per month in 2019. After Board review, *Motion made and seconded to approve the 2019 Budget. Unanimous.*

10. NEXT MEETING: Thursday, November 8, 2018 at 5:30 PM.

11. ADJOURNMENT: The meeting was adjourned at 6:54 PM.

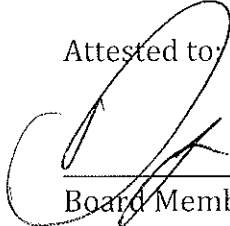
Respectfully submitted,

Jenny Mann
Community Association Manager



The Management Trust™
OWNER INSPIRED. CHALLENGE ACCEPTED.

Attested to:



Board Member

11/8/2018
Date Approved

Unofficial until approved and dated.