

**LAKE FOREST – SUMMIT OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 10, 2021**

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 4:30 PM by President Brian Provencal via Zoom videoconference and in person in the offices of The Management Trust at 160 Blue Ravine Road, Suite C., Folsom, CA.

Board Members Present:	Brian Provencal	President
	Joan Poimiroo	Vice-President
	Tom Austin	Treasurer (by Zoom)
	David Yaw	Secretary
	Cacy Roth	Member-at-Large

Management Trust:	Mimi Menzies	Executive Manager
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2. CONFIRM POSTING OF AGENDA

In accordance with Civil Code §4290, Management confirmed that the agenda was posted on the guardhouse door at least four days prior to the meeting.

3. OPEN FORUM

- Weed abatement and dead branches on a property was discussed

4. APPROVAL OF MEETING MINUTES

Motion Poimiroo, seconded Roth and unanimously carried to approve the May 13, 2021 Board of Directors Meeting Minutes as submitted.

5. EXECUTIVE SESSION REPORT: The Board met in an Executive Session following adjournment of the May 13 Board of Directors meeting to discuss a member compliance issue. This meeting will be adjourned into an Executive Session to discuss member compliance; a member issue and a legal matter.

6. FINANCIAL REPORT

A. Treasurer's Report: The May financial was not available for the meeting, so the report was tabled until the July meeting.

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 **April 30, 2021**, 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 all lien authorization forms as may be required for those delinquent members as identified by the association account number: **462297; 462114; 462092; 462161, 462160; 953691; 462208; 462064; 462327I 132662 and 869021.***

Motion Poimiroo, seconded Yaw and unanimously carried to approve the Lien Resolution as submitted.

D. Reserve Expense Authorization: There were no Reserve Expense Authorizations for this meeting.

7. COMMITTEE REPORTS

A. Architectural: Tom Austin reported that there were three new ACC applications submitted and approved.

- Lot 104 – Generator installation
- Lot 59 – Re stucco exterior
- Lot 133 - Solar

B. Landscaping: Joan reported that the bark would be replenished on Lot C and around the park. The fence post still is not painted on Lot D.

C. Social: The Board discussed a Fall Festival and decided to go forward with one on Sunday, October 17. Management will reach out to Aba Daba Rentals about tables/chairs and a tent. Casy has volunteered to help, especially with children's events. Brian will reserve the same singer as last year.

D. Welcoming: As new owners are identified, Management will continue to send the information to Lynn Provencal so they can be welcomed to the community. The Board requested that any new owner information be included in future meeting minutes.

E. LFOA: Management will try to contact the new board president about communications and lack of meeting notifications. There has been no response from the manager for LFOA regarding meetings.

F. Streets: Tom stated that both Lakecrest and Promontory will be sealed August 19 and 20th and Hamilton will be postponed until September since the Yaw construction is not complete. Tom will draft notices before the next meeting that will be sent to those affected owners.

8. UNFINISHED BUSINESS

A. Tennis Court Gate Repairs: Brian wants to be sure that CityWide will be repairing the tennis court gate and not to fabricate anything until he meets with him to discuss exactly what is to be done. This was tabled until July.

B. Park Barbecue Area – Water Line and Fixtures: Management submitted a proposal from CityWide for the new water line. The fixtures will be discussed with CityWide and Brian before anything is installed.

Motion Provencal, seconded Yaw and unanimously carried to approve the water line installation proposal from CityWide Property Services for \$2,485.

C. Light Replacement at Gate Columns: Brian stated that he would be measuring the current lights on the columns before new ones are purchased and installed. This subject was tabled until that happens.

D. Guardhouse Roofing Project Schedule: Management stated that JWS Construction is waiting on the lightweight slate availability before setting a date for installation. Management will let the Board know as soon as that information is received.

E. Speed Sign Locations: Brian will be meeting with CityWide regarding the locations for the traffic calming devices (speed signs). Although the signs are moveable, they will be installed initially on two locations along Promontory Point Drive.

F. Street Repairs/Sealing Schedule: This was previously discussed.

G. Weed Abatement – May 31st Deadline: Management was pleased to notify the Board that every lot except one had been cleared by the May 31st deadline. The one on Crocker not abated in time has been completed now. No action by the Board was taken.

9. **NEW BUSINESS**

- A. **Bark Proposal – Lot C and Park:** Management notified the Board that Capital Landscape proposed to install bark on Lot C and in the park for \$2,100.

Motion Yaw, seconded Provencal and unanimously carried to approve the bark proposal from Capital Landscape.

10. **INFORMATIONAL:** The Board reviewed the information reports.

- A. **Action Report**
B. **Compliance Log**
C. **Work Order Log**

11. **NEXT MEETING:** The next Board of Directors meeting will be on Thursday, July 8 at 4:30 PM to be held at the offices of The Management Trust at 160 Blue Ravine, Suite C., Folsom as well as Zoom videoconferencing.

12. **ADJOURNMENT:** The meeting adjourned into an Executive Session at 5:30 PM by a unanimous consent of the Board.

Respectfully submitted,



The Management Trust™
Community Management. Built Differently.

Mimi Menzies, CCAM
Executive Community Association Manager

Attested to:

Joan Pournico
Board Member

July 8, 2021
Date Approved

Unofficial until approved and dated.