

**LAKE FOREST – SUMMIT OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 12, 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. All Board members were present via Zoom and Management present in the TMT office.

Board Members Present:	Brian Provencal	President
	Joan Poimiroo	Vice-President
	Tom Austin	Treasurer
	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. CONSENT CALENDAR

- A. Approval of July 8, 2021 Board of Directors Meeting Minutes**
- B. Ratify Approval of New Water Line to Barbecue**
- C. Ratify Approval of Francisco Entry Concrete Seal Coating**
- D. Ratify Approval for Additional Solar Powered Speed Sign Set Up**
- E. Ratify Approval of Fixtures at Front Gate Columns**
- F. Ratify Approval of Fixtures at Back Gate Columns**
- G. Ratify Approval of New Tennis Court Gate**
- H. Ratify Approval of New Barbecue Tiles**

Motion Yaw, seconded Austin, and unanimously carried to approve the Consent Calendar as submitted and reviewed.

4. OPEN FORUM: There was no open forum.

5. EXECUTIVE SESSION REPORT: It was reported that the Board of Directors met in an Executive Session on July 8, 2021 and July 15, 2021 to discuss a member compliance issue.

6. FINANCIAL REPORT

- A. Treasurer's Report:** Director Austin reported that the July financial was not yet available.
- 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 **July 31, 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, 462092, 953691, 462064, 462160, 7706304 and 948691.

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

D. Reserve Expense Authorization:

Motion Poimiroo, seconded Yaw and unanimously carried to approve the following reserve authorizations as submitted and discussed:

City Wide	\$2,485	Water line for barbecue (REA is done)
City Wide	\$6,345	Entry way (Francisco) seal coating
City Wide	\$3,760	Final amount for speed signs
City Wide	\$15,880	New tennis court gate/welding/fabrication
Xelectrix	\$6,056.73	2 front gate column fixtures
Xelectrix	\$9,271.23	2 rear gate column fixtures

7. COMMITTEE REPORTS

- A. Architectural:** Director Austin reported that there was one new ACC application submitted and approved for a new home construction at 1256 Crocker Drive, Lot 131.
- B. Landscaping:** Management submitted a request to approve additional bark needed for the park and Lot C.

Motion Roth, seconded Poimiroo and unanimously carried to approve additional bark in the amount of \$3,230.

- C. Social:** Directors Roth and Poimiroo are working on children's games for the Fall Festival. They are preparing the notice that will be mailed to the membership.
- 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 following new owners were added since the last meeting:
 - 667 Lakecrest
 - 703 Lakecrest
 - 2502 Montgomery Place
- E. LFOA:** Director Austin reported that there was a meeting finally held on Monday morning at Starbuck's. Immediately following the meeting, the Board went into an Executive Session and approved rehiring The Management Trust. Director Austin gave an overview of the corridor speeding discussion and their review of the Flock camera system. Director Provencal stated he had also spoken to the new board president.
- F. Streets:** Director Provencal gave an overview of the overlay on Lakecrest; drains on Lakecrest; and the notices that have been sent to the membership regarding the street sealing and crack fill schedules.

8. UNFINISHED BUSINESS

- A. Guardhouse Roofing Project Schedule:** Management stated a permit has been issued and as soon as there is a start date the Board and members will be notified.
- B. Amendment to Noise Rule:** Management submitted comments to Director Austin that will be reviewed and taken into consideration on any changes that may be made prior to the September meeting.

9. **NEW BUSINESS**
A. **Formation of Ad Hoc Compliance Committee:** Management indicated that there would not be a conflict if Board members' wives acted as an Ad Hoc Compliance Committee. Once that committee submits any report, Management will review them to determine if they warrant letters or follow-up. Letters would not be sent until Management saw those violations during a site review.

Motion Austin, seconded Poimiroo and unanimously carried to appoint Chris Yaw and Lynn Provencal to head an Ad Hoc Compliance Committee to assist Management in site reviews for compliance issues.

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, September 9th 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 at 5:15 PM by a unanimous consent of the Board.

Respectfully submitted,

Mimi Menzies, CCAM
Executive Community Association Manager



The Management Trust™
Community Management. Built Differently.

Attested to:

Jon Poimiroo
Board Member

9-9-21
Date Approved

Unofficial until approved and dated.