

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
MAY 12, 2016
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BOARD MEMBERS PRESENT: Sandra Gardei
Laurie Andrews
Donald Swanger

BOARD MEMBERS ABSENT: James Seaman
Gregory S. Biagi

MANAGEMENT REPRESENTATIVE: Jennifer Alegria
Keystone Pacific Property Management, Inc.

EXECUTIVE SESSION SUMMARY – MAY 12, 2016

- A. Executive Session Meeting Minutes from March 10, 2016
- B. Delinquent Accounts
- C. Hearing for Compliance Matters
- D. Compliance Concerns
- E. Attorney Correspondence Regarding Proposed Potable Water Conversion

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 7:04 P.M. at Keystone Pacific Property Management located at 41593 Winchester Rd. in Temecula, CA 92590.

HOMEOWNER FORUM

No homeowners were present.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items on the consent calendar:
M/S/C 3/0

- A. **Approval of General Session Minutes/Architectural Submittal Report** – Resolved, to ratify the actions taken and approve the March 10, 2016 General Session Board Meeting Minutes and Architectural Report from February 10, 2016 to April 10, 2016 as submitted.
- B. **Financial Statements** – Resolved, to accept the December 31, 2015, January 31, 2016, February 29, 2016 and March 31, 2016 financial statements as prepared.

NEW BUSINESS

- A. **Reserve CDs Purchase** – A motion was made, seconded and carried to purchase two CDs at One West Bank in the amount of \$75,000.00 each for a term of 12 months. M/S/C 3/0
- B. **Draft Reserve Study** – A motion was made, seconded and carried to approve the draft reserve study as prepared by Reserve Data Analysis showing the Association as 78% funded for future reserve expenses and recommending a monthly contribution of \$5,849.77. M/S/C 3/0

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- C. **Retainer Agreement Renewal** – A motion was made, seconded and carried to renew the retainer agreement with Fiore, Racobs & Powers, for a cost of \$1,800.00. The retainer agreement will renew on June 1, 2016. M/S/C 3/0
- D. **Review of Landscape Expenses** – No action was taken.
- E. **Landscape Proposal for Slope behind 35556 Saint Foy** – A motion was made, seconded and carried to approve the proposal submitted by Bemus Landscape for replacement plant material behind 35556 Saint Foy for a cost of \$221.75. M/S/C 3/0.
- F. **Delinquent Account** – The Board tabled filing a lien on APN# 480-130-029.
- G. **Newsletter Topics** – The Board requested that Management include information on the following in the next newsletter:
- Taking pride in the community and maintenance.
- H. **Next Meeting Agenda** – No action taken.
- I. **Next Meeting Date** – The next meeting date is scheduled for July 14, 2016, Executive Session will begin at 6:00 P.M., followed by General Session at 7:00 P.M. at The Pizza Factory located at 30676 Benton Rd. in Winchester, California.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:58 P.M.

ATTEST: *Andrea K. Gardi* DATE: 7/13/16