

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
JULY 13, 2016
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BOARD MEMBERS PRESENT: Sandra Gardei
Laurie Andrews
Donald Swanger
James Seaman

BOARD MEMBERS ABSENT: None

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

EXECUTIVE SESSION SUMMARY – JULY 13, 2016

- A. Executive Session Meeting Minutes from May 12, 2016
- B. Reviewed delinquencies and approved foreclosure action against APN# 480-120-021
- C. Fine reversal request

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 7:05 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 4/0

- A. **Approval of General Session Minutes/Architectural Submittal Report** – Resolved, to ratify the actions taken and approve the May 12, 2016 General Session Board Meeting Minutes and Architectural Report from April 10, 2016 to May 10, 2016 as submitted.
- B. **Financial Statements** – Resolved, to accept the April 30, 2016 and May 31, 2016 financial statements as prepared.

NEW BUSINESS

- A. **Annual Maintenance Inspection Report** – A motion was made, seconded and carried to accept the annual maintenance inspection report as prepared by Orange Coast Building Services, Inc. This report will be mailed to the Membership with the annual budget package.
M/S/C 4/0
- B. **Proposal for Replacement of Manhole Cover** – This item was tabled. The Board requested that Management obtain a pricing for composite manhole covers.
- C. **Wrought Iron Maintenance Plan** – A motion was made, seconded and carried to deny the proposal submitted by Painting Unlimited for a 3 year wrought iron maintenance plan. M/S/C 4/0

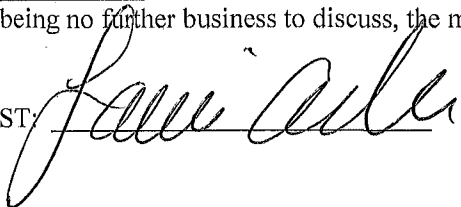
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- D. **Delinquent Account** – A motion was made, seconded and carried to file a lien on APN# 480-120-021 for the past due balance and applicable charges. M/S/C 4/0
- E. **Board Appointment/Resignation** – A motion was made, seconded and carried to accept the resignation of Greg Biagi effective May 25, 2016. M/S/C 4/0
- F. **Insurance Renewal Proposals** – A motion was made, seconded and carried to approve the insurance renewal presented by Greg Lerum for an annual premium of \$4,308.00. M/S/C 4/0
- G. **Newsletter Topics** – No action was taken.
- H. **Next Meeting Agenda** – No action taken.
- I. **Next Meeting Date** – The next meeting date is scheduled for September 8, 2016, Executive Session will begin at 6:00 P.M., followed by General Session at 7:00 P.M. at Keystone Pacific Property Management, Inc. in Temecula, California.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:54 P.M.

ATTEST:



DATE:

9-8-16