

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
MARCH 9, 2017
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BOARD MEMBERS PRESENT: Donald Swanger
Laurie Andrews
James Seaman
William Mooney

BOARD MEMBER ABSENT: None

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

EXECUTIVE SESSION SUMMARY – MARCH 9, 2017

- A. Executive Session Meeting Minutes from January 19, 2017
- B. Delinquent Accounts
- C. Hearings for Compliance Matters/Fine Reversal Requests

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 6: 32 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 January 19, 2017 General Session Board Meeting Minutes and Architectural Report from January 10, 2017 to March 3, 2017 as submitted.
- B. **Financial Statements** – Resolved, to accept the December 31, 2016 and January 31, 2017 financial statements as prepared.

NEW BUSINESS

- A. **Draft Audit** – A motion was made, seconded and carried to delegate the approval of the draft audit to director Jim Seaman. M/S/C 4/0
- B. **Delinquent Account** – The Board tabled filing a lien on APN# 480-110-030 as the balance was under \$500.00.
- C. **Board Appointment** – This item was tabled until the next meeting.

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- D. **Bemus Landscape Proposal for 1st Quarter Irrigation Repairs** – A motion was made, seconded and carried to approve the proposal from Bemus Landscape for irrigation repairs as noted on the 1st quarter irrigation inspection, for a cost of \$1,065.95. M/S/C 4/0
- E. **Reserve Study Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Reserve Data Analysis for an update to the reserve study without a site inspection, for a cost of \$300.00. M/S/C 4/0
- F. **Correspondence Regarding DeCaron Lift Station** – This item was tabled indefinitely, the Board is not interested in accepting the abandoned lift station on DeCaron from the developer.
- G. **Revised Architectural Application** – A motion was made, seconded and carried to approve sending the revised architectural application with a \$25.00 review fee, to the Membership for a 30 day comment period. M/S/C 4/0
- H. **Newsletter Topics** – No action taken.
- I. **Next Meeting Agenda** – No action taken.
- J. **Next Meeting Date** – A motion was made, seconded and carried to scheduled the next meeting date for May 11, 2017, Executive Session will begin at 6:00 P.M., followed by General Session at 7:00 P.M. at Keystone Pacific Property Management, LLC in Temecula, California. M/S/C 4/0

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:20 P.M.

ATTEST: _____



DATE: _____

