

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
MAY 3, 2018
PAGE 1 of 2

BOARD MEMBERS PRESENT: Laurie Andrews
James Seaman
Donald Swanger

BOARD MEMBERS ABSENT: Jason Philpot
William Mooney

MANAGEMENT REPRESENTATIVE: Terry Kammes, CMCA
Keystone Pacific Property Management, LLC

EXECUTIVE SESSION SUMMARY – MARCH 3, 2018

- A. Executive Session Meeting Minutes from March 8, 2018
- B. Hearings for Compliance Matters
- C. Delinquent Account

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 7:00 P.M. at Keystone Pacific Property Management located at 41593 Winchester Rd. in Temecula, CA 92590.

HOMEOWNER FORUM

No homeowners were in attendance.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items on the consent calendar:
M/S/C 5/0

- A. **Approval of General Session Minutes/Architectural Submittal Report** – Resolved, to ratify the actions taken and approve the March 8, 2018 General Session Board Meeting Minutes and Architectural Report from March 1, 2018 to April 20, 2018 as submitted.
- B. **Financial Statements** – Resolved, to accept the February 28, 2018 and March 31, 2018 financial statements as prepared.

NEW BUSINESS

- A. **Annual Maintenance Inspection** – A motion was made, seconded and carried to approve the Annual Maintenance Report as prepared by ProTec Building Services, with a correction to the report to remove the maintenance item located at 35508 Sainte Foy St. Drainage-Basin as it belongs to the Riverside County M/S/C 3/0
- B. **New Reserve CD Investments** – A motion was made, seconded and carried to open two (2) \$75K Reserve CD's with CIT Bank, for a 6 month term at the best available rate. M/S/C 3/0

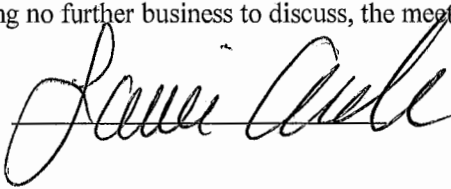
COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
MAY 3, 2018
PAGE 2 of 2

- C. **Draft Reserve Study** – A motion was made, seconded and carried to accept the Reserve Study prepared by Reserve Data Analysis, with a recommended monthly contribution of \$5,980.00. In addition, the Board approved for Management to obtain quotes for with “0” remaining life, which are Landscape Basins and Landscape Replace/Refurbish. (3/0)
- D. **Newsletter Topics** – The Board requested Community Educational Articles be added to the newsletter.
- E. **Next Meeting Agenda** – No action taken.
- F. **Next Meeting Date** – A motion was made, seconded and carried to scheduled the next meeting date for July 10, 2018, 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 3/0

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:03 P.M.

ATTEST:



DATE:

7-10-18