

COUNTRY ROADS MAINTENANCE CORPORATION  
GENERAL SESSION MEETING MINUTES  
SEPTEMBER 13, 2018  
PAGE 1 of 2

**BOARD MEMBERS PRESENT:** Laurie Andrews  
Jason Philpot  
Donald Swanger

**BOARD MEMBERS ABSENT:** James Seaman  
William Mooney

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

**EXECUTIVE SESSION SUMMARY – SEPTEMBER 13, 2018**

- A. Executive Session Meeting Minutes from July 10, 2018
- B. Hearings for Compliance Matters/Fine Reversal
- C. Delinquent Account(s)

**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**

There were (3) homeowners that attended the General Session Meeting to discuss various topics, architectural submittal and violation letter received.

**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 minutes taken by Management from the July 10, 2018 General Session Board Meeting, and Architectural Submittal Report from July 10, 2018 to September 5, 2018 as submitted.
- B. **Financial Statement – RESOLVED**, to accept the July 31, 2018 financial statement as prepared.
- C. **Approval of Bemus Landscaping Master Valve Replacement – RESOLVED**, to ratify the actions taken to approve the proposal submitted by Bemus Landscaping in between Board Meeting and approved by the Board President, Donald Swanger to repair the master valve for a cost of \$651.17.

COUNTRY ROADS MAINTENANCE CORPORATION  
GENERAL SESSION MEETING MINUTES  
SEPTEMBER 13, 2018  
PAGE 2 of 2

**NEW BUSINESS**

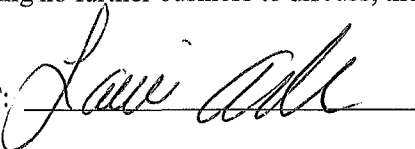
- A. **2019 Draft Budget** – A motion was made, seconded and carried to approve the 2019 Budget, contingent on Treasurer, Jim Seaman review of the budget and approval. M/S/C 3/0
- B. **Audit & Tax Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Wertz & Company for the preparation of the Association’s 2018 Audit and Taxes. M/S/C 3/0
- C. **Reserve CD Matures** – A motion was made, seconded and carried to approve to appoint Treasurer, Jim Seaman to review and decide whether to roll-over or re-invest the Reserve CD with CIT Bank, in the amount of \$76,185.82 at the best available rate. (3/0)
- D. **Perimeter Block Wall – Efflorescence Removal Proposal** – A motion was made, seconded and carried to approve the proposal submitted by Consolidated Construction for a cost of \$1,860.00, contingent on the Board Member, Donald Swanger experiment with the vinegar and water that is outlined in the proposal to remove the Efflorescence from the perimeter wall. (3/0)
- E. **Delinquent Accounts** – A motion was made, seconded and carried to taken the following actions per the delinquency report generated on August 28, 2018 as outlined below. M/S/C 3/0

APN #	Balance	Status
480-130-039	\$804.36	Tabled
480-141-007	\$318.00	Tabled
480-110-030	\$793.09	Tabled
480-130-009	\$594.90	Tabled

- F. **Newsletter Topics** – Holiday Event – December 8, 2018
- G. **Next Meeting Agenda** – The following items were requested to be added to the next meeting agenda as outlined.
- Holiday Event Proposal
  - Landscape Maintenance Proposals
- H. **Next Meeting Date** – A motion was made, seconded and carried to scheduled the next meeting date for November 8, 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 8:09 P.M.

ATTEST: 

DATE: 11-13-18