

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
JUNE 6, 2019
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BOARD MEMBERS PRESENT: Laurie Andrews
Jason Philpot – Via Tele-conference to
achieve quorum
Donald Swanger
Nate Goldstein – Newly Appointed

BOARD MEMBER ABSENT: None

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

EXECUTIVE SESSION SUMMARY – JUNE 6, 2019

- A. Executive Session Meeting Minutes from March 14, 2019
- B. Executive Session Meeting Minutes April 9, 2019
- C. Hearings for Compliance Matters
- D. Homeowner Request(s)
- E. Delinquent Accounts
- F. Potential/Current Legal Matters & Opinions

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.

GUESTS - Association Legal Counsel – Dennis Burke
Keystone Pacific Property Management, LLC – Association Controller, Robert Shy

PROOF OF NOTICE

Proof of Notice was recorded by Management

HOMEOWNER FORUM

There was one (1) homeowner present to discuss the following topics: Suspension and proper preparation of the 2019 budget, CFO should deposit all association funds, the Board should manage the Association, Vendor contracts should be negotiated and reviewed by Legal Counsel.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items on the consent calendar: M/S/C
2/0

- A. **Approval of General Session Minutes/Architectural Submittal Report – RESOLVED**, to ratify the actions taken and approve the minutes taken by Management from the March 14, 2019 General Session Board Meeting, and Architectural Submittal Report as of May 2, 2019 as submitted.
- B. **Association Finances – Financial Review – RESOLVED**, to acknowledge the review of the February 28, 2019 and March 31, 2019 financial Statements.

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- C. **Financial Statements – RESOLVED**, to accept the February 28, 2018 and March 31, 2019 financial statements as prepared.

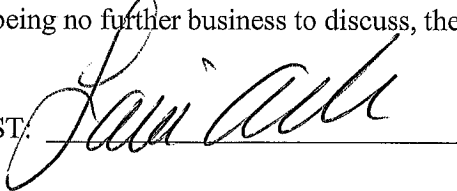
NEW BUSINESS

- A. **Board Appointment – Vacant Seats** – A motion was made, seconded and carried to approve the Appoint Nathan Goldstein to the Board of Directors to fill a vacant seat, an organizational meeting of officer positions will be held at the July 16, 2019 Board Meeting. M/S/C 2/0
- B. **Annual Maintenance Inspection Report** – A motion was made, seconded and carried to approve the Annual Maintenance Inspection Report prepared by Protec Building. In addition Management was instructed to obtain proposals and place work orders for maintenance items noted on the Annual Maintenance Inspection Report. M/S/C 3/0
- C. **Draft Reserve Study**– A motion was made, seconded and carried to approve the draft Reserve Study prepared by Reserve Data Analysis, with a monthly contribution of \$5,987.78. M/S/C 3/0
- D. **Environmental Concepts Enhancement Proposal** – A motion was made, seconded and carried to approve the proposal submitted by Environmental Concepts, to install Sierra Cobble Stones in the easement next to 35508 Sainte Foy St. for a cost of \$820.00. M/S/C 3/0
- E. **Homeowner Correspondence Review** – The Board reviewed the correspondence submitted by the homeowner and no action was taken in regards to the owner’s correspondence.
- F. **Lien Authorizations** – Per the delinquency report generated on April 25, 2019 the following actions on delinquent accounts for unpaid assessments and applicable charges as outlined below. M/SC 3/0
- APN#480-120-034 – Tabled
- G. **Newsletter Topics** – The Board requested that Management include a reminder about removal of tree stakes on mature trees and weeds.
- H. **Next Meeting Agenda** – Organizational meeting to appoint Officer Positions
- I. **Next Meeting Date** – A motion was made, seconded and carried to schedule the next meeting date for July 16, 2019, 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 7:44 P.M.

ATTEST: _____



DATE: _____

7-16-19