

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
SEPTEMBER 30, 2019
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BOARD MEMBERS PRESENT: Laurie Andrews
Jason Philpot
Nate Goldstein

BOARD MEMBER ABSENT: None

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

EXECUTIVE SESSION SUMMARY – SEPTEMBER 30, 2019

- A. Executive Session Meeting Minutes from July 16, 2019
- B. Hearings for Compliance Matters
- C. Delinquent Accounts
- D. Legal Matters

CALL TO ORDER

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

PROOF OF NOTICE

Proof of Notice was recorded by Management

HOMEOWNER FORUM

There was two (2) homeowners present for homeowner forum to discuss architectural procedure for submittal and crosswalk needed on Sainte Foy St.

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 16, 2019 General Session Board Meeting, and Architectural Submittal Report as of September 4, 2019 as submitted.
- B. **Association Finances – Financial Review – RESOLVED**, to acknowledge the review of the June 30, 2019 and July 31, 2019 financial Statements.
- C. **Financial Statements – RESOLVED**, to accept the June 30, 2019 and July 31, 2019 financial statements as prepared.

NEW BUSINESS

- A. **Board Appointment – Vacant Seats** – The candidate that showed interest in serving on the Board did not attend the meeting. The Board tabled consideration of appointment until November 14, 2019.

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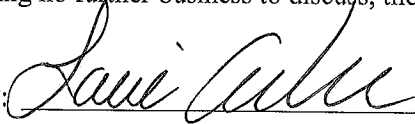
- B. **2020 Proposed Draft Budget and Reserve Maintenance Disclosure** – A motion was made, seconded and carried to approve the Association 2020 proposed budget and reserve maintenance disclosure, with the recommended \$7.00/or approx. 12.5 % increase in the assessments, the dues will be \$63.00 per month for 2020 to sufficiently fund the operating and reserves accounts. M/S/C 3/0
- C. **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 2019 Audit and Taxes for a cost of \$800.00 and to mail to the membership per Civil Code. M/S/C 3/0
- D. **Reserve CD Matures – 10/6/19** – A motion was made, seconded and carried to approve to roll-over the Reserve CD with CIT Bank, in the amount of \$76,879.19 that is set to mature on 10/6/19 for another 12 month term at the best available rate. M/S/C 3/0
- E. **Wrought Iron Repairs & Painting Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Empire Works for Community wrought iron repairs, for a total cost of \$15,400.00 and the wrought iron painting proposal submitted by Empire Works to paint the community wrought iron for a total cost of \$17,100.00. In addition, Wrought Iron joining common area lots 103-113 for a cost of \$4,900.00. M/S/C 3/0
- F. **Lien Authorizations** – Per the delinquency report generated on July 1, 2019 the following actions on delinquent accounts for unpaid assessments and applicable charges as outlined below. M/SC 3/0
- **APN#480-130-020** – Tabled filing a lien
- G. **Christmas Event – Details** – A motion was made, seconded and carried to set the event date details as follows: M/SC 3/0
- Date – December 7, 2019
 - Location – 35607 Sainte Foy St.
 - Goodie Bags
 - Santa or Elf depending on availability and cost
 - Shaved Ice Truck
 - Laurie Andrews appointed event planner with a budget of \$1,00.000 and will be issued a check for expenses incurred for the Christmas Event and will provide receipts for expenses after the event.
- H. **Newsletter Topics** – The Board requested that Management include an article announcing approved 2020 budget and Christmas Event Details.
- I. **Next Meeting Agenda** – There were no request.
- J. **Next Meeting Date** – A motion was made, seconded and carried to schedule the next meeting date for November 14, 2019, Executive Session will begin at 7:46 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

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ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:50 P.M.

ATTEST:



DATE:

11-14-19