



Annual Meeting / Elections / Board of Directors Meeting

TUESDAY, December 20, 2016

5:15 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306

X Agenda & Management Report

__ Minutes

<u>No.</u>	<u>Item Description</u>	<u>Ref.</u>	<u>Discussion</u>	<u>Action</u>								
1	<u>Commencement of Meeting</u>			Meeting started at:								
1.a	Meeting Agenda Presentation / Pre Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda:								
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Mark Hall, President</td> <td style="width: 50px;"></td> </tr> <tr> <td style="padding: 2px;">Fred Wiley, Vice President, and Chief Financial Officer</td> <td></td> </tr> <tr> <td style="padding: 2px;">Phil Crosby, Secretary</td> <td></td> </tr> </table> <u>Delegates</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Montagna HOA by and through Terry Walker</td> <td style="width: 50px;"></td> </tr> </table>	Mark Hall, President		Fred Wiley, Vice President, and Chief Financial Officer		Phil Crosby, Secretary		Montagna HOA by and through Terry Walker		
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Rio Vista HOA by and through	
Rio Vista Estates HOA by and through	
Highpointe Rio Bravo 224, L.P by and through	
Estates of Rio Bravo HOA	
D R Horton Venture Inc. (22 Basano) by and through	
Four Fairways HOA by and through	
Andrew Fuller	
A & E Union, Inc. by and through	

Other Guest(s)

Rio Bravo Fairways by and through	
Rio Bravo Golf Course Master HOA by and through	
Casa Club HOA by and through	
Mario Valenzuela, Sarah Resa, Manager	



1.c Approval of October 18, 2016, Board Meeting Minutes; Ratification of November 15, 2016, Board actions and approval of November 15, 2016 Board Meeting Minutes.

2. **New Business**

- 2.a New Items, Floor Items & Open Discussion
1. Annual Meeting
 2. Election of Directors
 3. Election of Officers
 4. Open Floor

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, January 17, 2017

Time: 5:15 p.m.

Location: Management Office, 1430 Truxtun Avenue, Fifth Floor, Bakersfield, California 93301

3. **Financial & Accounting**

CONSENT

Consent items designated with the letter “C.”

- 3.a Financial Summary – account balances as of December 16, 2016.
- \$26,403.62 Chase Operating Account
\$29,630.63 Chase Savings Account
\$25,242.17* Pacific Western Bank CD



\$81,276.42

3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 11/30/16.	C	\$33,108.76 Non-redacted version available in BOD files. Δ
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 11/30/16.	C	\$29,630.63 Non-redacted version available in BOD files.
3.d	Pacific Western Bank CD -1 (Ending 744) (Reserve) Issue Date 7/30/16. Maturity Date 7/30/17. Term 12 months. Rate 0.150%	C	\$25,242.17
3.e	Financial Reports for November 2016.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report



3.f Outgoing Funds

RATIFICATION – Utilities/DwellingLive

- C 1. \$37.90 on 12/5/16 to California Water Service (account 5814588888) Electronic Payment
- C 2. \$121.78 on 12/9/16 to PG&E (9301712956-5 Guard Station) Electronic Payment
- C 3. \$152.33 on 11/25/16 to PG&E (9906553909-2 Street) Electronic Payment
- C 4. \$121.18 on 12/5/16 to AT&T (6618715613) Electronic Payment
- C 5. \$82.82 on 12/5/16 to Brighthouse (0050633728-01) Electronic Payment
- C 6. \$571.74 on 12/7/16 to DwellingLive (monthly subscription) Electronic Payment

CHECKS TO DISBURSE

- C 7. \$13,338.50 to M&S Security (November 2016)
- C 8. \$3,473.82 to HOA Management Solutions, Inc. (management)
- C 9. \$1,086.00 to Plahn Landscape Inc. (monthly service & sprinkler repairs)
- C 10. \$200.00 to Aurelio Hernandez (December janitorial services)



- C 11. \$1,666.60 to RBCA (transfer to reserve savings)
- C 12. \$35.00 to Banks Pest Control (bimonthly service)
- C 13. \$450.00 to Rio Bravo Country Club (meeting facilities) ▲
- C 14. \$444.00 to Mark Hall (supplies reimbursement)
- C 15. \$655.50 to Adams Stirling PLC (legal fees)

3.1 Other Financial Items

- 1. Write-off Adjustment
RBGCMHOA balance \$6,916.50. ■
- 2. Rio Vista/Four Fairways Lawsuit Monitoring
- 3. Casa Club Annexation and Related Billing ■
- 4. Rio Bravo Fairways Security Gate Billing ■
- 5. Insurance Quote
- 6. Billing Dispute with Highpointe Communities ■
- 7. Lien Assessment Resolution(s) for Parcel(s): ■
387-334-03-0
387-342-01-7
387-333-02-4
387-334-02-2



387-341-11-8
387-341-22-5
387-730-06-00

4. **Regular & Ongoing Business**

- 4.a Operational Items
 - 1. Pre-Meeting Physical Inspection of Common Report
 - 2. Drainage and Flood Prevention Committee Report
 - 3. Hole 12/DR Horton Fencing
- 4.b Roadway Maintenance Report
- 4.c Landscape Maintenance Report
- 4.d Board Education & Training Davis-Sterling Newsletter Topic Links.
- 4.e Summary of Prior Executive Session Report

5. **Security Gate Business**

- 5.a Security Gate Report
 - 1. Notable Activity / Owner Concerns
 - 2. Four Fairways Security Deficiency and RBCA Intent to Act Notice
 - 3. Gate Management



4. Cost-Sharing Agreement for Guard

Adjournment of Meeting

Time:

- △ Symbol notates an update to listed item on the posted agenda prior to meeting.
- Symbol notates items also set for discussion in Executive Session.



Notes:

1. Unless indicated, a quorum has been determined to exist if minutes are approved for the respective meeting date indicated.
2. Section 6 is kept separate and confidential from Sections 1 through 5. Only the Board can release such information.
3. Incoming and Outgoing Correspondences: General, Billing, and other general correspondences, billings, and communications are not posted for meetings but are available for inspection as required by law. Correspondences bearing key relevance to upcoming meetings are generally listed in agenda.
4. For simplicity, initials of Board, Delegate, & Management members are used.
5. Supporting documents, if any, are placed in order of the appropriate section, 1 through 6, with supporting documents for the Appendices and Supplements placed in section 6.
6. Supplemental information to be provided at BOD meeting if it becomes available.
7. Items “Retained on agenda” because an open question or issue remains unresolved or because of a repetitive nature per Board directive.
8. Certain information may be redacted in part because of privacy or other reasons per director of Board but is available for inspection as required by law.

2016 RBCA GOALS

Date Achieved:	Goal Description
Not Completed	1. Acquire ownership or management control of secondary back gate and enhance RBCA community security.
Not Completed	2. Acquire the requisite easements from A & E (Declarant) on all common areas.
Partial Completion	3. Increase collaboration with A & E to RBCA objectives.
Not Completed	4. Complete a cost sharing agreement with non-annexed associations for Guard services.
Not Completed	5. Create RBCA Emergency Response Plan
Not Completed	6. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.