



December 31, 2019

**Rio Bravo Community Association Owners (Annexed)
Non-Annexed Owners**

2020 FIRST QUARTER REMINDERS

- The Board of Directors approved the 2020 Pro Forma Operating Budget. The 2020 Regular Assessment for Annexed Owners is \$184.75 per quarter, and for Non-Annexed Owners, \$125.46 per quarter. Annually, it is \$739.00 / \$501.84, respectively. Billing will be sent quarterly in advance at the beginning of each calendar quarter except that when the normal billing date falls on a weekend or holiday, the billing will be mailed on the first weekday prior to the weekend or holiday. Payment is due on the 1st of each calendar quarter (January 1st, April 1st, July 1st, and October 1st), regardless of receipt of quarterly invoice, and will be considered past due on the 16th of each calendar quarter.
- Your **next billing period** starts on **April 1, 2020**; RBCA will not assess late fees on the 2020 First Quarter billing until **January 16, 2020**; for processing of payments, please indicate the invoice number on your check to ensure accurate and expedited posting of your payment to your account.
- The Board of Directors meeting dates and times for the 2020 First Quarter are tentatively scheduled for **Tuesday, January 14, 2020**; **Tuesday, February 11, 2020**; and **Tuesday, March 10, 2020**.
- Meetings are generally facilitated at Rio Bravo Country Club, 15200 Casa Club Drive, or the offices of Management, located at 1430 Truxtun Avenue, Fifth Floor.
- Please remember that a change in ownership requires that you provide notice to RBCA, including transfers to a living trust. Providing notice avoids an increased ownership transfer fee.
- **PLEASE DO NOT SPEED THROUGH THE RIO BRAVO COMMUNITY AND SURROUNDING AREAS.** Residents and visitors are urged to observe the posted speed limits and stop signs.



December 31, 2019

Rio Bravo Community Association Owners

Regarding: Owner Requirement to Update Contact Information and Property Status

Dear Owner:

You are hereby notified pursuant to California Civil Code § 4041 to provide an ANNUAL update to your contact information and property status, such as whether you are the owner-occupier, the property is rented out, the parcel is developed but vacant, or if the parcel is undeveloped land. Property owners are required to complete applicable sections below and return to Rio Bravo Community Association, no later than January 31, 2020.

Owner(s) Name:	
Property Address:	
Mailing Address (if different from property):	
E-mail Address:	
Please specify property status:	
<input type="checkbox"/> Owner Occupied <input type="checkbox"/> Tenant related to Owner – Relationship: _____	
<input type="checkbox"/> Tenant Occupied <input type="checkbox"/> Unoccupied	
LEGAL REP. /AGENT/ PROPERTY MANAGER Information (if applicable)	
Company:	Agent(s):
Mailing Address:	
E-mail Address:	
Telephone Number:	
TENANT Information (if applicable)	
Occupant Name(s):	
Lease Contract – Effective Date	Expiration Date
E-mail Address:	
Telephone Number:	