



Board of Directors Meeting

WEDNESDAY, February 22, 2017

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

X Agenda & Management Summary

__ 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;">Fred Wiley, President</td> <td style="width: 50px;"></td> </tr> <tr> <td style="padding: 2px;">Phil Crosby, Vice President, and Chief Financial Officer</td> <td></td> </tr> <tr> <td style="padding: 2px;">Mark Hall, 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</td> <td style="width: 50px;"></td> </tr> </table> | Fred Wiley, President | | Phil Crosby, Vice President, and Chief Financial Officer | | Mark Hall, Secretary | | Montagna HOA by and through | | |
| Fred Wiley, President | | | | | | | | | | | | |
| Phil Crosby, Vice President, and Chief Financial Officer | | | | | | | | | | | | |
| Mark Hall, Secretary | | | | | | | | | | | | |
| Montagna HOA by and through | | | | | | | | | | | | |



| | |
|--|--|
| 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 Ratification of Board actions and Approval of prior meeting Minutes for:

October 18, 2016;
November 15, 2016,
December 20, 2016, and
January 17, 2017.

2. **New Business**

- 2.a New Items, Floor Items & Open Discussion

1. Open Floor

- 2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, March 21, 2017

Time: 5:15 p.m.

Location: Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93301

3. **Financial & Accounting**

CONSENT

Consent items designated with the letter “C.”

- 3.a Financial Summary – account balances as of February 21, 2017.

\$40,600.41 Chase Operating Account

\$33,253.35 Chase Savings Account

\$25,242.17* Pacific Western Bank CD

\$99,095.93



| | | | |
|-----|---|---|--|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 1/31/17. | C | \$38,733.36 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 1/31/17. | C | \$33,253.35 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 January 2017. | C | Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report |



3.f Outgoing Funds

RATIFICATION – Utilities/DwellingLive

- C 1. \$34.27 on 2/6/17 to California Water Service (account 5814588888) Electronic Payment
- C 2. \$209.72 on 2/8/17 to PG&E (9301712956-5 Guard Station) Electronic Payment
- C 3. \$157.92 on 1/24/17 to PG&E (9906553909-2 Street) Electronic Payment
- C 4. \$120.64 on 2/6/17 to AT&T (6618715613) Electronic Payment
- C 5. \$82.81 on 2/6/17 to Brighthouse (0050633728-01) Electronic Payment
- C 6. \$571.74 on 2/6/17 to DwellingLive (monthly subscription) Electronic Payment

CHECKS TO DISBURSE

- C 7. \$13,838.00 to M&S Security (January 2017)
- C 8. \$3,368.61 to HOA Management Solutions, Inc. (management)
- C 9. \$1,240.00 to Plahn Landscape Inc. (monthly service & pre-emergent)
- C 10. \$200.00 to Aurelio Hernandez (February janitorial services)



- C 11. \$1,953.50 to RBCA (transfer to reserve savings)
- C 12. \$513.00 to Adams Stirling PLS (legal fees)
- C 13. \$2,077.56 to Camera Access Technologies (transponder roll)

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. Billing Dispute with Highpointe Communities ■

4. **Regular & Ongoing Business**

4.a Operational Items

- 1. Pre-Meeting Physical Inspection of Common Report
- 2. Drainage and Flood Prevention Committee Report

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. Guard Cost-Sharing Agreement ■

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.

2017 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. |