



**Board of Directors Meeting**  
TUESDAY, February 9, 2021  
5:15 p.m. @ Zoom video conferencing (recorded)

X **Agenda & Management Summary**

\_\_\_ Minutes

<u>No.</u>	<u>Item Description</u>	<u>Ref.</u>	<u>Discussion</u>	<u>Action</u>
1	<b><u>Commencement of Meeting</u></b>			Meeting started at:

1.a Meeting Agenda Presentation /  
Pre-Meeting Adjustments to  
Agenda

1.b Call to Order – Roll Call of  
Directors & Delegates

**Board of Directors**

Fred Wiley, President	
Phil Crosby, Vice President, and Chief Financial Officer	
Mark Hall, Secretary	

**Delegates**



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	
Rio Vista HOA by and through Raj Doshi	
Rio Vista Estates HOA by and through Skip Staley	
Highpointe Rio Bravo 224, L.P by and through	
Estates of Rio Bravo HOA	
The Manors by and through Andrew Fuller	
Rio Bravo Country Club, LLC by and through Randy Steinert	
<b><u>Guest(s)</u></b>	
Rio Bravo Fairways by and through	
Rio Bravo Golf Course Master HOA by and through Randy Steinert	
Casa Club HOA by and through	



---

Mario Valenzuela, Sarah Resa, Manager	
---------------------------------------	--

---

1.c Approval of the December 8, 2021 Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Announcement of new Board of Directors
2. Election of Officers
3. Open Floor

2.b Next Meeting:

Board of Directors Meeting  
Tuesday, March 9, 2021, at 5:15 p.m.  
Zoom or Rio Bravo Country Club  
15200 Casa Club Drive, Bakersfield, CA  
93301 and/or via Zoom video conferencing



3. **Financial & Accounting**

Consent Items designated with a “C.”

3.a	Financial Summary – account balances as of February 9, 2021.		\$47,151.06 Chase Operating Account \$27,204.19 Chase Savings Account \$25,563.05 Pacific Western CD ----- \$99,918.13	.
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 1/29/2021 and 12/31/2020.	C	\$13,247.13 – 1/29/2021 \$9,656.86 – 12/31/2020 Non-redacted version available in BOD files.	
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 1/29/2021 and 12/31/2020.	C	\$27,204.19 – 1/29/2021 \$27,203.76 – 12/31/2020 Non-redacted version available in BOD files.	
3.d	Pacific Western Bank CD -1 (Ending 744) (Reserve)	C	\$25,563.05	



Issue Date 7/30/16. Maturity  
Date 7/30/20. Term 12 months.  
Rate 0.150%

- 3.e Financial Report for December 2020 and January 2021. C Profit & Loss  
Statement of Cash Flows  
Balance Sheet  
Budget to Expense
- 3.f Outgoing Funds RATIFICATION – Utilities/Dwelling Live
- C 1. \$339.57 on 1/5/21 PG&E (9301712956-5 Guard Station & Street \*combined\*) Electronic Payment
  - C 2. \$312.51 on 12/2/20 PG&E (9301712956-5 Guard Station & Street \*combined\*) Electronic Payment
  - C 3. \$39.89 on 1/4/21 California Water Service (account 5814588888) Electronic Payment
  - C 4. \$39.89 on 12/2/20 California Water Service (account 5814588888) Electronic Payment
  - C 5. \$99.45 on 1/4/21 TelPlex (guard phone)



- C 6. \$96.87 on 11/3/20 TelPlex (guard phone)
- C 7. \$97.55 on 1/7/21 to Spectrum (guard internet)
- C 8. \$97.55 on 12/8/20 to Spectrum (guard internet)
- C 9. \$493.48 on 1/19/21 to DwellingLive (visitor passes)
- C 10. \$600.12 on 1/11/21 to DwellingLive (monthly service)
- C 11. \$491.16 on 1/4/21 to DwellingLive (visitor passes)
- C 12. \$600.12 on 12/21/20 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 13. \$835.00 to Plahn Landscape Inc. (January 2021 monthly service)
- C 14. \$1,682.51 HOA Management Solutions, Inc. (December 2020)
- C 15. \$200.00 to Aurelio Hernandez (January 2021 janitorial services)
- C 16. \$8,094.00 to R Stanley Security Service (Invoice # 18338)



- C 17. \$8,256.00 to R Stanley Security Service (Invoice # 18317)
- C 18. \$7,998.00 to R Stanley Security Service (Invoice # 18272)
- C 19. \$7,740.00 to R Stanley Security Service (Invoice # 18295)
- C 20. \$341.00 to JES Electric (electrical repairs guard station)
- C 21. \$1,173.00 to Beaumont & Tashijan (legal services)
- C 22. \$75.11 to Beaumont & Tashijan (legal services)

CHECKS TO DISBURSE

- C 23. \$1,290.00 to Plahn Landscape Inc. (February 2021 monthly service/pre-emergent)
- C 24. \$6,439.51 HOA Management Solutions, Inc. (January 2021 services and reimbursements)
- C 25. \$200.00 to Aurelio Hernandez (February 2021 janitorial services)
- C 26. \$35.00 to Orkin Pest Control (pest services)



C 27. \$2,623.00 to Camera Access Technologies (Invoice # 5259)

3.g Other Financial Items

1. Casa Club Annexation and Related Billing ■
2. Rio Bravo Fairways Security Gate Billing ■
3. Lien assessments:
  - a. 387-620-03-2;
  - b. 387-332-04-2;
  - c. 387-342-04-1; and
  - d. 387-333-05-7.

4. **Regular & Ongoing Business**

4.a Operational Items

1. 2021 Goals

4.b Roadway Maintenance Report

1. PG&E lamp repairs:  
334327 for light pole 17086 – part ordered.  
334328 for light pole – will come out and mark pole. Status update.

4.c Landscape Maintenance Report

4.d Board Education & Training

1. Davis-Sterling Newsletter Links





4.e Prior Executive Session Summary

5. **Security Gate Business**

5.a Security Gate Report

1. Temporary Security Gate Agreement
2. Notable Activity
3. The Manors Security Gate – Invite ■
4. Gate Management Secondary Gate
5. Cost Sharing Agreement – 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.

**2021 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 RBCC on all common areas.
Not Completed	3. Complete a cost sharing agreement with non-annexed associations for Guard services.
Not Completed	4. Create RBCA Emergency Response Plan
Not Completed	5. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.