



Board of Directors Meeting

TUESDAY, March 21, 2017

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

___ Agenda & Management Summary

X **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: 5:17 p.m. Quorum met.
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>	
			Fred Wiley, President	Present
			Phil Crosby, Vice President, and Chief Financial Officer	Present
			Mark Hall, Secretary	Present
			<u>Delegates</u>	
			Montagna HOA by and through Terry Walker	Present



Rio Vista HOA by and through	Not Present
Rio Vista Estates HOA by and through Art Mijarez	Present
Highpointe Rio Bravo 224, L.P by and through	Not Present
Estates of Rio Bravo HOA	Not Present
D R Horton Venture Inc. (22 Basano) by and through	Not Present
Four Fairways HOA by and through Michael Olivares	Present
Andrew Fuller	Not Present
A & E Union, Inc. by and through Trinidad Hernandez	Present

Other Guest(s)

Susan Nail, Elaine Taylor, Al & Anne Galvez, Debbie Simpson, Mike Anderson, Debbie Anderson, Paula Kalpakoff, Stephen Greenfield, Diane Sullivan, Mike Bell, Bill Frankhouser, Arlo Thompson, Zef Barron, Scott Johnson, Annett Aiken, Leland Davis, Skip	Present
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Staley, Joe Mueller, Howdy Miller, Kyle Weber, Doug & Janice Marley, Martin Mayorga, Wayne Stephens, Karen Hendricks, and Charles Webb.	
Rio Bravo Fairways by and through Scott Johnson	Present
Rio Bravo Golf Course Master HOA by and through Randy Steinert	Present
Casa Club HOA by and through Henry Castenada	Present
Mario Valenzuela, Sarah Resa, Manager	Present

1.c Ratification of Board actions and Approval of prior meeting Minutes for:

October 18, 2016,
November 15, 2016,
December 20, 2016,
January 17, 2017, and
February 22, 2017.

PC motioned to approve Board actions and to approved the Board Meeting Minutes of October 18, 2016, November 15, 2016, December 20, 2016, January 17, 2017, and February 22, 2017. MH 2nd – All in Favor



2. New Business

2.a New Items, Floor Items & Open Discussion

1. Rio Bravo Country Club Status
2. Open Forum

As to Item 2.a.1, open discussion had as to the announcement made to select homeowners by A & E Union, Inc. regarding the closure of Rio Bravo Country Club on May 31, 2017, which was moved up from June 30, 2017. FW and PC presented an outline of the current circumstances related to the closure at time, including introductions, some of the RBCA and RBCC history; annexation aspect of RBCA; boards that FW and PC serve on, and the lack of notice by RBCC of the closure upon RBCA. Discussion was had in the form of question and answers and/or statements to provide attendees as much available information within the parameters of RBCA's scope of authority.

Various concerns were raised from the potential of property values being significantly lower to members helping offset RBCC operational costs, to RBCA or another entity acquiring RBCC and preventing the closure of RBCC, to finding a new RBCC owners, and more.



RBCA is formally requesting written confirmation of the closure, and a description of the exit plan by RBCC. If received, RBCA will communicate such to all owners.

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, April 18, 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 March 17, 2017.

\$43,036.01 Chase Operating Account
\$35,208.13 Chase Savings Account
\$25,242.17* Pacific Western Bank CD

PC motioned to approve CONSENT items.
FW 2nd – All in Favor.

\$103,486.31

3.b Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 2/28/17.

C

\$51,250.32 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 2/28/17.	C	\$35,208.13 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 February 2017.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report
3.f	Outgoing Funds	C	RATIFICATION – Utilities/DwellingLive 1. \$34.63 on 3/6/17 to California Water Service (account 5814588888) Electronic Payment
		C	2. \$152.97 on 3/14/17 to PG&E (9301712956-5 Guard Station) Electronic Payment



- C 3. \$160.58 on 2/27/17 to PG&E (9906553909-2 Street) Electronic Payment
- C 4. \$120.82 on 3/8/17 to AT&T (6618715613) Electronic Payment
- C 5. \$82.81 on 3/7/17 to Brighthouse (0050633728-01) Electronic Payment
- C 6. \$1,035.24 on 3/15/17 to DwellingLive (monthly subscription/passes) Electronic Payment
- C CHECKS TO DISBURSE
- C 7. \$12,432.00 to M&S Security (February 2017)
- C 8. \$1,585.53 to HOA Management Solutions, Inc. (management)
- C 9. \$785.00 to Plahn Landscape Inc. (monthly service)
- C 10. \$200.00 to Aurelio Hernandez (March janitorial services)
- C 11. \$1,953.50 to RBCA (transfer to reserve savings)
- C 12. \$171.00 to Adams Stirling PLS (legal fees)
- C 13. \$35.00 to Banks Pest Control (pest control services)



- C 14. \$57.89 to Mark Hall
(reimbursement for phone)
- 3.1 Other Financial Items
1. Rio Vista/Four Fairways Lawsuit Monitoring As to Items 3.1.1 through 3.1.4, no status change.
 2. Casa Club Annexation and Related Billing ■
 3. Rio Bravo Fairways Security Gate Billing ■
 4. Billing Dispute with Highpointe Communities ■
 5. Lien Assessments on 387-331-07-7; 387-333-06-6 As to Item 3.1.5, liens were discussed and lien action was voted upon as follows:

PC motioned to approve lien on 387-331-01-7. MH 2nd – All in Favor.

PC motioned to approve lien on 387-333-06-6. MH 2nd – All in Favor.
4. **Regular & Ongoing Business**
- 4.a Operational Items
1. Pre-Meeting Physical Inspection of Common Report As to Item 4.a.1, MV mentioned that SR would be coming out for the inspection. Report to follow.



	2. Drainage and Flood Prevention Committee Report	As to Item 4.a.2, awaiting final engineering report.
4.b	Roadway Maintenance Report	No report.
4.c	Landscape Maintenance Report	No report.
4.d	Board Education & Training	Davis-Sterling Newsletter Topic Links Included in packet.
4.e	Summary of Prior Executive Session Report	MV noted discussion was had collection report, Rio Bravo Country Club closure, Rio Bravo Fairways, and Casa Club HOA.
5.	<u>Security Gate Business</u>	
5.a	Security Gate Report	<p>1. Notable Activity / Owner Concerns</p> <p>As to Item 5.a.1, MH reported replacement of guard station phones and door knobs. Also, guard is controlling and tracking party events better. Comment made that pre-emergent may have prevented wild flowers from blooming.</p> <p>2. Four Fairways Security Deficiency and RBCA Intent to Act Notice</p> <p>3. Gate Management</p> <p>4. Guard Cost-Sharing Agreement ■</p> <p>As to Items 5.a.2, 5.a.3, and 5.a.4, no action.</p>



Adjournment of Meeting

Time: 6:45 p.m.

PC motioned to adjourn meeting. MH 2nd –
All in Favor.

- △ 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.