



Board of Directors Meeting

TUESDAY, March 27, 2018

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>											
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda											
1.b	Call to Order – Roll Call of Directors & Delegates		<p><u>Board of Directors</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Phil Crosby, President</td> <td style="width: 20%;"></td> </tr> <tr> <td>Mark Hall, Vice President, and Chief Financial Officer</td> <td></td> </tr> <tr> <td>Fred Wiley, Secretary</td> <td></td> </tr> </table> <p><u>Delegates</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Montagna HOA by and through Terry Walker</td> <td style="width: 20%;"></td> </tr> </table>	Phil Crosby, President		Mark Hall, Vice President, and Chief Financial Officer		Fred Wiley, Secretary		Montagna HOA by and through Terry Walker		
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Rio Vista HOA by and through Raj Doshi	
Rio Vista Estates HOA by and through Wayne Stephens	
Highpointe Rio Bravo 224, L.P by and through	
Estates of Rio Bravo HOA	
The Manors by and through Chris Felix	
Andrew Fuller	
Rio Bravo Country Club, LLC by and through Randy Steniert	

Guest(s)

Stephen Greenfield (MHOA)	
Rio Bravo Fairways by and through Scott Johnson, Jr.	
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 February 27, 2018, Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion 1. Open Forum

2.b Next Meeting: **Board of Directors Meeting**
Date: Tuesday, April 17, 2018
Time: 5:15 p.m.
Location: Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93301

3. **Financial & Accounting** CONSENT

3.a Financial Summary – account balances as of February March 26, 2018. \$42,078.99 Chase Operating Account
\$58,672.54 Chase Savings Account
\$25,483.45 Pacific Western CD 7/30/17

\$126,234.98

3.b Chase Bank Checking Activity, C \$19,238.67 – 2/28/18
Operating Account, Non-redacted version available in BOD
Reconciliation, and Bank files. Δ
Statement for account ending



5572. Reconciliation report through 2/28/18.

- | | | | |
|-----|---|---|---|
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 2/28/18. | C | \$57,765.54 – 2/28/18
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 Report for February 2018. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
Reserve Report |
| 3.f | Outgoing Funds | C | RATIFICATION – Utilities/Dwelling Live
1. \$37.93 on 2/14/18 California Water Service (account 5814588888)
Electronic Payment |



- C 2. \$302.19 on 2/13/18 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 3. \$147.30 on 2/11/18 to AT&T (6618715613) Electronic Payment
- C 4. \$82.81 on 2/5/18 to Spectrum (0050633728-01) Electronic Payment
- C 5. \$600.12 on 3/14/18 to Dwelling Live (monthly subscription, passes) Electronic Payment
- C 6. <\$1,170.84> credit on 3/14/18 to Dwelling Live (overcharge on printer invoice) Electronic Deposit

CHECKS TO DISBURSE

- C 7. \$12,432.00 to M&S Security (security gate February 2018)
- C 8. \$785.00 to Plahn Landscape Inc. (monthly service) February 2018
- C 9. \$120.00 to Plahn Landscape Inc. (monthly service) difference for July 2016 invoice 107009
- C 10. \$1,953.50 to RBCA (transfer to reserve savings – February 2018)
- C 11. \$1,653.82 to HOA Management Solutions, Inc. (February 2018)



- C 12. \$200.00 to Aurelio Hernandez (February 2018 janitorial services)
- C 13. \$583.00 to Gitlin Tashjian (legal fees)

3.g Other Financial Items

- 1. RVCA | Four Fairways Monitoring ■
- 2. Casa Club Annexation and Related Billing ■
- 3. Rio Bravo Fairways Security Gate Billing ■
- 4. Fuller Annexation / Billing ■
- 5. Fire Insurance Bid for Guard Station

4. **Regular & Ongoing Business**

4.a Operational Items

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

4.b Roadway Maintenance Report

- 1. Casa Club Speed Bump Bid
- 2. Anacapa Drive Extension (maintenance)

4.c Landscape Maintenance Report

- 1. Cell-Tower Damaged Landscaping



- 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. Camera License Reader Status
 3. Gate Management
 4. 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.

2018 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.