



**Board of Directors Meeting**

TUESDAY, March 8, 2022

5:15 p.m. on Zoom Conferencing & Tony's Firehouse Grill and Pizza, 10701 CA-178, Bakersfield, CA 93306 (recorded)

\_\_\_ Agenda & Management Summary

X **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>									
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			As to Item 1.a, meeting started at: 5:15 p.m. Quorum was met.						
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b> <table border="1"><tbody><tr><td>Fred Wiley, President (FW)</td><td>Present</td></tr><tr><td>Phil Crosby, Vice President &amp; Chief Financial Officer (PC)</td><td>Present</td></tr><tr><td>Beth Espinoza, Secretary (BE)</td><td>Present</td></tr></tbody></table>	Fred Wiley, President (FW)	Present	Phil Crosby, Vice President & Chief Financial Officer (PC)	Present	Beth Espinoza, Secretary (BE)	Present	
Fred Wiley, President (FW)	Present									
Phil Crosby, Vice President & Chief Financial Officer (PC)	Present									
Beth Espinoza, Secretary (BE)	Present									
			<b><u>Delegates</u></b>							



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR Present; SG Present via Zoom
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD Present via Zoom
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	SS Present
Shayan Capital, LLC (20); Kona Crown Holdings, LLC (25%); Falcon T Investments, LLC (25); and Lakewood Parkway, LLC (30) by Kris Pinero	KP Present via Zoom
Estates of Rio Bravo HOA by and through	Not Present
The Manors by and through Johnny Duenas	Not Present
Rio Bravo Country Club, LLC by and through Randy Steinert	Not Present



<u>Guest(s)</u>	
Mark Hall (MHOA)	Present
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Tony Martinez	Present
Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the February 8, 2022, Meeting Minutes.

As to Item 1.c, PC motioned to approve the February 8, 2022, Meeting Minutes. BE 2nd – Majority in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Elite Estimate number 99824

As to Item 2.a.1, PC discuss the proposal for the landscaping needed at corner of Highway 178 & Miramonte Drive. The planter is without flowers now. Bid for flowers. PC explained the bid. \$812 and \$684 depending on the options.



Discussion had. Items not budgeted. RD mentioned there were 2 or 3 sprinklers water toward the street off Miramonte Drive and Casa Club Drive by Guard Station. PC to notify Elite. This item was tabled.

## 2. Flock Security Cameras

As to Item 2.a.2, PC provided summary of prior meeting and demonstration with Flock representatives. PC indicated that KP will look at alternative vendors. This item was tabled. This item was not budgeted. If system is implemented, solicitation for funding to homeowners will be needed. SS indicated that two-thirds of cameras will go to rear gate and inquiring whether The Manors has responded. Thus far The Manors has not responded. MV indicated the cost is 22.29 per lot per year. SS question about data breach liability on cameras and insurance. Opted out option available. RD does not want to solicit donations; it should be billed. Discussion had.



### 3. Open Floor

As to Item 2.a.3, SS questions regarding budget, how payments being made to reserves? MV indicated funds are being collected. FW indicated RBGCMHOA is keeping tabs of their reserve contributions, TM confirmed. Question about collected reserves not reflected on financials. MV indicated that the transfer will reflect in May. MH indicated that reserve transfers were previously made monthly. FW indicated transfers were halted when reserve funds were not being collected. Question related to an insurance payment. MV indicated the payment was monthly and explained the two large annual insurance payment. SS indicated there was no income in February, MV explained billing revenue is quarterly. SS asked when in a report will it show when non-annexed party does not fully pay. FW inquired whether the questions was about tracking who pay or who does not. MV will run a transaction report to address the question asked. Issue seems to be the quarterly versus monthly

Page 5 of 13



billing and how it reflects on the reports. Discussion had.

FW addressed conflict of interest on board. Personal benefit / gain must be part of the conflict.

FW summarized the meeting with KP regarding the future steps at Estates at Rio Bravo (former Highpointe). New owner has in-house builder, and they are going through the steps of getting the process going. Discussion was had about logistics and use property south of the golf course. Discussion had. KP's goal is to save the tentative tract map and proceed with parcels 1 and 2. There might be participation from local builders, interest has been expressed. KR concerned about traffic, construction traffic. KR prefers rerouting of traffic sooner than later. SG asked about how many homes are in phase 1 and 2, KR stated 19 and 9 on tentative tract map 5517.



FW reached out to RS on RBCC legal issues about 10 days ago. RS was going to speak to the LLC attorney.

- 2.b Next Meeting: Board Meeting  
 Tuesday, April 12, 2022, at 5:15 p.m. via  
 Zoom Conferencing and/or Tony's  
 Firehouse Grill and Pizza, 10701 CA-178,  
 Bakersfield, CA 93306
3. **Financial & Accounting**
- 3.a Financial Summary – account C \$43,484.23 Chase Operating Account  
 balances as of March 8, 2022. \$37,834.37 Chase Savings Account  
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 \$81,318.60
- 3.b Chase Bank Checking Activity, C \$27,036.50  
 Operating Account, Non-redacted version available in BOD files.  
 Reconciliation, and Bank  
 Statement for account ending  
 5572. Reconciliation report  
 through 2/28/2022.

As to Item 2.b, next meeting announced.

Consent Items designated with a “C.”

As to Consent Items, PC motioned to approve Consent items. BE 2nd – All in Favor.



- 3.c Chase Bank Savings Activity, C \$37,834.37  
Reconciliation, and Bank  
Statement for account ending  
5761. Reconciliation report  
through 2/28/2022. Non-redacted version available in BOD files.
- 3.d Financial Report for February C Profit & Loss  
2022. Statement of Cash Flows  
Balance Sheet  
Budget to Expense – prior month  
Budget to Expense – through year end
- 3.e Outgoing Funds RATIFICATION – Utilities/Dwelling Live
- C 1. \$402.25 on 2/1/22 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment
  - C 2. \$39.32 on 2/7/22 California Water  
Service (account 5814588888)  
Electronic Payment
  - C 3. \$103.07 on 2/8/22 TelPlex (guard  
phone)
  - C 4. \$107.55 on 2/7/22 to Spectrum (guard  
internet)





- C 5. \$600.12 on 2/10/22 to DwellingLive (monthly service)
- C 6. \$54.08 on 2/14/22 to DwellingLive (transponder credits)

CHECKS TO RATIFY

- C 7. \$1.00 to Knauf Maxwell Insurance Services (CNA Community Association Policy) fee for electronic payment

CHECKS TO DISBURSE

- C 8. \$8,460.00 to R. Stanley Security (Invoice 19018 through 2/15/22)
- C 9. \$9,024.00 to R. Stanley Security (Invoice 18993 through 1/31/21)
- C 10. \$1,000.00 to Elite Maintenance & Tree Service (monthly landscaping, pre-emergent) 2/28/22 Invoice 4119
- C 11. \$1,796.31 HOA Management Solutions, Inc. (February 2022 services and reimbursements)
- C 12. \$250.00 to Aurelio Hernandez (March 2022 janitorial services)



13. \$8,250.00 to Flock Safety Quote (3 Cloud Security Cameras)
- 3.f Other Administrative / Financial Items
1. Casa Club Annexation and Related Billing ■ As to Items 3.f.1 to 3.f.4, no action.
  2. Rio Bravo Fairways Security Gate Billing ■
  3. PG&E Rebill case ID 6509951392 (placeholder)
  4. Financials Review
  5. Lien Assessment
    - a. Parcel 387-620-07-3 As to Item 3.f.5.a, PC motion to approve a lien assessment on 387-620-07-03. BE 2nd – All in Favor.
    - b. Parel 387-610-21-5 As to Item 3.f.5.b, PC motion to approve a lien assessment on 387-610-21-5. BE 2nd – All in Favor.
4. **Regular & Ongoing Business**
- 4.a Operational Items
1. Inspection Report As to Item 4.a.1, MV indicated he will conduct the inspection and submitted after the meeting.



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|-----|--------------------------------------|--|--|
| 4.b | Roadway Maintenance Report           |  | As to Item 4.b, FW indicated there was a large crack on the roadway that the board needs to look at. MV indicated that on the last inspection report, pictures of cracks were submitted. SG also noted the cracks. FW requested that we get an estimate from GPM. MV to get slurry seal or crack seal and repair estimate. |
| 4.c | Landscape Maintenance Report         | 1. Elite Estimate number 99824, Options 1 or 2 (in New Business) | As to Item 4.c.1, PC discussed during new business.  |
| 4.d | Board Education & Training           | 1. Davis-Sterling Newsletter Links                               | As to Item 4.d., information in meeting packet.  |
| 4.e | Prior Executive Session Summary      |  | As to Item 4.e, MV reported the during Executive Session, legal information was discussed, and discussion was had with KP on their project.  |
| 5.  | <b><u>Security Gate Business</u></b> |  |  |
| 5.a | Security Gate Report                 | 1. Notable Activity  | As to Item 5.a.1, MH reported over \$1K of transponders. MH reported some  |



transponder glitches. MV discussed Spectrum [Brighthouse] account and legacy IP address. MH recommends upgrading and having Wi-Fi with new modem. MH also contrasted the increasing phone bill. Generator and new phone options also addressed. Discussion had. MH to follow up.

2. The Manors Security Gate ■
3. Cost Sharing Agreement – Guard ■

As to Items 5.a.2 and 5.a.3, no action.

**Adjournment of Meeting**

Time: 6:14 p.m.

PC motioned to adjourn. BE 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 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.

**2022 RBCA GOALS (To be Determined)**

Date Achieved:	Goal Description
Not Completed	1. Acquire 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. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.
Not Completed	5. Future Entry Gates to be under RBCA.