



**Board of Directors Meeting**

TUESDAY, April 12, 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: 5:17 p.m. Quorum satisfied.						
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									

**Delegates**



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	SG Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD Present at 5:27 p.m.
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	SS Present
Rodeo Credit Enterprises for: Shayan Capital, LLC (20); Kona Crown Holdings, LLC (25%); Falcon T Investments, LLC (25); and Lakewood Parkway, LLC (30) by Kris Pinero	Not Present
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), 2 Montagna Owners	Present
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Tony Martinez	Not Present
Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

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

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

2. **New Business**

2.a New Items, Floor Items & Open  
Discussion

1. Open Floor

As to Item 2.a.1, Montagna owner inquiry  
about Montagna delegates. FW, SG  
explained delegates, and RBCA scope of  
responsibilities.



Inquiry about Rodeo's future plans. Discussion had, including regarding Estates of Rio Bravo.

MH brought out billing impact with change to monthly. FW mailing costs to go down as more electronic billing is made. Monthly billing to help cash flow.

Discussion about dynamics between annexed and non-annexed association.

MV provided information from KP on potential homes via the website: delсахomes.com. Initially twenty-two homes or so will be built on Tract 5517, the unpaved area.

Question on status of Fuller property.

FW announced next board meeting.

2.b Next Meeting:

Board Meeting  
Tuesday, May 10, 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 \$30,622.16 Chase Operating Account  
balances as of March 8, 2022. \$37,834.69 Chase Savings Account  
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\$68,456.85
- 3.b Chase Bank Checking Activity, C \$7,462.83  
Operating Account,  
Reconciliation, and Bank  
Statement for account ending  
5572. Reconciliation report  
through 3/31/2022. Non-redacted version available in BOD files.
- 3.c Chase Bank Savings Activity, C \$37,834.69  
Reconciliation, and Bank  
Statement for account ending  
5761. Reconciliation report  
through 3/31/2022. Non-redacted version available in BOD files.
- 3.d Financial Report for March 2022. C Profit & Loss  
Statement of Cash Flows

Consent Items designated with a “C.”

As to Consent Items, BE motioned to approve Consent items. Correction on wording in Item 3.e.11, Checks to Disburse. FW 2nd – PC abstained. Majority in Favor.



Balance Sheet

Budget to Expense – through prior month

Budget to Expense – through year end

3.e Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$354.56 on 3/4/22 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment
- C 2. \$40.23 on 3/7/22 California Water  
Service (account 5814588888)  
Electronic Payment
- C 3. \$101.42 on 3/7/22 TelPlex (guard  
phone)
- C 4. \$107.55 on 3/10/22 to Spectrum  
(guard internet)
- C 5. \$600.12 on 3/10/22 to DwellingLive  
(monthly service)
- C 6. \$462.79 on 3/7/22 to DwellingLive  
(passes)
- C 7. \$52.00 on 3/7/22 to DwellingLive  
(transponder credits)

CHECKS TO RATIFY

None



#### CHECKS TO DISBURSE

- C 1. \$8,994.00 to R. Stanley Security  
(Invoice 19091 through 3/31/22)
- C 2. \$8,492.00 to R. Stanley Security  
(Invoice 19066 through 3/15/22)
- C 3. \$7,332.00 to R. Stanley Security  
(Invoice 19044 through 2/28/22)
- C 4. \$835.00 to Elite Maintenance & Tree  
Service (monthly landscaping) 4/5/22  
Invoice 4195
- C 5. \$1,343.00 to Elite Maintenance & Tree  
Service (various repairs) 4/5/22  
Invoice 4196
- C 6. \$1,620.25 HOA Management  
Solutions, Inc. (March 2022 services  
and reimbursements)
- C 7. \$200.00 to Aurelio Hernandez (April  
2022 janitorial services)
- C 8. \$546.10 to Phil Crosby (replacement  
swamp cooler for guard station)
- C 9. \$59.54 to Phil Crosby (replacement  
phone for guard station)
- C



10. \$88.00 to Orkin Pest Control (pest services)
11. \$5,106.14 (transfer from operating account to reserves (savings) for 1<sup>st</sup> quarter 2022.

As to Item 3.e.11, Checks to Disburse, SG requested clarification of transfer, reworded for minutes.

SS inquired about allocation for repaying prior year's reserve loans. SG also had questions. MV explained the quarterly reconciliation of reserve dollars collected for current reserves and for repayment of reserve loans. \$5,106.14 was transferred to savings, and out of that, \$2,204.94 was allocated for reserve loan repayment. FW indicated that non-annexed association should be maintaining their respective share of reserves if they are not paying in to RBCA. Only monies paid to RBCA will be transferred to reserves. Discussion had.





3.f Other Administrative / Financial Items

1. Casa Club Annexation and Related Billing ■  
As to Item 3.f.1, FW reported we are in negotiations with Casa Club, met two weeks ago, communications active. New board members, and recent change with management company. Letter sent to Casa Club homeowners. FW is hopeful that there is progress is being made. RD concerned about equal payments with annexed owners.
2. Rio Bravo Fairways Security Gate Billing ■  
As to Item 3.f.2, FW is working with Scott Johnson at Rio Bravo Fairways to get an agreement in place.
3. PG&E Rebill case ID 6509951392 (placeholder)  
As to Item 3.f.3, no action, placeholder.
4. Financials Review – Questions Addressed  
As to Item 3.f.4, SS circulated a handout, in part for MV to complete. MV present accrual and cash profit and loss reports. SS asked questions about the reports comparing billed amounts and actual payments. SS explained the handout and the information sought. MV to complete handout for next meeting. SS explained concerns by others over budgeting,



operating RBCA, annexing to RBCA, and understanding why the budget is not balanced. Discussion had about the budget differences, approach, history, repayment of reserves, fiduciary duty, etc.

As to Item 3.f.5, no action.

5. Lien Assessment

4. **Regular & Ongoing Business**

4.a Operational Items

1. Inspection Report

As to Item 4.a.1, MV circulated inspection reports. MV contacted GPM and is awaiting an assessment. FW indicated we need to assess Casa Club to avoid further damage. SG indicated that the prior road surfacing was paid in part by securing funds from A&E. RD asked about reserve study recommendations. MV checked reserved study and indicated that slurry seal and repairs are recommended for 2024 projecting about \$33K for that expense. SS indicated it may not be best to make significant repairs on Casa Club until Rodeo build out is complete. Discussion had.



FW updated board on Flock system including initial cost of \$8,250 and recurring costs. MV noted it is \$23 per lot per year. PC explained operational aspects of the Flock system including the seamless communication with Bakersfield Police Department and officers in the field. System is \$7,200 per year for three cameras. Flock is not in the 2022 budget, so RBCA wants to solicit \$1,000 from each association in Rio Bravo Community to install it. In 2023, Flock would be part of the budget. PC address privacy concerns and only allowing Bakersfield Police to have access. Discussion had.

BE motioned to approve the contract with Flock. PC 2<sup>nd</sup>. All in Favor

PC motioned to temporarily use Reserve Funds to pay for Flock contract. Funds collected for Flock to be returned to reserves. BE 2<sup>nd</sup>. All in Favor.



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|-----|--------------------------------------|--|---|
| 4.b | Roadway Maintenance Report           | 1. GPM contacted   | As to Item 4.b.1, awaiting an assessment by GPM.  |
| 4.c | Landscape Maintenance Report         | 1. Elite Estimate number 99824, Options 1 or 2 – previously tabled | As to Item 4.c.1, FW indicated that we need to do work at the monument signage, and we may need to get donations. FW to provided \$100 and will try to get more community funds. Funding is available in 2022’s budget. Discussion had. |
| 4.d | Board Education & Training           | 1. Davis-Sterling Newsletter Links                                 | As to Item 4.d.1, MV noted information is in meeting packet.  |
| 4.e | Prior Executive Session Summary      |  | As to Item 4.e, MV indicated that developer status of Katchay, Rodeo, and reserve calculations were discussed in Executive Session.   |
| 5.  | <b><u>Security Gate Business</u></b> |  |   |
| 5.a | Security Gate Report                 | 1. Notable Activity<br>a. Modem / Internet                         | As to Item 5.a.1, we are saving on paper for passes. MH reported some owners request a daily pass.  |



As to Item 5.a.1.a, MH investigation internet update, it turned out to be more costs with Spectrum. MH talked to T-Mobile, no business solution there. Status quo will remain.

2. The Manors Security Gate ■

As to Item 5.a.2, no activity.

3. Cost Sharing Agreement – Guard ■

As to Item 5.a.3, no activity.

**Adjournment of Meeting**

Time: 6:50 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.