



## Board of Directors Meeting

TUESDAY, April 13, 2021

5:15 p.m. @ Rio Bravo Country Club and Zoom video conferencing (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>			Meeting started at: 5:25 p.m. Quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Item 3.f.8, added payment to RL Stanley for \$7920.
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b>	
			Fred Wiley, President	Present
			Mark Hall, Vice President, and Chief Financial Officer	Present
			Phil Crosby, Secretary	Present
			<b><u>Delegates</u></b>	



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR Present
Rio Vista HOA by and through Raj Doshi	Present via Zoom
Rio Vista Estates HOA by and through Skip Staley	Not Present
Highpointe Rio Bravo 224, L.P by and through Steve Vliss	Present via Zoom
Estates of Rio Bravo HOA by and through Art Mijarez	Present
The Manors by and through Johnny Duenas	Present
Rio Bravo Country Club, LLC by and through Randy Steinert	Not Present
<b><u>Guest(s)</u></b>	
Rio Bravo Fairways by and through Scott Johnson	Present
Rio Bravo Golf Course Master HOA by and through Randy Steinert	Not Present



Casa Club HOA by and through	
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the March 9, 2021 Meeting Minutes.

As to Item 1.c, PC motioned to approve the March 9, 2021, Meeting Minutes. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Likely Guard Gate Closure (1 hour discussion limit)
2. Open Floor

As to Item 2.a.1, large group of Rio Bravo Community owners present with 36 persons that signed the Sign-in Sheets but RBCA approximates 60 plus person present and approximately 55 persons logged in via Zoom.

FW opened Guard Gate meeting identifying current circumstances and RBCA status. FW provided a tentative closing date of May 31, 2021, for the guard. FW discussed the 2021 budget and quarterly rate of \$221.69, the Security



Gate Budget Review Committee, and the surveys sent to the community. Community letters were read by PC. Open discussion was had, questions were answered, and vocal debate over the guard gate circumstances was expressed by all. Majority of Rio Bravo Community members want to keep the security gate operational. Zoom video of meeting was made [starting at 13:04]. Meeting ended with follow up to come at next RBCA meeting.

2.b Next Meeting: Board of Directors Meeting  
Tuesday, May 11, 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**

3.a Financial Summary – account balances as of April 12, 2021.

\$9,409.09 Chase Operating Account
\$12,204.91 Chase Savings Account
\$25,563.05 Pacific Western CD
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\$47,177.05

Consent Items designated with a “C.”  
As to Consent Items, PC motioned to approve CONSENT items. MH 2nd – All in Favor.



- |     |   |   |   |
|-----|---|---|---|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 3/31/2021. | C | \$418.85<br>Non-redacted version available in BOD files.    |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 3/31/2021.                     | C | \$12,204.91<br>Non-redacted version available in BOD files. |
| 3.d | Pacific Western Bank CD -1 (Ending 744) (Reserve) Issue Date 7/30/16. Maturity Date 7/30/20. Term 12 months. Rate 0.150%                              | C | \$25,563.05   |
| 3.e | Financial Report for March 2021.  | C | Profit & Loss<br>Statement of Cash Flows                    |



Balance Sheet  
Budget to Expense

3.f Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$335.26 on 3/8/21 PG&E (9301712956-5 Guard Station & Street \*combined\*) Electronic Payment
- C 2. \$42.30 on 3/3/21 California Water Service (account 5814588888) Electronic Payment
- C 3. \$101.86 on 3/8/21 TelPlex (guard phone)
- C 4. \$97.55 on 3/10/21 to Spectrum (guard internet)
- C 5. \$470.80 on 3/8/21 to DwellingLive (passes)
- C 6. \$600.12 on 3/8/21 to DwellingLive (monthly service)

CHECKS TO RATIFY

CHECKS TO DISBURSE

- C 1. \$8,448.00 to R. Stanley Security (Invoice 18459 through 3/31/21)



- C 2. \$1,190.00 to Letourneau Landscape Services (monthly landscaping)
- C 3. \$5,869.54 HOA Management Solutions, Inc. (March 2021 services and reimbursements)
- C 4. \$200.00 to Aurelio Hernandez (April 2021 janitorial services)
- C 5. \$35.00 to Orkin Pest Control (spraying)
- C 6. \$2,500.00 to Law Offices of Steve Nihcols (legal)
- C 7. \$1,000.00 to Law Offices of Philip Gillet (legal)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■ Item 3.g.1 through 3.g.5, no action.
- 2. Rio Bravo Fairways Security Gate Billing ■
- 3. Lien assessments: 387-730-06-2; 387-610-09-0; 387-334-04-8; 387-334-03-0; 387-334-02-2
- 4. Owner transfer fee waiver request ■
- 5. Owner late fee waiver request ■

4. **Regular & Ongoing Business**



- 4.a Operational Items
- 4.b Roadway Maintenance Report
  - 1. PG&E lamp repairs: Item 4.b.1, no action.  
334327 for light pole 17086 – will be terminated.
  - 334328 for light pole – will come out and mark pole. Status update. Item 4.c., no action.
- 4.c Landscape Maintenance Report
- 4.d Board Education & Training
  - 1. Davis-Sterling Newsletter Links Item 4.d.1 in meeting packet.
- 4.e Prior Executive Session Summary Item 4.e, no action.
- 5. **Security Gate Business**
- 5.a Security Gate Report
  - 1. Temporary Security Gate Agreement Items 5.a.1 through 5.a.5, no action.
  - 2. Notable Activity
  - 3. The Manors Security Gate – Invite ■
  - 4. Gate Management Secondary Gate
  - 5. Cost Sharing Agreement – Guard ■

**Adjournment of Meeting**

Time: approximately 6:40 p.m.





- Δ 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.