



Board of Directors Meeting
TUESDAY, April 14, 2020
 5:15 p.m. @ via video conferencing (recorded)

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%;"> <tr> <td style="width: 80%;">Fred Wiley, President</td> <td style="width: 20%;"></td> </tr> <tr> <td>Phil Crosby, Vice President, and Chief Financial Officer</td> <td></td> </tr> <tr> <td>Mark Hall, Secretary</td> <td></td> </tr> </table> <p><u>Delegates</u></p> <table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">Montagna HOA by and through Terry Walker</td> <td style="width: 20%;"></td> </tr> </table>	Fred Wiley, President		Phil Crosby, Vice President, and Chief Financial Officer		Mark Hall, Secretary		Montagna HOA by and through Terry Walker		
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Rio Vista HOA by and through Jeffrey Thompson	
Rio Vista Estates HOA by and through Skip Staley	
Highpointe Rio Bravo 224, L.P by and through	
Estates of Rio Bravo HOA	
The Manors by and through Andrew Fuller	
Rio Bravo Country Club, LLC by and through Randy Steinert	
<u>Guest(s)</u>	
Rio Bravo Fairways by and through	
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 March 10, 2020, Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Forum

2.b Next Meeting:

Special Meeting
[To be set]
Board Meeting
Tuesday, May 12, 2020; at 5:15 p.m.
Rio Bravo Country Club
15200 Casa Club Drive, Bakersfield, CA
93301 or via Zoom video conferencing

3. **Financial & Accounting**

Consent Items designated with a “C.”

3.a Financial Summary – account balances as of February 6, 2020.

\$14,084.30 Chase Operating Account
\$22,665.94 Chase Savings Account
\$25,563.05 Pacific Western CD

\$62,313.29



- | | | | | |
|-----|---|---|--|---|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 3/31/2020. | C | \$-26,446.44 | Non-redacted version available in BOD files.
▲ |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 3/31/2020. | C | \$22,665.94 | 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 2020 | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense | |



3.f Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$600.12 on 3/6/20 Frontsteps, subscription - Electronic Payment
- C 2. \$1,080.92 on 4/6/20 Frontsteps, supplies - Electronic Payment
- C 3. \$278.11 on 4/6/20 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 4. \$38.73 on 4/6/20 California Water Service (account 5814588888) Electronic Payment
- C 5. \$86.53 on 4/6/20 TelPlex (guard phone)
- C 6. \$97.55 on 4/7/20 to Spectrum (guard internet)

CHECKS TO RATIFY

- C 7. \$7,740.00 to R. Stanley Security Service on 3/9/20 (Invoice # not legible)
- C 8. \$8,256.00 to R. Stanley Security Service on 3/10/20 (Invoice # not legible)
- C 9. \$750.00 to Beaumont Tashjian (legal)



CHECKS TO DISBURSE

- C 10. \$835.00 to Plahn Landscape Inc.
(March 2020 monthly service)
- C 11. \$1,953.50 to RBCA (transfer to reserve
savings – April 2020)
- C 12. \$1,718.36 to HOA Management
Solutions, Inc. (March 2020)
- C 13. \$200.00 to Aurelio Hernandez (April
2020 janitorial services)
- C 14. \$35.00 to Orkin (pest control)
- C 15. \$69.00 to Beaumont Tashjian (legal,
invoice 112774)
- C 16. \$422.72 to Beaumont Tashjian (legal,
invoice 113830)

3.g Other Financial Items

- 1. Reserve Funds Borrowing Resolution
- 2. Special 5% Assessment Meeting Date
Setting
- 3. Casa Club Annexation and Related
Billing ■
- 4. Fuller Annexation / Billing ■
- 5. Rio Bravo Fairways Security Gate
Billing ■

4. Regular & Ongoing Business



- 4.a Operational Items
 - 1. Election Rules Approval
 - 2. Reserve Study
- 4.b Roadway Maintenance Report
- 4.c Landscape Maintenance Report
 - 1. Landscaping / Cell Tower Status
- 4.d Board Education & Training
 - 1. Davis-Sterling Newsletter Links
- 4.e Prior Executive Session Summary
- 5. **Security Gate Business**
 - 5.a Security Gate Report
 - 1. Notable Activity
 - 2. The Manors Security Gate ■
 - 3. Gate Management Secondary Gate
 - 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.

2020 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.