



## Board of Directors Meeting

TUESDAY, April 25, 2017

5:15 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306

### \_\_\_ 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: 5:15 p.m. Quorum met.						
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: Items 3.f.16 & 3.f.17 added, payments to Secretary of State for \$15 and \$20, respectively.						
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b>							
			<table><tbody><tr><td>Fred Wiley, President</td><td>Present</td></tr><tr><td>Phil Crosby, Vice President, and Chief Financial Officer</td><td>Present</td></tr><tr><td>Mark Hall, Secretary</td><td>Present</td></tr></tbody></table>	Fred Wiley, President	Present	Phil Crosby, Vice President, and Chief Financial Officer	Present	Mark Hall, Secretary	Present	
Fred Wiley, President	Present									
Phil Crosby, Vice President, and Chief Financial Officer	Present									
Mark Hall, Secretary	Present									
			<b><u>Delegates</u></b>							



Montagna HOA by and through Terry Walker	Present
Rio Vista HOA by and through Raj Doshi	Not Present / Late
Rio Vista Estates HOA by and through Wayne Stephens	Present
Highpointe Rio Bravo 224, L.P by and through	Not Present
Estates of Rio Bravo HOA	Not Present
D R Horton Venture Inc. (22 Basano) by and through	Not Present
The Manors by and through Chris Felix	Present
Andrew Fuller	Not Present
A & E Union, Inc. by and through	Not Present

**Other Guest(s)**

Kathy Staugaard, Stephen Greenfield	Present
Rio Bravo Fairways by and through Karen Hendrick	Present
Rio Bravo Golf Course Master HOA by and through	Present



Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of prior meeting Minutes for March 21, 2017.

PC motioned to approve the Board Meeting Minutes of March 21, 2017. MH 2nd – All in Favor

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Forum
2. RBCC Sale Status

As to Item 2.a.1, The Manors announced closure of their roadways for slurry seal. MV to forward notice to Board.

As Item 2.a.2, FW updated Board on latest RS group proposed offer to purchase Club. No response to officer. RBCA’s position is limited on what to do. FW researched other golf course closures around the country. Issue of greenbelt water discussed. SG noted that other associations have collective wrote a letter to City/Ken Weir. If RS sale is accepted, it will be a bulk sale to address alcohol license and all creditors.



- 2.b Next Meeting: **Board of Directors Meeting**  
Date: Monday, May 15, 2017  
Time: 5:15 p.m.  
Location: 1430 Truxtun Avenue, Fifth Floor, Bakersfield, CA 93301, in Boardroom
3. **Financial & Accounting**
- 3.a Financial Summary – account balances as of April 21, 2017.
- |  |  |                                      |  |
|--|--|--------------------------------------|--|
|  |  | \$56,516.61 Chase Operating Account  |  |
|  |  | \$37,163.11 Chase Savings Account    |  |
|  |  | \$25,242.17* Pacific Western Bank CD |  |
|  |  | -----                                |  |
|  |  | \$118,921.89                         |  |
- 3.b Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 3/31/17. C \$23,347.48 Non-redacted version available in BOD files. **Δ**
- 3.c Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 3/31/17. C \$35,209.61 Non-redacted version available in BOD files.
- FW noted scheduling conflict, discussion as had. Meeting rescheduled from May 16, 2017, to May 15, 2017, at management office.
- CONSENT  
Consent items designated with the letter “C.”
- PC motioned to approve CONSENT items.  
MH 2nd – All in Favor.



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 Reports for March 2017.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report
3.f	Outgoing Funds	C	RATIFICATION – Utilities/DwellingLive 1. \$36.60 on 4/3/17 to California Water Service (account 5814588888) Electronic Payment 2. \$130.48 on 4/11/17 to PG&E (9301712956-5 Guard Station) Electronic Payment 3. \$161.04 on 3/28/17 to PG&E (9906553909-2 Street) Electronic Payment 4. \$120.86 on 4/4/17 to AT&T (6618715613) Electronic Payment



- C 5. \$82.81 on 4/4/17 to Brighthouse (0050633728-01) Electronic Payment
- C 6. \$1,035.24 on 4/6/17 to DwellingLive (monthly subscription/passes) Electronic Payment

CHECKS TO DISBURSE

- C 7. \$13,838.00 to M&S Security (March 2017)
- C 8. \$1,759.55 to HOA Management Solutions, Inc. (management)
- C 9. \$1,010.00 to Plahn Landscape Inc. (monthly service)
- C 10. \$200.00 to Aurelio Hernandez (April janitorial services)
- C 11. \$1,953.50 to RBCA (transfer to reserve savings)
- C 12. \$968.25 to Beaumont Gitlin Tashjian (legal fees)
- C 13. \$35.00 to Banks Pest Control (pest services)
- C 14. \$31.25 to Mark Hall (office supplies/cooler pads)
- C 15. \$1,700.00 to Rio Bravo Country Club (Quarterly Water Invoice)
- C 16. \$15.00 to California Secretary of State (bi-annual registration)

Item 3.h.15, discussion regarding payment, MV moved item to Consent Agenda.



- C 17. \$20.00 to California Secretary of State (CID registration)
- 3.1 Other Financial Items
- 1. Rio Vista/Four Fairways Lawsuit Monitoring / CC&Rs Defense As to Item 3.1.1, MV provided summary of lawsuit status and noted that RBCA will consider involvement in Executive Session.
  - 2. Casa Club Annexation and Related Billing ■ As to Item 3.1.2., MV noted not activity other than email inquiries regarding historical events.
  - 3. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.1.3, MV reported the RBCA and Rio Bravo Fairways had a productive meeting earlier during Executive Session and both sides look forward to drafting an agreement that fairly outlines an understanding of future gate/landscaping obligations.
  - 4. Billing Dispute with Highpointe Communities ■ As to Item 3.1.4, pending.
4. **Regular & Ongoing Business**
- 4.a Operational Items
- 1. Pre-Meeting Physical Inspection of Common Report Item 4.a.1, inspection conducted by SR, report pending.



	2. Drainage and Flood Prevention Committee Report	PC indicated that the parties are awaiting final report from Cornerstone Engineering. Suggestion that RVE & The Manors also write letter.
4.b	Roadway Maintenance Report	No report.
4.c	Landscape Maintenance Report	Comments regarding acquisition of water of Club closure occurs.
4.d	Board Education & Training	Davis-Sterling Newsletter Topic Links
4.e	Summary of Prior Executive Session Report	Links in packet.
		MV reported that Rio Bravo Fairways and RBCA met during Executive Session to discuss cost-sharing of guard / landscaping costs, historical and future. The parties will work on a future understanding.
5.	<b><u>Security Gate Business</u></b>	
5.a	Security Gate Report	As to Item 5.a.1, 5.a.2, and 5.a.3, no report.
	1. Notable Activity / Owner Concerns	
	2. Four Fairways Security Deficiency and RBCA Intent to Act Notice	
	3. Gate Management	





4. Guard Cost-Sharing Agreement ■

As to Item 5.a.4, comment made about closure and potential special assessment. MV noted that if Club closure and non-payment continues, that a special assessment to keep guard operational would likely be triggered mid-summer.

**Adjournment of Meeting**

Time: 5:55 p.m.

PC motioned to adjourn meeting. FW 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 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.

**2017 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 A & E (Declarant) on all common areas.
Partial Completion	3. Increase collaboration with A & E to RBCA objectives.
Not Completed	4. Complete a cost sharing agreement with non-annexed associations for Guard services.
Not Completed	5. Create RBCA Emergency Response Plan
Not Completed	6. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.