



Board of Directors Meeting

TUESDAY, May 11, 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	<u>Commencement of Meeting</u>			Meeting started at: 5:17 p.m. Quorum met.

1.a Meeting Agenda Presentation /
Pre-Meeting Adjustments to
Agenda

1.b Call to Order – Roll Call of
Directors & Delegates

Board of Directors

Fred Wiley, President	Present
Mark Hall, Vice President, and Chief Financial Officer	Present
Phil Crosby, Secretary	Present

Delegates



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	CM Present
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	SS and AM Present
Highpointe Rio Bravo 224, L.P by and through Steve Vliss	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>	
Rio Bravo Fairways by and through Scott Johnson	Not 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	Not Present MV Present

1.c Approval of the April 13, 2021, Meeting Minutes.

As to Item 1.c, PC motioned to approve the April 13, 2021, Meeting Minutes. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

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

As to Item 2.a.1, the Board continues to work with the communities to avoid a Guard Gate closure. Discussion was had.

2.b Next Meeting:

Board of Directors Meeting
 Tuesday, June 8, 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

As to Item 2.b., next meeting announced.



3. **Financial & Accounting**

3.a	Financial Summary – account balances as of May 11, 2021.	\$27,074.13 Chase Operating Account \$12,205.11 Chase Savings Account \$25,563.05 Pacific Western CD ----- \$64,842.29	C
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 4/30/2021.	\$24,386.49 Non-redacted version available in BOD files.	C
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 4/30/2021.	\$12,205.11 Non-redacted version available in BOD files.	C
3.d	Pacific Western Bank CD -1 (Ending 744) (Reserve)	\$25,563.05	C

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



Issue Date 7/30/16. Maturity
Date 7/30/20. Term 12 months.
Rate 0.150%

- 3.e Financial Report for April 2021. C Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
- 3.f Outgoing Funds RATIFICATION – Utilities/Dwelling Live
- C 1. \$314.37 on 4/6/21 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment
 - C 2. \$42.50 on 4/5/21 California Water
Service (account 5814588888)
Electronic Payment
 - C 3. \$105.78 on 4/6/21 TelPlex (guard
phone)
 - C 4. \$97.55 on 4/7/21 to Spectrum (guard
internet)
 - C 5. \$600.12 on 4/8/21 to DwellingLive
(monthly service)
 - C 6. \$470.92 on 4/12/21 to DwellingLive
(passes)



- C 7. \$62.40 on 4/12/21 to DwellingLive
(Device credits)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 1. \$7,920.00 to R. Stanley Security
(Invoice 18488 through 4/15/21)
- C 2. \$7,920.00 to R. Stanley Security
(Invoice 18515 through 4/30/21)
- C 3. \$1,035.00 to Letourneau Landscape
Services (monthly landscaping/flower
service)
- C 4. \$1,621.46 HOA Management
Solutions, Inc. (April 2021 services and
reimbursements)
- C 5. \$200.00 to Aurelio Hernandez (April
2021 janitorial services)
- C 6. \$37.50 to Law Offices of Steve
Nichols (expense)

3.g Other Financial Items

- 1. Casa Club Annexation and Related As to Item 3.g.1, pending.
Billing ■



2. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.2, pending.
3. Lien assessments: 387-730-06-2; 387-334-04-8; 387-334-03-0; 387-334-02-2 As to Item 3.g.3, PC motioned to approve lien assessment on 387-730-06-2. MH 2nd – All in Favor.

PC motioned to approve lien assessment on 387-334-04-8. MH 2nd – All in Favor.

PC motioned to approve lien assessment on 387-334-03-0. MH 2nd – All in Favor.

PC motioned to approve lien assessment on 387-334-02-2. MH 2nd – All in Favor.

4. **Regular & Ongoing Business**

4.a Operational Items

As to Item 4.a, no action.

4.b Roadway Maintenance Report

1. PG&E lamp repairs:
334327 for light pole 17086 – will be terminated.
334328 for light pole – will come out and mark pole. Status update.

As to Item 4.b.1, discussion had. MV to request new light pole fixture for terminated pole.



4.c Landscape Maintenance Report

As to Item 4.c., PC explained issued at Miramonte/Highway 178 lawn dry spots. Issues is likely caused by line being reduced from 3” line to 1” line. Vendors have different opinions. PC to continued review. MH reported lots of pressure in general.

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, Board discussed financial and legal issues.

5. **Security Gate Business**

5.a Security Gate Report

1. Temporary Security Gate Agreement
2. Notable Activity
3. The Manors Security Gate – Invite ■
4. Gate Management Secondary Gate
5. Cost Sharing Agreement – Guard ■

As to Item 5.a.1 to 5.a.5, no action.

Adjournment of Meeting

Time: 6:05 p.m.

PC motioned to adjourn. MH 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.

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.