



Board of Directors Meeting

MONDAY, May 15, 2017

5:15 p.m. @ Management Office, 1430 Truxtun Avenue, Fifth Floor, Bakersfield, California 93301 in Boardroom

___ 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		<u>Board of Directors</u>	
			Fred Wiley, President	Present
			Phil Crosby, Vice President, and Chief Financial Officer	Present
			Mark Hall, Secretary	Present
			<u>Delegates</u>	
			Montagna HOA by and through Terry Walker	Present



Rio Vista HOA by and through Raj Doshi	Not Present
Rio Vista Estates HOA by and through Wayne Stephens	Not 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)

Rio Bravo Fairways by and through Karen Hendrick	Present
Rio Bravo Golf Course Master HOA by and through	Not Present
Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present



1.c Approval of prior meeting Minutes for April 25, 2017.

PC motioned to approve the Board Meeting Minutes of April 25, 2017, with changing of date to June 20, 2017, in Item 2.b.2. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Forum

As to Item 2.a.1, discussion was had in relationship to ‘what if the Club closes’ and the need for special assessments, water lines and meters, and transferring utilities, PGE, to RBCA’s name. MV noted that if the Club does not pay past due assessments, a one-time special assessment will be needed to be set up for approximately \$160.00 per lot. [Post meeting review places the special assessment amount closer to \$190.00.] If water is to be purchased from Cal Water, two meters will be required along with preparation of the water lines with estimated costs of \$8,000.00. PG&E utilities need to be transferred to RBCA. MV to get insurance bids renewed as well.

PC motioned to transfer PG&E accounts to RBCA. MH 2nd – All in Favor.

2. Club Sale Status

As to Item 2.a.2, FW discussed recent meeting with Kelly/Steinert group over Club purchase.



FW counted about 62 persons present. SG indicated that Solera member interested but communications could be better. It was noted that NextDoor conversations had different points of view and facts. TW stated that the Club should offer something more than golf. MH indicated that there would be social memberships. FW indicated that the group needs to bring in professionals. Discussion was generally had on owner purchase options of the Club.

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, June 20, 2017

Time: 5:15 p.m.

Location: Rio Bravo Country Club, 15200

Casa Club Drive, Bakersfield, CA 93301

[post meeting change]

3. **Financial & Accounting**

CONSENT

Consent items designated with the letter “C.”

3.a Financial Summary – account balances as of May 15, 2017.

\$36,584.17 Chase Operating Account

\$39,118.01 Chase Savings Account

\$25,242.17* Pacific Western Bank CD

PC motioned to approve CONSENT items.

MH 2nd – All in Favor.

\$100,944.35



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|-----|---|---|--|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 4/28/17. | C | \$25,610.88 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 4/28/17. | C | \$37,164.51 Non-redacted version available in BOD files. |
| 3.d | Pacific Western Bank CD -1 (Ending 744) (Reserve) Issue Date 7/30/16. Maturity Date 7/30/17. Term 12 months. Rate 0.150% | C | \$25,242.17 |
| 3.e | Financial Reports for April 2017. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
Reserve Report |



3.f Outgoing Funds

RATIFICATION – Utilities/DwellingLive

- C 1. \$34.63 on 5/8/17 to California Water Service (account 5814588888) Electronic Payment
- C 2. \$121.83 on 5/12/17 to PG&E (9301712956-5 Guard Station) Electronic Payment
- C 3. \$161.18 on 5/26/17 to PG&E (9906553909-2 Street) Electronic Payment
- C 4. \$120.93 on 5/4/17 to AT&T (6618715613) Electronic Payment
- C 5. \$82.81 on 5/5/17 to Brighthouse (0050633728-01) Electronic Payment
- C 6. \$1,035.24 on 5/5/17 to DwellingLive (monthly subscription/passes) Electronic Payment

CHECKS TO DISBURSE

- C 7. \$13,320.00 to M&S Security (April 2017)
- C 8. \$1,572.73 to HOA Management Solutions, Inc. (management)
- C 9. \$847.00 to Plahn Landscape Inc. (monthly service)
- C 10. \$250.00 to Aurelio Hernandez (April janitorial services)



C 11. \$1,953.50 to RBCA (transfer to reserve savings)

3.g Other Financial Items

1. Rio Vista/Four Fairways Lawsuit Monitoring / CC&Rs Defense ■ As to Item 3.g.1, Phil Gillett to write letter on RBCA's behalf regarding CC&Rs grant to members of ingress and egress over the Rio Bravo Master Planned Community.
2. Casa Club Annexation and Related Billing ■ As to Item 3.g.1, no update.
3. Rio Bravo Fairways Security Gate Billing As to Item 3.g.3, no update.
4. Billing Dispute with Highpointe Communities ■ MV indicated that there were communications with Steve Vliss and anticipated further communications in furtherance of resolving billing dispute.
5. Lien Assessment Resolution on Parcel 387-010-64-8. Lien assessment resolution presented as to Parcel 387-010-64-8. PC motioned to approve Lien Assessment Resolution. MH 2nd – All in Favor.

4. **Regular & Ongoing Business**



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|-----|---|--|---|
| 4.a | Operational Items | 1. Pre-Meeting Physical Inspection of Common Area Report | As to Item 4.a.1, no updated. |
| | | 2. Drainage and Flood Prevention Committee Report | As to Item 4.a.2, awaiting resolution to Cornerstone Engineering final report. |
| 4.b | Roadway Maintenance Report | | |
| 4.c | Landscape Maintenance Report | | |
| 4.d | Board Education & Training | Davis-Sterling Newsletter Topic Links | Included in packet. |
| 4.e | Summary of Prior Executive Session Report | | |
| 5. | <u>Security Gate Business</u> | | |
| 5.a | Security Gate Report | 1. Notable Activity / Owner Concerns | As to Item 5.a.1, MH discussed mobile transponder to be issued in limited circumstances. MH to get 10 hangtags for 10 mobile transponders. KH inquired about street markings for utilities. Board indicated that the company for notification is Intelliquest or to call 811. |
| | | 2. Gate Management | As to Item 5.a.2, no action. |



Adjournment of Meeting

Time: 6:20 p.m.

PC motioned to adjourn meeting. 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.

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.