



Board of Directors Meeting
TUESDAY, May 19, 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>			Meeting started at:

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

Delegates

Montagna HOA by and through Terry Walker	
---	--



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 April 14, 2020, Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Election Rules Approval
2. Resumption of Physical Meetings

2.b Next Meeting:

Special Meeting
May 27, 2020 at 4:00 p.m.
Board Meeting
Tuesday, June 9, 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**

3.a Financial Summary – account balances as of March 18, 2020.

\$ 1,206.30 Chase Operating Account
\$24,619.82 Chase Savings Account
\$25,563.05 Pacific Western CD

\$51,389.17

Consent Items designated with a “C.”



- | | | | | |
|-----|---|---|-------------|--|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 4/30/2020. | C | \$5,760.51 | Non-redacted version available in BOD files.
▲ |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 4/30/2020. | C | \$24,619.82 | 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 April 2020 | C | | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense |



3.f Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$311.80 on 5/5/20 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 2. \$38.29 on 5/5/20 California Water Service (account 5814588888) Electronic Payment
- C 3. \$85.24 on 5/5/20 TelPlex (guard phone)
- C 4. \$97.55 on 5/8/20 to Spectrum (guard internet)

CHECKS TO RATIFY

- C 5. \$7,740.00 to R. Stanley Security Service on 5/9/20 (Invoice # 17864)

CHECKS TO DISBURSE

- C 6. \$942.00 to Plahn Landscape Inc. (May 2020 monthly service)
- C 7. \$1,953.50 to RBCA (transfer to reserve savings – May 2020)
- C 8. \$2,186.99 to HOA Management Solutions, Inc. (April 2020)
- C 9. \$200.00 to Aurelio Hernandez (May 2020 janitorial services)



- C 10. \$35.00 to Orkin (pest control)
- C 11. \$2,622.00 to Beaumont Tashjian (legal, invoice 1112073R & email
- C 12. \$7,736.00 to R Stanley Security Service (Security Invoice # 17936)

3.g Other Financial Items

- 1. Reserve Funds Borrowing Resolution 4/14/20
- 2. Special 5% Assessment Meeting 5/27/20
- 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 (list in new business)

4.b Roadway Maintenance Report

- 1. PG&E lamp repairs

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.