



## Board of Directors Meeting

TUESDAY, June 8, 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	<b><u>Commencement of Meeting</u></b>			Meeting started at: 5:14 p.m. Quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Adjustment to May 11, 2021, minutes at Item 4.b.1, removing incorrect entry.
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b>	
			Fred Wiley, President	Present
			Mark Hall, Vice President, and Chief Financial Officer	Present
			Phil Crosby, Secretary	Present
			<b><u>Delegates</u></b>	



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	SG Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	Not Present
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	SS 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
<b><u>Guest(s)</u></b>	
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 May 11, 2021, Meeting Minutes.

As to Item 1.c, PC motioned to approve the May 11, 2021, Meeting Minutes with adjustments. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Continued Guard Gate Closure Status

As to Item 2.a.1, MV reported that enough funding is coming in to keep Guard Gate open, particularly from some lien assessment recoveries. Gate operations are on a month-to-month basis funding-wise.

2. Open Floor

As to Item 2.a.2, some questions raised over recent confidential delegate discussions in executive meetings. MV



indicated topic could not be discussed in Regular Session.

2.b Next Meeting: Board of Directors Meeting  
Tuesday, July 13, 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

3. **Financial & Accounting**

3.a Financial Summary – account balances as of May 11, 2021.

\$24,621.94 Chase Operating Account  
\$12,205.29 Chase Savings Account  
\$25,563.05 Pacific Western CD

-----  
\$64,390.28

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

3.b Chase Bank Checking Activity, C  
Operating Account,  
Reconciliation, and Bank  
Statement for account ending  
5572. Reconciliation report  
through 5/28/2021.

\$23,966.21  
Non-redacted version available in BOD files.



- 3.c Chase Bank Savings Activity, C \$12,205.11  
Reconciliation, and Bank  
Statement for account ending  
5761. Reconciliation report  
through 5/28/2021. Non-redacted version available in BOD files.
- 3.d Pacific Western Bank CD -1 C \$25,563.05  
(Ending 744) (Reserve)  
Issue Date 7/30/16. Maturity  
Date 7/30/20. Term 12 months.  
Rate 0.150%
- 3.e Financial Report for May 2021. C Profit & Loss  
Statement of Cash Flows  
Balance Sheet  
Budget to Expense
- 3.f Outgoing Funds  
C RATIFICATION – Utilities/Dwelling Live  
1. \$270.83 on 5/4/21 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment  
C 2. \$44.89 on 5/3/21 California Water  
Service (account 5814588888)  
Electronic Payment



- C 3. \$104.04 on 5/7/21 TelPlex (guard phone)
- C 4. \$97.55 on 5/10/21 to Spectrum (guard internet)
- C 5. \$600.12 on 5/14/21 to DwellingLive (monthly service)
- C 6. \$470.40 on 5/24/21 to DwellingLive (passes)

#### CHECKS TO RATIFY

None

#### CHECKS TO DISBURSE

- C 1. \$7,920.00 to R. Stanley Security (Invoice 18539 through 5/15/21)
- C 2. \$8,448.00 to R. Stanley Security (Invoice 18569 through 5/31/21)
- C 3. \$1,453.00 to Letourneau Landscape Services (monthly landscaping)
- C 4. \$2,072.44 HOA Management Solutions, Inc. (May 2021 services and reimbursements)
- C 5. \$250.00 to Aurelio Hernandez (June 2021 janitorial services)



- 3.g Other Financial Items
1. Casa Club Annexation and Related Billing ■ As to Item 3.g.1 to 3.g.3, no updates.
  2. Rio Bravo Fairways Security Gate Billing ■
  3. Lien assessments:
4. **Regular & Ongoing Business**
- 4.a Operational Items As to Item 4.a., no activity.
- 4.b Roadway Maintenance Report
1. PG&E lamp repairs:  
334327 for light pole 17086 – will be terminated. As to Item 4.b.1, MV to provide update after investigation of terminated light pole and discussion with SR.  
334328 for light pole – will come out and mark pole. Status update.
- 4.c Landscape Maintenance Report As to Item 4.c, PC working on investigating landscaping water issue at monument sign corner.
- 4.d Board Education & Training
1. Davis-Sterling Newsletter Links As to Item 4.d.1., MV circulated video on fiduciary duties and conflict to board; educational links in meeting packet.



4.e Prior Executive Session Summary

As to Item 4.e, discussion of legal and billing issues discussed, collection report reviewed.

5. **Security Gate Business**

5.a Security Gate Report

1. Temporary Security Gate Agreement

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

2. Notable Activity

As to Item 5.a.2, MH reported the guard gate sink not working, and purchasing of valve. Reimbursement due of \$54.50.

PC motioned to approve \$54.50 reimbursement for MH. FW 2nd – All in Favor.

3. The Manors Security Gate ■

As to Item 5.a.3, no activity.

4. Gate Management Secondary Gate

As to Item 5.a.4, discussion of secondary gate had with goal that RBCA have control of all entry access points.

5. Cost Sharing Agreement – Guard ■

As to Item 5.a.5, no activity.





**Adjournment of Meeting**

Time: 5:40 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.