



Board of Directors Meeting

TUESDAY, July 13, 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>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Meeting started at: 5:15 p.m. Quorum met.
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u>	
			Fred Wiley, President	Present via Zoom
			Mark Hall, Vice President, and Chief Financial Officer	Present
			Phil Crosby, Secretary	Present via Zoom
			<u>Delegates</u>	



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	Both present via Zoom
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD present via Zoom (5:25)
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	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	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the June 8, 2021,
Meeting Minutes.

As to Item 1.c, PC motioned to approve
the June 8, 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

As to Item 2.a.1, MV indicated funding
continues to support gate operations at
this time.

2. Open Floor

As to Item 2.a.2, MV noted that copies of
public filings were circulated, complaint
and lien.

MH expressed disappointment with the
Board's action to file a complaint and
impact on the community. SS indicated



he was not in favor of the filing. FW explained that RBCC left RBCA no alternative as RBCC rejected RBCA's offer to resolve the controversy and indicated it would not pay toward the cost sharing. Discussed had.

KR indicated that Montagna HOA will be upgrading its camera system and that is older camera may be a good fit to the secondary access gate in The Manors. MH provided summary of security efforts at back gate. Older camera is memory card based, requires installation, and monthly servicing fee. Discussion was had, and it was decided not to pursue use of older camera at rear gate.

MV indicated that budget planning will be coming up.

It was noted that street sweeping is needed along Casa Club Drive because golf course staff is not blowing debris away from street. Discussion was had.



- 2.b Next Meeting: Board of Directors Meeting As to Item 2.b, meeting announcement made.
 Tuesday, August 10, 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** Consent Items designated with a “C.”
- 3.a Financial Summary – account balances as of July 10, 2021. \$33,023.29 Chase Operating Account As to Consent Items, PC motioned to approve Consent items. MH 2nd – All in Favor.
 \$12,205.51 Chase Savings Account
 \$25,563.05 Pacific Western CD

 \$70,791.85
- 3.b Chase Bank Checking Activity, C \$21,538.61
 Operating Account, Non-redacted version available in BOD files.
 Reconciliation, and Bank
 Statement for account ending
 5572. Reconciliation report
 through 6/30/2021.
- 3.c Chase Bank Savings Activity, C \$12,205.51
 Reconciliation, and Bank Non-redacted version available in BOD files.



Statement for account ending 5761. Reconciliation report through 6/30/2021.

- 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 June 2021. C Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
- 3.f Outgoing Funds
C RATIFICATION – Utilities/Dwelling Live
1. \$266.93 on 6/4/21 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment
C 2. \$39.30 on 6/1/21 California Water
Service (account 5814588888)
Electronic Payment



- C 3. \$41.86 on 6/30/21 California Water Service (account 5814588888) Electronic Payment
- C 4. \$104.40 on 6/4/21 TelPlex (guard phone)
- C 5. \$107.55 on 6/7/21 to Spectrum (guard internet)
- C 6. \$1,361.35 on 6/7/21 to DwellingLive (passes)
- C 7. \$600.12 on 6/10/21 to DwellingLive (monthly service)
- C 8. \$440.59 on 6/28/21 to DwellingLive (passes)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 1. \$7,920.00 to R. Stanley Security (Invoice 18595 through 6/15/21)
- C 2. \$7,920.00 to R. Stanley Security (Invoice 18624 through 6/30/21)
- C 3. \$1,817.00 to Letourneau Landscape Services (monthly landscaping)



- C 4. \$2,723.36 HOA Management Solutions, Inc. (June 2021 services and reimbursements)
- C 5. \$200.00 to Aurelio Hernandez (July 2021 janitorial services)
- C 6. \$54.50 to Mark Hall (6/11/21 approved reimbursement for sink parts)
- C 7. \$44.00 to Orkin (pest control)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■
- 2. Rio Bravo Fairways Security Gate Billing ■
- 3. Lien assessments:

4. **Regular & Ongoing Business**

4.a Operational Items

4.b Roadway Maintenance Report

- 1. PG&E lamp repairs: As to Item 4.b.1, MV provided update on 334327 for light pole 17086 – will be PG&E service calls for light poles and terminated. Ticket was terminated, not pole. indicated a credit request was made for a New ticket is 342107 per Vanessa. Head was non-operative pole.



removed, part was on order so initial claim terminated.

334328 for light pole – will come out and mark pole. Status update. Ticket was submitted but internally rejected for lack of pole number and improper PG&E representative submission.

Billing rebill requested on inoperable lights, case ID 6509951392.

4.c Landscape Maintenance Report

As to Item 4.c, PC reported that a large hole was dug to repair a main line after the metal fitting rotted. It took 6 to 7 hours to clean debris. Repair costs here are attributable to RBCC. Water directed to Guard area and Miramonte Drive was turned off for repairs and it caused landscaping to dry. Lastly, PC arranged for landscaper that did work at Monument area, Del Villar, to meet with current landscaper, Letourneau, to figure out a solution on how to get water to reach corner area and avoid dry spots.

4.d Board Education & Training

1. Davis-Sterling Newsletter Links

As to Item 4.d.1, educational material in meeting packet.



4.e Prior Executive Session Summary

As to Item 4.e, overview of current controversies review, discussion on escrow demands for Casa Club, and collection report review.

5. **Security Gate Business**

5.a Security Gate Report

1. Notable Activity

As to Item 5.a., MH reported the purchase of a new scan gun to check in visitors, and proper charging of scan gun, charge last 80 hours. FW inquired about report of tickets print for certain communities. MH indicated reports are available for certain pass type categories.

MH report the Guard station sink was fixed.

2. The Manors Security Gate ■

As to Item 5.a.2, no activity but some discussion about possible camera in new business.

3. Gate Management Secondary Gate

As to Item 5.a.3 & 5.a.4, no activity.

4. Cost Sharing Agreement – Guard ■



Adjournment of Meeting

Time: 5:55 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.

