



Board of Directors Meeting

TUESDAY, August 10, 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. Adjustment to Item 3.f.2 in Checks to Disburse adding invoice 18680 for \$7,392 and moved to Consent. [Post meeting, amount was determined incorrect, correct amount is \$8,448.00]
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
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Delegates

Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR Present via Zoom
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD Present @ 5:36 via Zoom
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

Guest(s)



Katherine Hall (MHOA) @ 5:30 p.m.	Present
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Kelly Lucas	Not Present
Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

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

As to Item 1.c, PC motioned to approve
the July 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

As to Item 2.a.1, MV provided update on
operational funding indicating that certain
dynamics, from recent collections to non-
billings to RBCA, have allowed continued
operations at this time. Operations based



on current dynamics may result in continued operations through 2021. Budget workshop will be conducted by Board to generate a draft 2022 budget by next meeting.

2. Open Floor

As to Item 2.a.2, no activity.

2.b Next Meeting:

Board of Directors Meeting
Tuesday, September 14, 2021, at 5:15 p.m.
Zoom or Tony's Firehouse Grill and Pizza,
10701 Highway 178, Bakersfield, CA 93306
and/or via Zoom video conferencing.

As to Item 2.b., discussion was held in Executive Session as to moving meeting location. Board announced 9/14/21 board meeting to held at Tony's Firehouse Grill and Pizza.

3. **Financial & Accounting**

3.a Financial Summary – account balances as of August 10, 2021.

\$37,170.83 Chase Operating Account
\$37,831.47 Chase Savings Account

\$75,002.30

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

\$38,649.31
Non-redacted version available in BOD files.



5572. Reconciliation report through 7/30/2021.

- | | | | |
|-----|---|---|--|
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 7/30/2021. | C | \$37,831.47
Non-redacted version available in BOD files. |
| 3.d | Pacific Western Bank CD -1 (Ending 744) (Reserve) | C | \$0.00*
*25,625.62 was withdrawn on 7/14/21 and transferred to Chase Savings 5761. |
| 3.e | Financial Report for July 2021. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense |
| 3.f | Outgoing Funds | C | RATIFICATION – Utilities/Dwelling Live
1. \$278.57 on 7/7/21 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment |



- C 2. \$38.99 on 8/2/21 California Water Service (account 5814588888) Electronic Payment
- C 3. \$104.90 on 7/8/21 TelPlex (guard phone)
- C 4. \$107.55 on 7/8/21 to Spectrum (guard internet)
- C 5. \$57.20 on 7/13/21 to DwellingLive (activation credits)
- C 6. \$600.12 on 7/12/21 to DwellingLive (monthly service)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 1. \$7,920.00 to R. Stanley Security (Invoice 18653 through 7/15/21)
- C 2. \$7,392.00 to R. Stanley Security (Invoice 18680 through 7/31/21) [Post meeting, amount determined to be \$8,448.00]
- C 3. \$1,438.00 to Letourneau Landscape Services (monthly landscaping, sprinkler repairs, and credit)



- C 4. \$1,640.20 HOA Management Solutions, Inc. (July 2021 services and reimbursements)
- C 5. \$250.00 to Aurelio Hernandez (August 2021 janitorial services)
- C 6. \$44.00 to Orkin Pest Control (July 2021)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■ As to Item 3.g.1, FW provided update from Steve Nichols on pending litigation in Executive Session.
- 2. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.2, MV confirmed increased payment was received on 7/10/21.
- 3. Lien assessments: As to Item 3.g.3, 4 Notice of Defaults were approved in Executive Session.
- 4. Owner 1 Late Fee Waiver Request ■ As to Item 3.g.4, Owner 1 late fee waiver discussed in Executive Session and approved of waiver announced.

4. **Regular & Ongoing Business**



4.a Operational Items

4.b Roadway Maintenance Report

1. PG&E lamp repairs:
New work order ticket is 342107 for light pole 17086.
Work order ticket 334328 for light pole marked unknown at Donald. Rebill case ID 6509951392.

As to Item 4.b, Donald at Casa Club has new light fixture at top. MH reports its LED and it is working. MV indicated Ginger inquired about it.

4.c Landscape Maintenance Report

As to Item 4.c., PC reports the corner is 'greening' up after repairs to water line were made and golf course opened up the line. Landscapers continue to dig in an effort to locate area where the line is converted from 1 ½ inch to 1 inch. MH inquired about restricting valve.

4.d Board Education & Training

1. Davis-Sterling Newsletter Links

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

4.e Prior Executive Session Summary

Board approved 4 Notice of Defaults; reviewed current controversies, addressed a late fee waiver request.



5. **Security Gate Business**

5.a Security Gate Report

1. Notable Activity

As to Item 5.a.1, MH reported graffiti at utility box at Casa Club and Vista Grande. Graffiti on a stop sign, and graffiti on utility boxes in Highpointe also report. Report of large party in Manors maybe connected to stolen trailer and break-ins. Reports of weekend parties with golf carts going up to Highpointe area. Discussion was had for more vigilance. PC previously communicated graffiti to Bakersfield police. MV indicated that graffiti clean requests can be made on Bakersfield City website. MV to provide information.

- 2. The Manors Security Gate ■
- 3. Cost Sharing Agreement – Guard ■

As to Item 5.a.2 and 5.a.3, 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.