



Board of Directors Meeting

TUESDAY, August 15, 2017

5:15 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306

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



Rio Vista HOA by and through Raj Doshi	
Rio Vista Estates HOA by and through Wayne Stephens	
Highpointe Rio Bravo 224, L.P by and through	
Estates of Rio Bravo HOA	
D R Horton Venture Inc. (22 Bassano) by and through	
The Manors by and through Chris Felix	
Andrew Fuller	
Rio Bravo Country Club, LLC by and through	

Other Guest(s)

Rio Bravo Fairways by and through Karen Hendrick	
Rio Bravo Golf Course Master HOA by and through Randy Steinert	
Casa Club HOA by and through	
Mario Valenzuela, Sarah Risa, Manager	



1.c Approval of prior meeting
Minutes for June 20, 2017.

2. **New Business**

2.a New Items, Floor Items & Open
Discussion

1. Rio Bravo Country Club New
Owner Status
2. Open Forum

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, September 19, 2017

Time: 5:15 p.m.

Location: Rio Bravo Country Club, 15200
Casa Club Drive, Bakersfield, CA 93301

3. **Financial & Accounting**

CONSENT

Consent items designated with the letter "C."

3.a Financial Summary – account
balances as of August 14, 2017.

\$51,690.87 Chase Operating Account
\$43,030.16 Chase Savings Account
\$25,483.45 Pacific Western CD 7/30/17

\$120,204.48

3.b Chase Bank Checking Activity, C
Operating Account,
Reconciliation, and Bank

\$34,209.52 Non-redacted version available
in BOD files. **Δ**



Statement for account ending 5572. Reconciliation report through 6/30/17.

- | | | | |
|-----|---|---|--|
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 6/30/17. | C | \$41,074.87 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 May and June 2017. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense
Reserve Report |
| 3.f | Outgoing Funds | C | RATIFICATION – Utilities/Dwelling Live
1. \$34.49 on 8/7/17 to California Water Service (account 5814588888) Electronic Payment |



- C 2. \$36.50 on 7/5/17 to California Water Service (account 5814588888) Electronic Payment
- C 3. \$260.49 on 8/4/17 to PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 4. \$145.89 on 7/11/17 to PG&E (9301712956-5 Guard Station) Electronic Payment
- C 5. \$161.18 on 6/27/17 to PG&E (9906553909-2 Street) Electronic Payment
- C 6. \$130.25 on 8/4/17 to AT&T (6618715613) Electronic Payment
- C 7. \$129.71 on 7/6/17 to AT&T (6618715613) Electronic Payment
- C 8. \$82.81 on 8/4/17 to Bright house (0050633728-01) Electronic Payment
- C 9. \$82.81 on 7/5/17 to Bright house (0050633728-01) Electronic Payment
- C 10. \$1,516.34 on 7/11/17 to Dwelling Live (monthly subscription/passes) Electronic Payment
- C 11. \$13,320.00 to M&S Security (June 2017)



- C 12. \$285.85 to Camera Access Technologies (hang tag)
 - C 13. \$1,731.54 to Camera Access Technologies (gate repairs)
 - C 14. \$1,548.31 to HOA Management Systems, Inc. (management services)
 - C 15. \$2,937.00 to Plahn Landscape, Inc. (May 2017)
 - C 16. \$200.00 to Aurelio Hernandez (guard station)
- CHECKS TO DISBURSE
- C 17. \$785.00 to Plahn Landscape Inc. (monthly service) June 2017
 - C 18. \$1,554.00 to Plahn Landscape Inc. (monthly service) July 2017
 - C 19. \$200.00 to Aurelio Hernandez (June 2017 janitorial services)
 - C 20. \$200.00 to Aurelio Hernandez (July 2017 janitorial services)
 - C 21. \$1,953.50 to RBCA (transfer to reserve savings)
 - C 22. \$1,953.50 to RBCA (transfer to reserve savings)
 - C 23. \$114.00 to Adams Kessler (legal fees)



3.g Other Financial Items

1. RVCA / Four Fairways Monitoring ■
2. Casa Club Annexation and Related Billing ■
3. Rio Bravo Fairways Security Gate Billing
4. Billing Dispute with Highpointe Communities ■
5. Lien Assessments [APN(s) 387-333-02-00; 387-334-03-00; 387-334-02-00; 387-342-01-00; 387-870-02-00; 387-730-21-00; 387-333-06-00; and 387-530-23-00]

4. **Regular & Ongoing Business**

4.a Operational Items

1. Drainage and Flood Prevention Committee Report

4.b Roadway Maintenance Report

4.c Landscape Maintenance Report

4.d Board Education & Training

Davis-Sterling Newsletter Topic Links

4.e Summary of Prior Executive Session Report



5. **Security Gate Business**

- 5.a Security Gate Report
1. Notable Activity / Owner Concerns
 2. Gate Management

Adjournment of Meeting

Time:

- Δ 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.
Moot	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.