



## Board of Directors Meeting

TUESDAY, August 21, 2018

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	<b><u>Commencement of Meeting</u></b>											
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Meeting started at:								
1.b	Call to Order – Roll Call of Directors & Delegates		<p><b><u>Board of Directors</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Phil Crosby, President</td> <td style="width: 20%;"></td> </tr> <tr> <td>Mark Hall, Vice President, and Chief Financial Officer</td> <td></td> </tr> <tr> <td>Fred Wiley, Secretary</td> <td></td> </tr> </table> <p><b><u>Delegates</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Montagna HOA by and through Stephen Greenfield</td> <td style="width: 20%;"></td> </tr> </table>	Phil Crosby, President		Mark Hall, Vice President, and Chief Financial Officer		Fred Wiley, Secretary		Montagna HOA by and through Stephen Greenfield		
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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	
The Manors by and through Chris Felix	
Andrew Fuller	
Rio Bravo Country Club, LLC by and through Randy Steniert	

**Guest(s)**

Rio Bravo Fairways by and through Karen Gleiter	
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 July 18, 2018, Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Ownership Transfers – Guard Station, Casa Club & Anacapa portions
2. Open Forum

2.b Next Meeting: Tuesday, September 18, 2018; at 5:15 p.m.  
Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93301

3. **Financial & Accounting** CONSENT

3.a Financial Summary – account balances as of August 21, 2018.

\$69,822.25 Chase Operating Account
\$66,499.53 Chase Savings Account
\$25,521.70 Pacific Western CD 7/13/18
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\$161,805.23

3.b Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 7/31/18. C \$37,883.96  
Non-redacted version available in BOD files. **Δ**



- 3.c Chase Bank Savings Activity, C \$66,499.53  
Reconciliation, and Bank  
Statement for account ending  
5761. Reconciliation report  
through 7/31/18. Non-redacted version available in BOD  
files.
- 3.d Pacific Western Bank CD -1 C \$25,242.17  
(Ending 744) (Reserve)  
Issue Date 7/30/16. Maturity  
Date 7/30/17. Term 12 months.  
Rate 0.150%
- 3.e Financial Report for July 2018. C Profit & Loss  
Statement of Cash Flows  
Balance Sheet  
Budget to Expense  
Reserve Report
- 3.f Outgoing Funds  
C RATIFICATION – Utilities/Dwelling Live  
1. \$35.77 on 8/6/18 California Water  
Service (account 5814588888)  
Electronic Payment  
C 2. \$304.02 on 8/3/18 PG&E  
(9301712956-5 Guard Station &  
Street \*combined\*) Electronic  
Payment



- C 3. \$158.17 on 8/3/18 to AT&T (6618715613) Electronic Payment
- C 4. \$82.81 on 8/6/18 to Spectrum (0050633728-01) Electronic Payment
- C 5. \$1,087.40 on 8/6/18 to FrontSteps (subscription and passes)
  
- C CHECKS TO DISBURSE
- C 6. \$13,690.00 to M&S Security (security gate July 2018)
- C 7. \$1,136.00 to Plahn Landscape Inc. (monthly service, fertilizer, repairs) July 2018
- C 8. \$1,953.50 to RBCA (transfer to reserve savings – July 2018)
- C 9. \$1,696.99 to HOA Management Solutions, Inc. (July 2018)
- C 10. \$200.00 to Aurelio Hernandez (August 2018 janitorial services)
- C 11. \$32.15 to Mark Hall (guard station reimbursement)
- C 12. \$35.00 to Banks Pest Control (pest control services)
- C 13. \$2,803.50 to Camera Access Technologies (RFID transponders 200 roll)



- C 14. \$381.56 to Camera Access Technologies (RFID hang tag transponders)
  
- 3.g Other Financial Items
  - 1. Casa Club Annexation and Related Billing ■
  - 2. Fuller Annexation / Billing ■
  - 3. Rio Bravo Fairways Security Gate Billing ■
  
- 4. **Regular & Ongoing Business**
  - 4.a Operational Items
    - 1. Drainage and Flood Prevention Committee Report
    - 2. Front Gate Signage
  
  - 4.b Roadway Maintenance Report
  
  - 4.c Landscape Maintenance Report
    - 1. Cell-Tower Damaged Landscaping
  
  - 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. Spectrum Internet Bid
3. Gate Management
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.

**2018 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.