



## Board of Directors Meeting

TUESDAY, September 18, 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 **Commencement of Meeting**

1.a Meeting Agenda Presentation /  
Pre-Meeting Adjustments to  
Agenda

1.b Call to Order – Roll Call of  
Directors & Delegates

**Board of Directors**

|   |  |
|---|--|
| Phil Crosby, President                                    |  |
| Mark Hall, Vice President,<br>and Chief Financial Officer |  |
| Fred Wiley, Secretary                                     |  |

**Delegates**

|   |  |
|---|--|
| Montagna HOA by and<br>through Terry Walker |  |
| Rio Vista HOA by and<br>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 August 21, 2018, Meeting Minutes.



2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Forum

2.b Next Meeting:

Tuesday, October 16, 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 September 14, 2018.

\$54,542.77 Chase Operating Account  
\$68,455.83 Chase Savings Account  
\$25,521.70 Pacific Western CD 7/13/18  
-----  
\$148,520.30

b Chase Bank Checking Activity, C Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 8/31/18.

\$39,233.77  
Non-redacted version available in BOD files. **Δ**

3.c Chase Bank Savings Activity, C Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 8/31/18.

\$66,502.33  
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 August 2018. C Profit & Loss  
Statement of Cash Flows  
Balance Sheet  
Budget to Expense  
Reserve Report
- 3.f Outgoing Funds C RATIFICATION – Utilities/Dwelling Live
- C 1. \$37.27 on 9/4/18 California Water Service (account 5814588888) Electronic Payment
  - C 2. \$329.01 on 9/5/18 PG&E (9301712956-5 Guard Station & Street \*combined\*) Electronic Payment
  - C 3. \$159.70 on 9/5/18 to AT&T (6618715613) Electronic Payment
  - C 4. \$82.81 on 9/5/18 to Spectrum (0050633728-01) Electronic Payment
  - C 5. \$600.12 on 9/7/18 to FrontSteps (subscription)



#### CHECKS TO DISBURSE

- C 6. \$13,986.00 to M&S Security (security gate August 2018)
- C 7. \$1,747.00 to Plahn Landscape Inc. (monthly service, repairs) August 2018
- C 8. \$1,953.50 to RBCA (transfer to reserve savings – August 2018)
- C 9. \$1,567.71 to HOA Management Solutions, Inc. (August 2018)
- C 10. \$200.00 to Aurelio Hernandez (September 2018 janitorial services)

#### 3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■
- 2. Fuller Annexation / Billing ■
- 3. Rio Bravo Fairways Security Gate Billing ■
- 4. 2019 Operating Budget Preparation

#### 4. Regular & Ongoing Business

##### 4.a Operational Items

- 1. Drainage and Flood Prevention Committee Report
- 2. Front Gate Signage



3. Pre-Meeting Physical Inspection of Common Areas
4. 2019 Calendar of Events Preparation
5. CC&R Update – Issue List

4.b Roadway Maintenance Report

4.c Landscape Maintenance Report

4.d Board Education & Training

4.e Summary of Prior Executive Session Report

5. **Security Gate Business**

5.a Security Gate Report

1. Cell-Tower Damaged Landscaping
1. Davis-Sterling Newsletter Topic Links
1. Notable Activity / Owner Concerns
2. Gate Management
3. 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. |