



Board of Directors Meeting

TUESDAY, September 19, 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 Randy Steniert	

Guest(s)

Rio Bravo Fairways by and through Scott Johnson, Jr.	
Rio Bravo Golf Course Master HOA by and through Randy Steinert	
Casa Club HOA by and through Mario Valenzuela, Sarah Risa, Manager	



5572. Reconciliation reports through 7/31/17 and 8/31/17.

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|-----|--|---|--|
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation reports through 7/31/17 and 8/31/17. | C | \$43,030.16 - 7/31/17
\$46,939.05 - 8/31/17
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 Report for July 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. \$36.50 on 9/5/17 to California Water Service (account 5814588888) Electronic Payment |



- C 2. \$294.47 on 9/6/17 to PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 3. \$132.23 on 9/5/17 to AT&T (6618715613) Electronic Payment
- C 4. \$82.81 on 9/5/17 to Bright house (0050633728-01) Electronic Payment
- C 5. \$571.54 on 8/15/17 to Dwelling Live (monthly subscription/passes) Electronic Payment

CHECKS TO DISBURSE

- C 6. \$13,764.00 to M&S Security (security gate August 2017)
- C 7. \$1,335.00 to Plahn Landscape Inc. (monthly service) August 2017
- C 8. \$200.00 to Aurelio Hernandez (September 2017 janitorial services)
- C 9. \$1,953.50 to RBCA (transfer to reserve savings – September 2017)
- C 10. \$1,608.16 to HOA Management Solutions, Inc. (management August 2017)
- C 11. \$244.00 to Beaumont Gitlin Tashjian (legal fees)



- C 12. \$70.00 to Banks Pest Control (pest services)
- C 13. \$23.57 to Mark Hall (reimbursement for USB port for guard station)

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 ■
- 6. Fuller Annexation / Billing ■
- 7. 2018 Operating Budget Preparation

4. **Regular & Ongoing Business**

4.a Operational Items

- 1. Pre-Meeting Physical Inspection of Common Areas
- 2. Drainage and Flood Prevention Committee Report
- 3. 2018 Calendar of Events Preparation

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
 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.

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.