



Board of Directors Meeting
TUESDAY, February 9, 2021
5:15 p.m. @ 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>			Meeting started at: 5:16 p.m. Quorum met.

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

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

Board of Directors

Fred Wiley, President	Present
Phil Crosby, Vice President, and Chief Financial Officer	Present
Mark Hall, Secretary	Present

Delegates



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	Present
Rio Vista HOA by and through Raj Doshi	Not Present
Rio Vista Estates HOA by and through Skip Staley & Art Mijarez	Present
Highpointe Rio Bravo 224, L.P by and through Steve Vliss	Present
Estates of Rio Bravo HOA	Not Present
The Manors by and through Andrew Fuller	Not Present
Rio Bravo Country Club, LLC by and through Randy Steinert	Not Present
<u>Guest(s)</u>	
Rio Bravo Fairways by and through	Not Present



Rio Bravo Golf Course Master HOA by and through Randy Steinert	Not Present
Casa Club HOA by and through Mario Valenzuela, Sarah Resa, Manager	Not Present MV Present

1.c Approval of the December 8, 2020, Meeting Minutes.

As to Item 1.c, PC motioned to approve the December 8, 2020, Meeting Minutes. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Announcement of new Board of Directors
2. Election of Officers
3. Open Floor

As to Item 2.1., MV announced results from 1/12/21 Board member elections. MH and FW were elected at the last meeting. FW has 2-year term and MH 1-year term. PC is completing second term.

As to Item 2.a.2, PC nominated FW as President. MH 2nd – All in Favor. SS inquired as to when a delegate votes or does not vote. MV explained that



directors vote on officers and delegates vote on member votes. FW requested that MV advise board and delegates on type of vote when voting is required.

PC nominated MH as Vice President. FW 2nd – All in Favor.

MH nominated PC as Secretary. FW 2nd – All in Favor.

All nominees accepted their officer positions.

As to Item 2.a.3, SS requested an update on golf course and non-annexed association collection efforts and corner landscaping work. FW indicated collection was made on corner cell tower landscape damaged of \$16,000; letter sent to golf course outlining process; awaiting response from Casa Club on annexing in; ongoing discussions ongoing with Rio Bravo Fairways; and ongoing discussion with golf course master HOA with Kelly



Lucas. Moving forward with possible temporary agreement discussion with golf course master association. As to golf course, RBCA has a legal and fiduciary obligation to collection existing agreement and efforts are on past issues and going forward from there.

SS mentioned excessive over spraying on Casa Club Drive by maintenance department. MV to email RS.

SG requested update from SV (Highpointe). SV provided detailed update on the Highpointe project, including history of purchase, market conditions, and current status. There is a fair amount of interest in the Highpointe lots by developers recently but some impediments exist with Cal Water. Pump station 212 requires close to a million dollars of improvements and another \$800K for lines to the pump stations. Market conditions will dictate when those improvements will be made and there is

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hope that a developer will come in and allow the development to continue.

FW asked about ingress and egress. SV indicated that ultimately there would be another access point but majority of traffic has always been contemplated on Casa Club Drive. FW expressed concern of having uniformed security access points for the protection of the community and SV agreed. Discussion about Ed Coyne's project. KR expressed concern about traffic through Casa Club Drive through Montagna. SV indicated that ultimately a second access road will be constructed that would tie into Ed Coyne's project. FW indicated that RBCA is taking a proactive position to the development surrounding RBCA. MH suggested water line going through the golf course through 12th fairway as a less expensive option. SV will talk to Highpointe's engineers.



2.b Next Meeting: Board of Directors Meeting
Tuesday, March 9, 2021, at 5:15 p.m.
Zoom or Rio Bravo Country Club
15200 Casa Club Drive, Bakersfield, CA
93301 and/or via Zoom video conferencing

3. **Financial & Accounting**

3.a Financial Summary – account balances as of February 9, 2021.

\$47,151.06 Chase Operating Account
\$27,204.19 Chase Savings Account
\$25,563.05 Pacific Western CD

\$99,918.13

Consent Items designated with a “C.”
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
5572. Reconciliation report

\$13,247.13 – 1/29/2021
\$9,656.86 – 12/31/2020
Non-redacted version available in BOD files.



through 1/29/2021 and
12/31/2020.

- | | | | |
|-----|--|---|---|
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 1/29/2021 and 12/31/2020. | C | \$27,204.19 – 1/29/2021
\$27,203.76 – 12/31/2020
Non-redacted version available in BOD files. |
| 3.d | Pacific Western Bank CD -1 (Ending 744) (Reserve) Issue Date 7/30/16. Maturity Date 7/30/20. Term 12 months. Rate 0.150% | C | \$25,563.05 |
| 3.e | Financial Report for December 2020 and January 2021. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet
Budget to Expense |
| 3.f | Outgoing Funds | | RATIFICATION – Utilities/Dwelling Live |



- C 1. \$339.57 on 1/5/21 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 2. \$312.51 on 12/2/20 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 3. \$39.89 on 1/4/21 California Water Service (account 5814588888) Electronic Payment
- C 4. \$39.89 on 12/2/20 California Water Service (account 5814588888) Electronic Payment
- C 5. \$99.45 on 1/4/21 TelPlex (guard phone)
- C 6. \$96.87 on 11/3/20 TelPlex (guard phone)
- C 7. \$97.55 on 1/7/21 to Spectrum (guard internet)
- C 8. \$97.55 on 12/8/20 to Spectrum (guard internet)
- C 9. \$493.48 on 1/19/21 to DwellingLive (visitor passes)
- C 10. \$600.12 on 1/11/21 to DwellingLive (monthly service)



- C 11. \$491.16 on 1/4/21 to DwellingLive (visitor passes)
- C 12. \$600.12 on 12/21/20 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 13. \$835.00 to Plahn Landscape Inc. (January 2021 monthly service)
- C 14. \$1,682.51 HOA Management Solutions, Inc. (December 2020)
- C 15. \$200.00 to Aurelio Hernandez (January 2021 janitorial services)
- C 16. \$8,094.00 to R Stanley Security Service (Invoice # 18338)
- C 17. \$8,256.00 to R Stanley Security Service (Invoice # 18317)
- C 18. \$7,998.00 to R Stanley Security Service (Invoice # 18272)
- C 19. \$7,740.00 to R Stanley Security Service (Invoice # 18295)
- C 20. \$341.00 to JES Electric (electrical repairs guard station)
- C 21. \$1,173.00 to Beaumont & Tashijan (legal services)



- C 22. \$75.11 to Beaumont & Tashjian (legal services)

CHECKS TO DISBURSE

- C 23. \$1,290.00 to Plahn Landscape Inc. (February 2021 monthly service/pre-emergent)
- C 24. \$6,439.51 HOA Management Solutions, Inc. (January 2021 services and reimbursements)
- C 25. \$200.00 to Aurelio Hernandez (February 2021 janitorial services)
- C 26. \$35.00 to Orkin Pest Control (pest services)
- C 27. \$2,623.00 to Camera Access Technologies (Invoice # 5259)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■ As to Items 3.g.1 and 3.g.2, items current under discussion.
- 2. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.3, lien assessments:
- 3. Lien assessments: PC motioned to approve filing of lien assessment on 387-620-03-2. MH 2nd – All in Favor.
 - a. 387-620-03-2;
 - b. 387-332-04-2;
 - c. 387-342-04-1; and



d. 387-333-05-7.

PC motioned to approve filing of lien assessment on 387-332-04-2. MH 2nd – All in Favor.

PC motioned to approve filing of lien assessment on 387-342-04-1. MH 2nd – All in Favor.

PC motioned to approve filing of lien assessment on 387-333-05-7. MH 2nd – All in Favor.

SS inquired about lot type. MV indicated one is a lot all other single-family residences.

4. **Regular & Ongoing Business**

4.a Operational Items

1. 2021 Goals

As to Item 4.a.1, no update.

4.b Roadway Maintenance Report

1. PG&E lamp repairs:
334327 for light pole 17086 – part ordered.
334328 for light pole – will come out and mark pole. Status update.

As to Item 4.b.1, no update. Report was given at last meeting. MH inquired about certain inoperable lamps. MV indicated PG&E notified.



4.c Landscape Maintenance Report

4.d Board Education & Training

1. Davis-Sterling Newsletter Links

As to Item 4.d.1, updated newsletter links in packet.

4.e Prior Executive Session Summary

As to Item 4.e, discussion on various collection items. Workshop to work on CC&Rs for future amendments.

5. **Security Gate Business**

5.a Security Gate Report

1. Temporary Security Gate Agreement
2. Notable Activity
3. The Manors Security Gate – Invite ■
4. Gate Management Secondary Gate
5. Cost Sharing Agreement – Guard ■

As to Item 5.a.1, no action.

As to Item 5.a.2, MH reports lots of transponder sales, and some replacements. New transponders are working a lot better. MH a few burglaries in Montagna in December and January. Montagna is looking adding another camera system.

SV inquired about access; MH addressed. FW inquired about home transfers; MH indicated that lots of sales.



As to Item 5.a.3, meeting notice is sent for each meeting to delegate and an email was specifically sent requesting attendance.

As to Items. 5.a.4 – 5.a.5, no action.

PC motioned to adjourn. MH 2nd – All in Favor

Adjournment of Meeting

Time: 5:58 p.m.

- △ 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.