



Board of Directors Meeting
TUESDAY, March 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: 5:20 p.m. Quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Adjustment to officer titles of MH and PC notated.

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

Board of Directors

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

Delegates



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR Present
Rio Vista HOA by and through Raj Doshi	Present*
Rio Vista Estates HOA by and through Skip Staley	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 Johnny Duenas	Present*
Andrew Fuller	Not Present
Rio Bravo Country Club, LLC by and through Randy Steinert	Present*
<u>Guest(s)</u>	
Rio Bravo Fairways by and through	Not Present

*Logged on after meeting was in progress.



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

1.c Approval of the February 9, 2021 Meeting Minutes.

As to Item 1.c, PC motioned to approve the February 9, 2021, Meeting Minutes. MH 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to 2.a.1, discussion was had as to guard gate status, and sending notice by next meeting of gate closure. Inquiry made of SV on Highpointe status. SV discussed Highpoint development status, water issues, and security benefits.

2.b Next Meeting:

Board of Directors Meeting
Tuesday, April 13, 2021, at 5:15 p.m.
Zoom or Rio Bravo Country Club

As to 2.a.b, date announced.



15200 Casa Club Drive, Bakersfield, CA
93301 and/or via Zoom video conferencing

3. **Financial & Accounting**

3.a Financial Summary – account
balances as of March 8, 2021.

\$7,634.82 Chase Operating Account
\$27,204.60 Chase Savings Account
\$25,563.05 Pacific Western CD

\$60,402.47

Consent Items designated with a “C.”
AS to Consent Items, PC motioned to
approve CONSENT items. MH 2nd –
All in Favor.

3.b Chase Bank Checking Activity,
Operating Account,
Reconciliation, and Bank
Statement for account ending
5572. Reconciliation report
through 2/26/2021.

C

\$9,457.18 – 2/26/2021
Non-redacted version available in BOD files.



- 3.c Chase Bank Savings Activity, C \$27,204.60 – 2/26/2021
 Reconciliation, and Bank Non-redacted version available in BOD files.
 Statement for account ending
 5761. Reconciliation report
 through 2/26/2021.
- 3.d Pacific Western Bank CD -1 C \$25,563.05 MH inquired as to the CD balance.
 (Ending 744) (Reserve)
 Issue Date 7/30/16. Maturity
 Date 7/30/20. Term 12 months.
 Rate 0.150%
- 3.e Financial Report for February C Profit & Loss
 2021. Statement of Cash Flows
 Balance Sheet
 Budget to Expense
- 3.f Outgoing Funds RATIFICATION – Utilities/Dwelling Live
 C 1. \$340.35 on 2/2/21 PG&E
 (9301712956-5 Guard Station & Street
 combined) Electronic Payment
 C 2. \$42.22 on 2/2/21 California Water
 Service (account 5814588888)
 Electronic Payment



- C 3. \$103.49 on 2/4/21 TelPlex (guard phone)
- C 4. \$97.55 on 2/8/21 to Spectrum (guard internet)
- C 5. \$57.20 on 2/8/21 to DwellingLive (access device credits)
- C 6. \$600.12 on 2/8/21 to DwellingLive (monthly service)

CHECKS TO RATIFY

CHECKS TO DISBURSE

- C 1. \$7,998.00 to R. Stanley Security (Invoice 18363)
- C 2. \$8,640.00 to R. Stanley Security (Invoice 18387)
- C 3. \$6,864.00 to R. Stanley Security (Invoice 18413)
- C 4. \$835.00 to Plahn Landscape Inc. (February 2021 monthly service)
- C 5. \$2,222.95 HOA Management Solutions, Inc. (February 2021 services and reimbursements)
- C 6. \$250.00 to Aurelio Hernandez (March 2021 janitorial services)



3.g Other Financial Items

1. Casa Club Annexation and Related Billing ■ As to Items 3.g.1 and 3.g.2, discussed in Executive Session.
2. Rio Bravo Fairways Security Gate Billing ■
3. Lien assessments: As to Item 3.g.3, no activity.
4. Reserve Transfer / Borrowing \$15,000 As to Item 3.g.4, MV requested additional funding/borrowing from reserves to pay operational expenses, namely guard services. Discussion had.

PC motioned to approve transfer and borrowing of \$15,000 from reserves. MH 2nd – All in Favor.

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: As to Item 4.a.2, MV provided update.
334327 for light pole 17086 – will be terminated.



334328 for light pole – will come out and mark pole. Status update.

- | | | | |
|-----|--------------------------------------|--|--|
| 4.c | Landscape Maintenance Report | | As to Item 4.c, no update. |
| 4.d | Board Education & Training | 1. Davis-Sterling Newsletter Links | As to Item 4.d.1, info in meeting packet. |
| 4.e | Prior Executive Session Summary | | As to Item 4.e, discussion was held on collection, and legal. |
| 5. | <u>Security Gate Business</u> | | |
| 5.a | Security Gate Report | 1. Temporary Security Gate Agreement | As to Item 5.a.1, no discussion. |
| | | 2. Notable Activity | As to Item 5.a.2, discussion held in Open Floor. General comments about importance of security made. |
| | | 3. The Manors Security Gate – Invite ■ | As to Items 5.a.3 to 5.a.5, no activity. |
| | | 4. Gate Management Secondary Gate | |
| | | 5. Cost Sharing Agreement – Guard ■ | |

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.

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.