



Board of Directors Meeting

TUESDAY, April 13, 2021

5:15 p.m. @ Rio Bravo Country Club and Zoom video conferencing (recorded)

X Agenda & Management Summary

__ Minutes

No. Item Description Ref. Discussion Action

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

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

Delegates



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	
Rio Vista HOA by and through Raj Doshi	
Rio Vista Estates HOA by and through Skip Staley	
Highpointe Rio Bravo 224, L.P by and through Steve Vliss	
Estates of Rio Bravo HOA	
The Manors by and through Johnny Duenas	
Rio Bravo Country Club, LLC by and through Randy Steinert	
<u>Guest(s)</u>	
Rio Bravo Fairways by and through	
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 March 9, 2021 Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Likely Guard Gate Closure (1 hour discussion limit)
2. Open Floor

2.b Next Meeting:

Board of Directors Meeting
 Tuesday, May 11, 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**

Consent Items designated with a “C.”

3.a Financial Summary – account balances as of April 12, 2021.

\$9,409.09 Chase Operating Account
 \$12,204.91 Chase Savings Account
 \$25,563.05 Pacific Western CD



\$47,177.05

- | | | | |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------|---|-------------------------------------------------------------|
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 3/31/2021. | C | \$418.85
Non-redacted version available in BOD files. |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 3/31/2021. | C | \$12,204.91
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 March 2021. | C | Profit & Loss
Statement of Cash Flows |



Balance Sheet
Budget to Expense

3.f Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$335.26 on 3/8/21 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 2. \$42.30 on 3/3/21 California Water Service (account 5814588888) Electronic Payment
- C 3. \$101.86 on 3/8/21 TelPlex (guard phone)
- C 4. \$97.55 on 3/10/21 to Spectrum (guard internet)
- C 5. \$470.80 on 3/8/21 to DwellingLive (passes)
- C 6. \$600.12 on 3/8/21 to DwellingLive (monthly service)

CHECKS TO RATIFY

CHECKS TO DISBURSE

- C 1. \$8,448.00 to R. Stanley Security (Invoice 18459 through 3/31/21)



- C 2. \$1,190.00 to Letourneau Landscape Services (monthly landscaping)
- C 3. \$5,869.54 HOA Management Solutions, Inc. (March 2021 services and reimbursements)
- C 4. \$200.00 to Aurelio Hernandez (April 2021 janitorial services)
- C 5. \$35.00 to Orkin Pest Control (spraying)
- C 6. \$2,500.00 to Law Offices of Steve Nihcols (legal)
- C 7. \$1,000.00 to Law Offices of Philip Gillet (legal)

3.g Other Financial Items

- 1. Casa Club Annexation and Related Billing ■
- 2. Rio Bravo Fairways Security Gate Billing ■
- 3. Lien assessments: 387-730-06-2; 387-610-09-0; 387-334-04-8; 387-334-03-0; 387-334-02-2
- 4. Owner transfer fee waiver request ■
- 5. Owner late fee waiver request ■

4. **Regular & Ongoing Business**



4.a Operational Items

4.b Roadway Maintenance Report

1. PG&E lamp repairs:
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

4.d Board Education & Training

1. Davis-Sterling Newsletter Links

4.e Prior Executive Session Summary

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 ■

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.

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.