



Board of Directors Meeting

TUESDAY, January 11, 2022

5:15 p.m. on Zoom Conferencing & Tony's Firehouse Grill and Pizza, 10701 CA-178, Bakersfield, CA 93306 (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>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			As to Item 1.a, meeting started at: 5:15 p.m. Quorum was not met. At 5:19 p.m., quorum as met when KR appeared, and restart of meeting was made.

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

Board of Directors

Fred Wiley, President (FW)	Present
Phil Crosby, Vice President & Chief Financial Officer (PC)	Present
Beth Espinoza, Secretary (BE)	Present

Delegates



Montagna HOA by and through Stephen Greenfield & Kerri Roberts	KR present (5:18 p.m.) SG Zoom 5:25 p.m.)
Rio Vista HOA by and through Raj Doshi & Craig Michaud	Not Present
Rio Vista Estates HOA by and through Skip Staley and Art Mijarez	SS Present
Shayan Capital, LLC (20); Kona Crown Holdings, LLC (25%); Falcon T Investments, LLC (25); and Lakewood Parkway, LLC (30) by TBD	Not Present
Estates of Rio Bravo HOA by and through	Not Present
The Manors by and through Johnny Duenas	Not Present
Rio Bravo Country Club, LLC by and through Randy Steinert	Not Present

Guest(s)



Mark Hall, Montagna Tony Martinez (present at times)	Present
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Kelly Lucas	Not Present
Casa Club HOA by and through	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

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

As to Item 1.c, PC motioned to approve the November 9, 2022, Meeting Minutes. FW 2nd – Majority in Favor. (Based on 2nd vote after quorum met.)

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Officer Elections

As to Item 2.a.1, Officer elections held: PC motioned to nominate FW for President. BE 2nd – All in Favor.



FW motioned to nominate PC for Vice President & Chief Financial Officer. BE 2nd – All in Favor.

PC motioned to nominate BE for Secretary. FW 2nd – All in Favor.

All nominees accepted their officer positions.

2. Kachay Global Development Update

As to Item 2.a.2, FW updated board on earlier meeting with Kachay Global Development representatives on their endeavor to purchase golf course and land around golf course. Discussion was had. RBCA will assist in any manner possible.

3. 2022 Goals

As to Item 2.a.3, MV noted that on Goal # 1, management was added instead of owner. BE provided updated on secondary gate with vehicle follow throughs. BE reported discussion with Johnny Duenas (JD). BE reported that back gate code was changed. MH report gate arm with transponders connected with front station bid was \$60K. Spike strips previously considered but not



conductive to insurance company. SS suggested future gate to come under RBCA protocols. FW indicated a CC&R change would be needed. FW indicated that CC&R workshops need to start again. Discussion had. PC requested that Goal # 4 be removed as lake drainage inlet fixed.

4. Open Floor

As to Item 2.a.4, FW indicated that MH has agreed to continue with installing transponders. FW informed MH of privacy issues related to member data. MH acknowledged.

SG had questions regarding new owners of Highpointe Communities. MV provided known information. MH also updated on historical ownerships changes.

2.b Next Meeting:

Board Meeting
Tuesday, February 8, 2021, at 5:15 p.m. via
Zoom Conferencing and/or Tony's
Firehouse Grill and Pizza, 10701 CA-178,
Bakersfield, CA 93306.

Meeting announced.



3. **Financial & Accounting**

Consent Items designated with a “C.”

- | | | | |
|-----|---|---|--|
| 3.a | Financial Summary – account balances as of January 7, 2022. | | \$20,991.20 Chase Operating Account
\$37,833.86 Chase Savings Account

\$58,825.06 |
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 11/30/2021 and 12/31/2021. | C | \$10,750.69 12/31/21
\$45,868.25 11/30/21
Non-redacted version available in BOD files. |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 11/30/2021 and 12/31/2021. | C | \$37,833.79 12/31/21
\$37,833.44 11/30/21
Non-redacted version available in BOD files. |
| 3.d | Financial Report for November and December 2021. | C | Profit & Loss
Statement of Cash Flows
Balance Sheet |

As to Consent Items, PC motioned to approve Consent items. BE 2nd – All in Favor.



Budget to Expense

3.e Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$317.05 on 12/3/21 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 2. \$281.22 on 11/2/21 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 3. \$38.57 on 12/6/21 California Water Service (account 5814588888) Electronic Payment
- C 4. \$41.64 on 11/2/21 California Water Service (account 5814588888) Electronic Payment
- C 5. \$106.11 on 11/6/21 TelPlex (guard phone)
- C 6. \$108.67 on 11/8/21 TelPlex (guard phone)
- C 7. \$107.55 on 12/8/21 to Spectrum (guard internet)
- C 8. \$107.55 on 11/8/21 to Spectrum (guard internet)
- C 9. \$600.12 on 12/8/21 to DwellingLive (monthly service)



- C 10. \$52.00 on 12/6/21 to DwellingLive (credits)
- C 11. \$464.10 on 11/15/21 to DwellingLive (passes)
- C 12. \$600.12 on 11/10/21 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 13. \$4,884.00 Philadelphia Insurance Company [check paid electronically ACH] for HOA and Umbrella
- C 14. \$5,347.97 HOA Management (November 2021 services, reimbursements, and annual collection percentage)
- C 15. \$7,706.00 to R. Stanley Security (Invoice 18895)
- C 16. \$7,920.00 to R. Stanley Security (Invoice 18869)
- C 17. \$8,448.00 to R. Stanley Security (Invoice 18842)
- C 18. \$835.00 to Letourneau Landscape Services (monthly landscaping) 11/30/21 Invoice 3882



- C 19. \$252.00 to Letourneau Landscape Services (fertilizer, sprinkler repairs) 11/30/2021 Invoice 3883
- C 20. \$44.00 to Orkin (pest control)
- C 21. \$741.45 to Beaumont & Tashijan (legal fees) 11/30/2021 Invoice 130340
- C 22. \$200.00 to Aurelio Hernandez (December 2021 janitorial services)

CHECKS TO DISBURSE

- C 23. \$7,920.00 to R. Stanley Security (Invoice 18919 through 12/15/21)
- C 24. \$943.00 to Letourneau Landscape Services (monthly landscaping, preemergent) 12/29/21 Invoice 3960
- C 25. \$1,539.40 HOA Management Solutions, Inc. (December 2021 services and reimbursements)
- C 26. \$200.00 to Aurelio Hernandez (January 2022 janitorial services)

3.f Other Administrative / Financial Items

1. Ratification of Highpointe Waiver of Collection Fees

As to Item 3.f.a, MV outlined previous practices of late charge, finance charges for parties that pay in full. FW provided an estoppel certificate to Highpointe



Communities. Ratification is being requested of the fee waiver provided as part of the estoppel certificate. PC motioned to ratify FW's decision to waive fees related to the estoppel certificate provided to Highpointe Communities. Discussion had. BE 2nd – All in Favor.

2. Banking Resolution – Removal of Former Board Member and Addition of New Board Member
As to Item 3.f.2, MV presented a banking resolution to remove former board members and add new board members on all banking accounts. PC motioned to approve the banking resolution. Discussion had. FW 2nd – All in Favor.
3. Casa Club Annexation and Related Billing ■
As to Item 3.f.3, MV indicated that notice regarding legal action was set forth in the annual disclosures. MV indicated that notice is not required for collection actions; however, this action may be viewed as more than a collection action.



4. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.f.4, no update.
5. PG&E Rebill case ID 6509951392 (placeholder) As to Item 3.f.5, MV to investigate whether credit has been provided or not.
6. Assessment Lien – none scheduled [Note: Notice of Default and Notice of Trustee Sale on Executive Session Agenda] As to Item 3.f.6, no activity for regular session; however, notice of defaults and notice of trustee sales were approved in Executive Session.

4. **Regular & Ongoing Business**

4.a Operational Items

As to Item 4.a., no activity.

MV indicated prior to adjournment that print/copying costs has increase and MV will start charging .12 per page for print/copy fees.

FW indicated prior to adjournment issues with Highpointe Communities related to development, water, etc. FW also reached out to Ed Coyne on his development and having access roads during Highpointe



4.b Roadway Maintenance Report

Communities development. Ed Coyne wants Club access, and he has several lots that face golf course.

As to Item 4.b, no activity.

4.c Landscape Maintenance Report

As to Item 4.c., PC reported he met with Dave Foley with Letourneau Landscape and discussed flower beds, looking at box woods, annuals. The water coverage seems to have been resolved with the increased pressure. Dog walking is killing the grass. Crews will be collecting the tumble weeds in sections.

4.d Board Education & Training

1. Davis-Sterling Newsletter Links

As to Item 4.d.1, educational inserts in packet but nothing new for 2022 at this point.

4.e Prior Executive Session Summary

As to Item 4.e, MV provided a summary, which included notice of defaults, notice of sale, potential litigation, potential purchasers, current litigation discovery phase.



5. **Security Gate Business**

5.a Security Gate Report

1. Notable Activity

As to Item 5.a.1, some discussion on who the guard will be calling. Discussion on procedures and protocols.

2. Guard computer screen

MH indicated that email forwards need to be reforwarded. MV to add BE to the emails.

As to Item 5.a.2, MH indicated screen guy showed up and wanted to take screen with him. MH indicated computer not working and dialer not working but dialer was rebooted and then it worked. Computer will be \$2500. Discussion had.

3. The Manors Security Gate ■

PC motioned to purchase new computer. ME 2nd – All in Favor.

4. Cost Sharing Agreement – Guard ■

As to Item 5.a.3, no action.

As to Item 5.a.4, light discussion on issue. FW indicated that parts of it on hold. FW believes there is an opportunity for more



discussion. Rio Bravo Fairways believes RBCC should pay. Casa Club discussed.

Adjournment of Meeting

Time: 6:19 p.m.

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

- △ 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 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.

2022 RBCA GOALS (To be Determined)

Date Achieved:	Goal Description
Not Completed	1. Acquire 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. Register RBCA to receive notices of any development projects affecting Rio Bravo Community with City of Bakersfield.
Not Completed	5. Future Gates to be under RBCA.