



**Board of Directors Meeting**

TUESDAY, October 18, 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	<b><u>Commencement of Meeting</u></b>			As to Item 1.a, meeting started at: 5:17 p.m.

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 (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	SG Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	CM 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 Kris Pinero	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 (MHOA); Kelly Lucas (RBGCMHOA)	MH & KL Present
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Bill Pruett	Present
Casa Club HOA by and through Ken Schmitz	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the September 13, 2022, Meeting Minutes.

As to Item 1.c, PC motioned to approve the September 13, 2022, Meeting Minutes. FW 2<sup>nd</sup>, BE abstained. Majority in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. 2023 Operating Budget Preparation

As to Item 2.a.1, MV noted same draft as prior month. SS inquired golf course paying \$83K, the income adjustment and wash out. SS inquired about non-annexed, Casa Club short \$21K; RBGCMHOA short \$35K; and RBF



short \$76K short. Reserve repayment amount reviewed. SS identified shortage in budget draft not covered by offsets. SG commented budget offset and numbers as projections.

KL mentioned guard increases will be .50 per hour and Flock cameras. MV indicated that would be about \$4K but Flock cameras have not been factored in the draft.

## 2. Open Floor

As to Item 2.a.2, SS inquired about ballot. Ballot to go out 30 days prior to election date.

### 2.b Next Meeting:

Tuesday, November 8, 2022, at 5:15 p.m. via Zoom Conferencing and/or Tony's Firehouse Grill and Pizza, 10701 CA-178, Bakersfield, CA 93306

As to Item 2.b, FW announced next meeting date.

### 3. Financial & Accounting

Consent Items designated with a "C."



3.a	Financial Summary – account balances as of October 17, 2022.	C	\$50,139.69 Chase Operating Account \$49,731.61 Chase Savings Account ----- \$99,871.30	As to Consent Items, PC motioned to approve Consent items. BE 2 <sup>nd</sup> . All in favor.
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 9/30/2022.	C	\$45,480.80 Non-redacted version available in BOD files.	
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 9/30/2022.	C	\$49,731.61 Non-redacted version available in BOD files.	
3.d	Financial Report for October 2022.	C	Profit & Loss [Accrual – Cash] Statement of Cash Flows Balance Sheet Budget to Expense – through prior month Budget to Expense – through year end	



3.e Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

- C 1. \$351.86 on 9/6/22 PG&E (9301712956-5 Guard Station & Street \*combined\*) Electronic Payment
- C 2. \$41.68 on 9/6/22 California Water Service (account 5814588888) Electronic Payment
- C 3. \$108.20 on 9/6/22 TelPlex (guard phone)
- C 4. \$107.55 on 9/6/22 to Spectrum (guard internet)
- C 5. \$600.12 on 9/8/22 to DwellingLive (monthly service)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 6. \$8,460.00 to R. Stanley Security (Invoice 19347, 9/1/22 through 9/15/22)
- C 7. \$8,460.00 to R. Stanley Security (Invoice 19371, 9/16/22 through 9/30/22)



- C 8. \$835.00 to Elite Maintenance & Tree Service (monthly landscaping, 9/30/22 Invoice 32769)
- C 9. \$3,633.30 HOA Management Solutions, Inc. (September 2022 services) As to Item 3.e.9, MH inquired as to bill. MV indicated the increase was the 1/3 late charge fee per agreement and that in the Executive Session portion was the listed accounts showing how the figure was tallied.
- C 10. \$200.00 to Aurelio Hernandez (October 2022 janitorial services)
- C 11. \$48.00 to Orkin (pest control)
- C 12. \$2,750.00 to Flock Group, Inc. (inbound guard lane additional camera) KL inquired about Camera Access Technologies. MV explained that CAT entry was the reconciliation report item from prior month.

3.f Other Administrative / Financial Items

- 1. Casa Club Billing ■ As of Item 3.f.1, will be discussed in continued Executive Session.
- 2. Rio Bravo Fairways Security Gate Billing ■ As of Item 3.f.2, FW reports that there is an agreement in place. MOU is almost complete.
- 3. PG&E Rebill case ID 6509951392 (placeholder) As of Item 3.f.3, no action.



- |      |  |   |
|------|--|---|
| 4.   | Financial Review   | As of Item 3.f.4, budget previously discussed.  |
|      | 5. Lien Assessments:<br>Parcel 387-610-21-5              | As of Item 3.f.5, PC motioned to approve lien assessment on parcel 387-610-21-5. BE 2 <sup>nd</sup> . All in favor.   |
| <br> |  |   |
| 4.   | <b><u>Regular &amp; Ongoing Business</u></b>             |   |
| <br> |  |   |
| 4.a  | Operational Items  |   |
|      | 1. Flock Cameras – Insurance/W9 Info                     | As to Item 4.a.1, MV noted insurance information in packet.   |
|      | 2. Rodeo Project Update                                  | As to Item 4.a.2, FW provided an update on Rodeo project. Two other projects need to be completed, Lancaster and Ridgecrest. Also, there is a water project of \$1.8 million and they plan to sell bulk lots to cover the costs. Goal is to get approvals by the end of the year. |
|      | 3. Katchay Update  | As to Item 4.a.3, no update. MH indicated low ball number and one HOA request.  |
| <br> |  |   |
| 4.b  | Roadway Maintenance Report                               |   |
|      | 1. GPM Proposal – 2022 Crack Seal & Sealcoat (continued) | As to Item 4.b, FW tabled item. Available for review on pages 115 to 123 of packet.   |





- |     |                                      |                                     |   |
|-----|--------------------------------------|-------------------------------------|---|
| 4.c | Landscape Maintenance Report         |                                     | As to Item 4.c, no activity.  |
| 4.d | Board Education & Training           | 1. Davis-Sterling Newsletter Links  | As to Item 4.d.1, links in meeting packet.  |
| 4.e | Prior Executive Session Summary      |                                     | As to Item 4.e, Executive Session continued so summary to be provided at the next meeting.  |
| 5.  | <b><u>Security Gate Business</u></b> |                                     |   |
| 5.a | Security Gate Report                 | 1. Notable Activity                 | As to Item 5.a.1, MH inquiring on NextDoor harassing activity. SS indicating not harassing. Police came, no arrests. Internet in and out. Gates working better. |
|     |                                      | 2. The Manors Security Gate ■       | As to Item 5.a.2, no update.  |
|     |                                      | 3. Cost Sharing Agreement – Guard ■ | As to item 5.a.3, no update.  |
|     | <b><u>Adjournment of Meeting</u></b> | Time: 5:41 p.m.                     | After regular session adjournment, Board and delegates will reconvene Executive Session.  |



PC motioned to adjourn regular session and reopen executive session. FW 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 Entry Gates to be under RBCA.