



Board of Directors Meeting
TUESDAY, November 8, 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.
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u>	
			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	SG Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD Present
Rio Vista Estates HOA by and through Skip Staley	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
<u>Guest(s)</u>	
Mark Hall (MHOA); Bill Slocumb (RVCA); Craig	Present



Michaud (RVCA); and Kelly Lucas (RBGCMHOA)	
Rio Bravo Fairways by and through Scott Johnson	Not Present
Rio Bravo Golf Course Master HOA by and through Tony Martinez	Not Present
Casa Club HOA by and through Ken Schmitz	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the October 18, 2022, Meeting Minutes.

As to Item 1.c, PC motioned to approve the October 18, 2022, Meeting Minutes. BE 2nd. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 2.a.1, MH inquired about auto billing. SS stated he sought info on reserves and MV provided information before meeting.



2.b Next Meeting: Wednesday, December 23, 2022, 5:15 p.m. –
Budget Approval Meeting at Tony's
Firehouse Grill and Pizza, 10701 CA-178,
Bakersfield, CA 93306

Tuesday, December 13, 2022, at 5:15 p.m. via
Zoom Conferencing and/or Tony's
Firehouse Grill and Pizza, 10701 CA-178,
Bakersfield, CA 93306

3. **Financial & Accounting**

3.a	Financial Summary – account C	\$35,880.44 Chase Operating Account
	balances as of November 7, 2022.	\$49,732.03 Chase Savings Account

		\$85,612.47
3.b	Chase Bank Checking Activity, C	\$38,665.15
	Operating Account,	Non-redacted version available in BOD files.
	Reconciliation, and Bank	
	Statement for account ending	
	5572. Reconciliation report	
	through 10/31/2022.	

Consent Items designated with a “C.”
As to Consent Items, PC motioned to
approve Consent items. BE 2nd. All in
favor.



- 3.c Chase Bank Savings Activity, C \$49,732.03
Reconciliation, and Bank
Statement for account ending
5761. Reconciliation report
through 10/31/2022. Non-redacted version available in BOD files.
- 3.d Financial Report for November C Profit & Loss [Accrual – Cash]
2022. Statement of Cash Flows
Balance Sheet [Accrual – Cash]
Budget to Expense – through year end
[Accrual – Cash]
- 3.e Outgoing Funds RATIFICATION – Utilities/Dwelling Live
- C 1. \$353.81 on 10/4/22 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment
 - C 2. \$47.05 on 10/5/22 California Water
Service (account 5814588888)
Electronic Payment
 - C 3. \$105.93 on 10/4/22 TelPlex (guard
phone)
 - C 4. \$107.55 on 10/7/22 to Spectrum
(guard internet)



- C 5. \$57.20 on 10/3/22 to DwellingLive (transponder credits)
- C 6. \$630.13 on 10/7/22 to DwellingLive (monthly service)
- C 7. \$548.32 on 10/31/22 to DwellingLive (passes)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 8. \$8,460.00 to R. Stanley Security (Invoice 19398, 10/1/22 through 10/15/22)
- C 9. \$9,024.00 to R. Stanley Security (Invoice #, 10/16/22 through 10/31/22)
- C 10. \$835.00 to Elite Maintenance & Tree Service (monthly landscaping, 10/31/22 Invoice #)
- C 11. \$1,688.05 HOA Management Solutions, Inc. (October 2022 services)
- C 12. \$200.00 to Aurelio Hernandez (November 2022 janitorial services)
- C



13. \$7,336.88 to Camera Access Technologies (500 transponders)

3.f Other Administrative / Financial Items

1. 2023 Operating Budget for Approval

As to Item 3.f.1, MV seeks continuance to approve final budget for November 23, 2022. MV discussed budget and impact of Flock cameras and wage increase for guards (\$210,000.00). SS inquired about budget categories and reserves. MV summarized reserve contribution and payback of reserves based on payments. MV explained certain entities have not paid into the reserve portion. RD requested separate A/R for annexed and non-annexed to keep tract of annexed versus non-annexed receivables. Discussion had. MV to make separate A/R chart of accounts for annexed/nonannexed.

PC motioned to approve creation of an accounts receivable account for annexed and one for nonannexed. BE 2nd. All in favor.

SG inquired about legal cost.



2. 2023 Annual Disclosures / Anticipated Changes As to Item 3.f.2, MV to finish report once budget is approved.
3. Casa Club Billing ■ As to Item 3.f.3, FW stated negotiations ongoing.
4. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.f.4, placeholder.
5. PG&E Rebill case ID 6509951392 (placeholder) As to Item 3.f.5, placeholder.
6. Financial Review As to Item 3.f.6 and 3.f.7, no activity.
7. Lien Assessments

4. **Regular & Ongoing Business**

- 4.a Operational Items
 1. Rodeo Project Update As to Item 4.a.1, FW indicated nothing has change. Pending.
 2. Katchay Update As to Item 4.a.2, no update. MV to remove from agenda.
- 4.b Roadway Maintenance Report
 1. GPM Proposal (placeholder only) As to Item 4.b.1, no update.



- 4.c Landscape Maintenance Report As to Item 4.c, PC reports no update.
- 4.d Board Education & Training
1. Davis-Sterling Newsletter Links As to Item 4.d.1, no change from last meeting packet.
- 4.e Prior Executive Session Summary As to Item 4.e, Board discussed concerns with Delegates and one letter was sent, second letter to be sent.
5. **Security Gate Business**
- 5.a Security Gate Report
1. Notable Activity As to Item 5.a.1, guards having issue with internet. Power failure was reported a couple times this week. Discussion had.
 2. The Manors Security Gate ■
 3. Cost Sharing Agreement – Guard ■
- As to Item 5.a.2 and 5.a.3, no activity.

Adjournment of Meeting

Time: 5:41 p.m.

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