



Board of Directors Meeting

TUESDAY, May 10, 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: 5:17 p.m. Quorum satisfied.
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 & Kerri Roberts	SG & KR Present
Rio Vista HOA by and through Raj Doshi & Craig Michaud	RD Present later into meeting.
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)	Present
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	Not Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the April 12, 2022, Meeting Minutes.

As to Item 1.c, PC motioned to approve the April 12, 2022, Meeting Minutes. BE 2nd – Majority in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 2.a.1, KR inquired about status of Rodeo homes development. FW indicated there was no update, that RBCA is looking for a schedule, that Rodeo has a water issue and working through city process, and that RBCA will introduce them owner to the



south of parcel for access. SG inquired about developer payment status; FW indicated Rodeo is up to date.

SG inquired about Rio Vista Estates actual versus budget report, MV indicated phase 3 is now combined and no longer separate.

SG further inquired about goals, item 2, related to easement from golf course. Discussion had on easements and reciprocal use agreement. MV indicated all the common area is identified in CC&Rs and easements are in the reciprocal use agreement as it relates to reserves. Discussion had.

SS submitted letter analyzing budget and actual revenues. SS inquired about cash account, budget versus actual – whether it is actual budgeted, MV answered in affirmative. SS explained that his review, per his submitted letter, will should budget shortfalls of about 30%. SS

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requested that his submitted letter be included in the next meeting packet; and that Rio Vista Estates is objecting to the budget process. Discussion had. MV summarized the reserve loans. Special assessment is not anticipated but possible.

SS inquired about \$400K budget and how that budget will be met if golf course is not paying and nonannexed associations are not fully contributing. FW indicated that ongoing efforts continue to collect deficit numbers. Discussion had. MV indicated he will include SS' letter for next meeting. MV explained the use of the contingency.

2.b Next Meeting: Board Meeting
Tuesday, June 14, 2022, at 5:15 p.m. via
Zoom Conferencing and/or Tony's
Firehouse Grill and Pizza, 10701 CA-178,
Bakersfield, CA 93306

Item to Item 2.b, meeting noted.

3. **Financial & Accounting**

Consent Items designated with a "C."



3.a	Financial Summary – account balances as of May 6, 2022.	C	\$30,005.24 Chase Operating Account \$42,941.15 Chase Savings Account ----- \$72,946.39	As to Consent Items, PC motioned to approve Consent items. BE 2nd, all in Favor.
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 4/29/2022.	C	\$17,284.50 Non-redacted version available in BOD files.	
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 4/29/2022.	C	\$42,941.15 Non-redacted version available in BOD files.	
3.d	Financial Report for April 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. \$358.34 on 4/5/22 PG&E (9301712956-5 Guard Station & Street *combined*) Electronic Payment
- C 2. \$40.23 on 4/4/22 California Water Service (account 5814588888) Electronic Payment
- C 3. \$108.19 on 4/6/22 TelPlex (guard phone)
- C 4. \$107.55 on 4/7/22 to Spectrum (guard internet)
- C 5. \$600.12 on 4/7/22 to DwellingLive (monthly service)
- C 6. \$57.20 on 4/25/22 to DwellingLive (transponder credits)

CHECKS TO RATIFY

None

CHECKS TO DISBURSE

- C 1. \$8,994.00 to R. Stanley Security (Invoice [pending] through 5/31/22)
- C 2. \$8,460.00 to R. Stanley Security (Invoice 19117 through 4/15/22)



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| C | 3. \$835.00 to Elite Maintenance & Tree Service (monthly landscaping) 4/5/22 Invoice 4195 | SG questioned the Elite Maintenance & Tree Service billing; PC explained the expenses related to repairs. |
| C | 4. \$1,229.00 to Elite Maintenance & Tree Service (various repairs) 4/30/22 Invoice 4280 | |
| C | 5. \$1,667.74 HOA Management Solutions, Inc. (April 2022 services and reimbursements) | |
| C | 6. \$250.00 to Aurelio Hernandez (May 2022 janitorial services) | |
| 3.f | Other Administrative / Financial Items | |
| | 1. Casa Club Annexation and Related Billing ■ | As to Item 3.f.1, remove word 'annexation' as it is not required. FW indicated that Casa Club meeting next day, discussions underway to resolve billing concerns. |
| | 2. Rio Bravo Fairways Security Gate Billing ■ | As to Item 3.f.2, FW indicated that MOU was submitted to Rio Bravo Fairways and discussion are positive. Rio Bravo Fairways will have meeting next day. |
| | 3. PG&E Rebill case ID 6509951392 (placeholder) | As to Item 3.f.3, no action. |



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| 4. Financials Review | | As to Item 3.f.4.a, discussed in open forum. MV will include the SS in next meeting packet. |
| a. SS Email | | |
| 5. Lien Assessment | | As to Item 3.f.5, no action. |
| 6. Webpage Suggestions | | As to Item 3.f.6, FW indicated the spelling and grammar changes made. MH indicated that transponder form is out of date and needs to be eliminated. Also, transponder installation document should be deleted, no longer used. Battery replacement form should not be there. |
| 7. Flock Payment | | As to Item 3.f.7, discussion in Item 5.a.2. |
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| 4. <u>Regular & Ongoing Business</u> | | |
| 4.a Operational Items | | |
| 1. Rodeo Project Update | | As to Item 4.a.1, FW updated board based on prior information. No recent updates. |
| 2. Katchay Update | | As to Item 4.a.2, Katchay provide same update as prior month – offer made and pending. |



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| 4.b | Roadway Maintenance Report | 1. GPM Update | As to Item 4.b.1, MV indicated that we are waiting for an inspection date. |
| 4.c | Landscape Maintenance Report | 1. Elite Estimate number 99824, Options 1 or 2 – previously tabled | As to Item 4.c.1, PC discussed options for corner of Miramonte Drive and Highway 178 and recommended Option 2, \$684. Some participants committed personal funding. |
| 4.d | Board Education & Training | 1. Davis-Sterling Newsletter Links | As to Item 4.d.1, info in packet. |
| 4.e | Prior Executive Session Summary | | As to Item 4.e, MV indicated discussion was held on litigation, collection activity, and Flock. SG asked about settlement conference, MV indicated settlement conference will occur in future. |
| 5. | <u>Security Gate Business</u> | | |
| 5.a | Security Gate Report | 1. Notable Activity | As to Item 5.a.1, discussion of security hats discussion earlier. Logistical and administration problems and expense anticipated. Discussion had. No action |



taken, advise that Flock Security Cameras will be installed soon.

2. Flock Systems

As to Item 5.a.2, PC provided information on Flock's onsite installation assessment and marked street for installation. A Manors' owner agreed to allow installation on their property. Discussion had. MV to send invoices for Flock to all HOAs. Lack of communication from the Manors despite initial interest in Flock. Link to Flock can be circulated to those that need it.

MV requested approval of electronic payment to Flock. PC motioned to pay Flock electronically. BE 2nd – All in Favor

3. The Manors Security Gate ■

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

4. Cost Sharing Agreement – Guard ■

As to Item 5.a.4, no action.

Adjournment of Meeting

Time: 6:26 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 Entry Gates to be under RBCA.