



Board of Directors Meeting

December 14, 2023

5:15 p.m. on Zoom Conferencing & Rio Bravo Country Club, 15200 Casa Club Drive, 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			No quorum. The only action item was Item 3.e, outgoing payments. There was discussion in open forum, Items 2.a.1 and 2.a.2.
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u>	
			Fred Wiley, President (FW)	Present
			Phil Crosby, Vice President & CFO (PC)	Present
			Bill Slocumb, Secretary (BS)	Present
			<u>Delegates</u>	



Montagna HOA by and through Stephen Greenfield	SG Present via Zoom
Rio Vista HOA by and through Craig Michaud or Raj Doshi	RD Present via Zoom – partial CM Present – partial
Rio Vista Estates HOA by and through Skip Staley or 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



<u>Guest(s)</u>	
Kelly Lucas (MHOA); Charmaine Rowe, Mrs. Smith (CCHOA).	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 Ken Schmitz	Present
Mario Valenzuela, Sarah Rivera, Manager	MV Present

1.c Approval of the October 12,
2023, Meeting Minutes.

2. **New Business**

2.a New Items, Floor Items & Open
Discussion

1. Open Floor
2. RBCC Settlement / Escrow Status

As to Items 2.a.1 and Item 2.a.2, FW provided outlook for 2024, updated settlement status with RBCC, discuss budget numbers for 2024, and how different participants will participate.



Discussion with Casa Club representatives over billing dispute and a resolution with the parties advancing their positions.

2.b Next Meeting: Thursday, January 11, 2024, at 5:15 p.m. at Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306 and/or via Zoom Conferencing

3. **Financial & Accounting**

Consent Items designated with a “C.”

3.a Financial Summary – account C \$ 86,097.26 Chase Operating Account
balances as of October 12, 2023. \$ 52,006.90 Chase Savings Account

\$138,104.16

3.b Chase Bank Checking Activity, C \$96,183.20 – 11/30/23
Operating Account, \$72,382.98 – 10/31/23
Reconciliation, and Bank
Statement for account ending
5572. Reconciliation report
through 11/30/23 and
10/31/2023. Non-redacted version available in BOD files.



- 3.c Chase Bank Savings Activity, C \$52,006.90 – 11/30/23
 Reconciliation, and Bank \$52,006.48 – 10/31/23
 Statement for account ending Non-redacted version available in BOD files.
 5761. Reconciliation report
 through 11/30/23 and
 10/31/2023.
- 3.d Financial Report for October and C Profit & Loss [Accrual – Cash]
 November 2023. Statement of Cash Flows
 Balance Sheet [Accrual – Cash]
 Budget to Expense – through year end
 [Accrual - Cash]
- 3.e Outgoing Funds RATIFICATION – Utilities/Dwelling Live PC motioned to approve outgoing
 payments in Item 3.e. BW 2nd – All in
 Favor
- C 1. \$323.12 on 11/3/23 PG&E
 (9301712956-5 Guard Station & Street
 combined) Electronic Payment
- C 2. \$371.73 on 10/3/23 PG&E
 (9301712956-5 Guard Station & Street
 combined) Electronic Payment
- C 3. \$45.77 on 11/7/23 to California Water
 Service (account 5814588888)
 Electronic Payment



- C 4. \$48.60 on 10/10/23 to California Water Service (account 5814588888)
Electronic Payment
- C 5. \$104.52 on 11/8/23 to TelPlex (guard phone)
- C 6. \$104.25 on 10/6/23 to TelPlex (guard phone)
- C 7. \$113.48 on 11/6/23 to Spectrum (guard internet)
- C 8. \$113.48 on 10/6/23 to Spectrum (guard internet)
- C 9. \$661.64 on 11/8/23 to DwellingLive (monthly service)
- C 10. \$661.64 on 10/10/23 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 11. \$8,730.00 to R. Stanley Security (Invoice 20076, 11/16/23 through 11/30/23)
- C 12. \$8,730.00 to R. Stanley Security (Invoice 20051, 11/1/23 through 11/15/23)



- C 13. \$5,238.00 to R. Stanley Security
(Invoice 20028, 10/16/23 through
10/31/23)
- C 14. \$8,730.00 to R. Stanley Security
(Invoice 20004, 10/1/23 through
10/15/23)
- C 15. \$400.00 to Irineo Izazga
(reimbursement on claim)

CHECKS TO DISBURSE

- C 16. \$282.23 to Elite Maintenance & Tree
Service (11/18/23 Invoice 10202033,
Flowers)
- C 17. \$282.23 to Elite Maintenance & Tree
Service (11/15/23 Invoice 10202015,
Flowers)
- C 18. \$2,200.00 to Elite Maintenance & Tree
Service (11/15/23 Invoice 10201950,
2" line replacement)
- C 19. \$600.00 to Elite Maintenance & Tree
Service (10/31/23 Invoice 10201999,
rye grass)
- C 20. \$976.75 to Elite Maintenance & Tree
Service (9/30/23 Invoice 44610,
monthly landscaping)



- C 21. \$1,689.61 HOA Management Solutions, Inc. (November 2023 services/reimbursements)
- C 22. \$1,803.70 HOA Management Solutions, Inc. (October 2023 services/reimbursements)
- C 23. \$200.00 to Aurelio Hernandez (Janitorial December 2023)
- C 24. \$200.00 to Aurelio Hernandez (Janitorial November 2023)
- C 25. \$51.99 to Orkin Pest Control, Invoice 252084325, 11/6/23 pest control
- C 26. \$51.99 to Orkin Pest Control, Invoice 249155484, 9/25/23 pest control
- C 27. \$702.37 to Beaumont Tashjian, Invoice 149875, 10/31/23, legal services

3.f Other Administrative / Financial Items

- 1. Casa Club Billing ■
- 2. Rio Bravo Fairways Security Gate Billing ■
- 3. PG&E Rebill case ID 6509951392 (placeholder)
- 4. Lien Assessments



4. **Regular & Ongoing Business**

- 4.a Operational Items
 - 1. Rodeo Project Update
- 4.b Roadway Maintenance Report
 - 1. GPM Proposal (placeholder only)
- 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. Notable Activity
 - 2. Gate Repairs Status
 - 3. The Manors Security Gate ■
 - 4. Cost Sharing Agreement – Guard ■

Adjournment of Meeting

Time: 6:00 p.m.

△ 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 are 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.

2023 RBCA GOALS

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.