



## Board of Directors Meeting

Thursday, July 13, 2023

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>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Quorum met. Meeting started at 5:15 p.m. Added motion to approve electronic signature for payments in Item 2, New Business.
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b>	
			Fred Wiley, President (FW)	Present
			Phil Crosby, Vice President & CFO (PC)	Present
			Bill Slocumb, Secretary (BS)	Present
			<b><u>Delegates</u></b>	



Montagna HOA by and through Kerrie Roberts / Stephen Greenfield	KR & SG Present
Rio Vista HOA by and through Craig Michaud or Raj Doshi	CM Present
Rio Vista Estates HOA by and through Skip Staley or Art Mijarez	Not Present
Shayan Capital, LLC (20); Kona Crown Holdings, LLC (25%); Falcon T Investments, LLC (25); and Lakewood Parkway, LLC (30) by Kris Pinero	Present through Tim Roofian
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
	Present

**Guest(s)**



Charmaine Rowe CC, Owner CC	
Rio Bravo Fairways by and through Scott Johnson	
Rio Bravo Golf Course Master HOA by and through Kelly Lucas	KL Present
Casa Club HOA by and through Ken Schmitz	KS Present
Mario Valenzuela, Sarah Resa, Manager	MV Present

1.c Approval of the June 15, 2023, limited Meeting Minutes; and May 9, 2023, Meeting Minutes.

As to Item 1.c, PC motioned to approve the June 15, 2023, limited minutes, and May 9, 2023, Meeting Minutes. BS 2<sup>nd</sup>. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 2.a.1, Roofian indicated that plans were approved on 22 lots.



2. Electronic Signature

As to Item 2.a.2 2BS motion to allow management the ability to use electronic signature of board members to pay vendors after payment to vendor is approved. PC 2<sup>nd</sup> – all in favor.

3. Casa Club Discussion

As to Item 2.a.3, prior to conclusion of meeting, KS presented a document entitled “Casa Club Fairways Response to Unsubstantiated Claims of RBCA” consisting of 3 typed up pages and 5 attachment pages. A long discussion ensued over the controversy by and between Casa Club and RBCA. Statements, questions, and answers were provided by all sides. It was agreed that a representative(s) from RBCA and Casa Club would be meeting privately in pursuit of finding resolution to the controversy.

2.b Next Meeting:

Thursday, August 10, 2023, 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., meeting announced.



3. **Financial & Accounting**

- |     |   |   |   |
|-----|---|---|---|
| 3.a | Financial Summary – account balances as of August 10, 2023.   | C | \$ 66,214.71 Chase Operating Account<br>\$ 52,005.18 Chase Savings Account<br>-----<br>\$118,219.89 |
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 7/31/23. | C | \$77,904.78 – 7/31/23<br>Non-redacted version available in BOD files.                               |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 5761. Reconciliation report through 7/31/23.                     | C | \$52,005.18 – 7/31/23<br>Non-redacted version available in BOD files.                               |
| 3.d | Financial Report for July 2023.   | C | Profit & Loss [Accrual – Cash]<br>Statement of Cash Flows<br>Balance Sheet [Accrual – Cash]         |

Consent Items designated with a “C.”  
 As to Consent Items, PC motioned to approve Consent items. BS 2<sup>nd</sup>. All in favor.



Budget to Expense – through year end  
[Accrual]

3.e Outgoing Funds

RATIFICATION – Utilities/Dwelling Live

June 2023

- C 1. \$305.02 on 6/5/23 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment
- C 2. \$46.65 on 6/5/23 to California Water  
Service (account 5814588888)  
Electronic Payment
- C 3. \$102.92 on 6/7/23 to TelPlex (guard  
phone)
- C 4. \$113.48 on 6/6/23 to Spectrum (guard  
internet)
- C 5. \$630.13 on 6/7/23 to DwellingLive  
(monthly service)
- C 6. \$499.77 on 6/5/23 to DwellingLive  
(monthly service)

May 2023

- C 7. \$375.52 on 5/5/23 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment



- C 8. \$43.51 on 5/8/23 to California Water Service (account 5814588888)  
Electronic Payment
- C 9. \$105.51 on 5/8/23 to TelPlex (guard phone)
- C 10. \$113.48 on 5/8/23 to Spectrum (guard internet)
- C 11. \$630.13 on 5/8/23 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 12. \$8,730.00 to R. Stanley Security  
(Invoice 19720, 4/16/23 through 4/30/23)

CHECKS APPROVED IN LIMITED  
6/15/23 MEETING FOR  
DISBURSEMENT

- C 13. \$8,730.00 to R. Stanley Security  
(Invoice 19703, 5/1/23 through 5/15/23)
- C 14. \$9,312.00 to R. Stanley Security  
(Invoice 19749, 5/15/23 through 5/31/23)



- C 15. \$876.75 to Elite Maintenance & Tree Service (Invoice 40143, monthly landscaping, Flower service)
- C 16. \$1,842.73 HOA Management Solutions, Inc. (May 2023 services/reimbursements)
- C 17. \$200.00 to Aurelio Hernandez (janitorial June 2023)
- C 18. \$24.63 to Phil Crosby (reimbursement cooler pads)

#### CHECKS TO DISBURSE

- C 19. \$8,730.00 to R. Stanley Security (Invoice 19775, 6/1/23 through 6/15/23)
- C 20. \$0.00 to R. Stanley Security (Invoice xxx, 6/15/23 through 6/30/23)
- C 21. \$1,876.75 to Elite Maintenance & Tree Service (Invoice 41210, monthly landscaping, mainline repair, and limb removal)
- C 22. \$1,803.37 HOA Management Solutions, Inc. (June 2023 services/reimbursements)





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|-----|--|--|--|
|     | C  | 23. \$200.00 to Aurelio Hernandez<br>(Janitorial July 2023)                            |  |
|     | C  | 24. \$3,558.00 to Beaumont Tashjian,<br>(Invoice 146165, legal services, June<br>2023) |  |
| 3.f | Other Administrative / Financial<br>Items    | 1. Casa Club Billing ■   | As to Item 3.f.1, no action.   |
|     |  | 2. Rio Bravo Fairways Security Gate<br>Billing ■                                       | As to Item 3.f.2, no action.   |
|     |  | 3. PG&E Rebill case ID 6509951392<br>(placeholder)                                     | As to Item 3.f.3, no action.   |
|     |  | 4. Lien Assessments  | As to Item 3.f.4, no action.   |
| 4.  | <b><u>Regular &amp; Ongoing Business</u></b> |  |  |
| 4.a | Operational Items                            | 1. Rodeo Project Update  | As to Item 4.a.1, Tim Roofian provided a<br>brief summary in Item 2.a.1, new business. |
| 4.b | Roadway Maintenance Report                   | 1. GPM Proposal (placeholder only)   | As to Item 3.f.4, no action.   |
| 4.c | Landscape Maintenance Report                 | 1. Olive Tree Proposals (Elite and<br>Rancho)  | As to Item 4.c.1, PC presented summary<br>of tree situations and multi-vendor bids.    |



Discussion was had. PC motion to accept the Rancho Tree Service bid not exceeding \$1,850. BS 2<sup>nd</sup> – all in favor.

4.d Board Education & Training 1. Davis-Sterling Newsletter Links

As to Item 4.d.1, education material links in meeting packet.

4.e Prior Executive Session Summary

As to Item 4.e.1, discussion on collection and legal items was had. CM inquired about RVCA elections – to be addressed outside this meeting.

5. **Security Gate Business**

5.a Security Gate Report

1. Notable Activity
2. The Manors Security Gate ■
3. Cost Sharing Agreement – Guard ■

As to Items 5.a.1, 5.a.2, and 5.a.3, no action.

**Adjournment of Meeting**

Time: 6:43 p.m.

BS motioned to adjourn regular session. PC 2<sup>nd</sup> – 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 is 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.