



**Board of Directors Meeting**

May 9, 2024

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>			Meeting started at 5:15 p.m., quorum met. Items 3.f.22, 23, & 24 added for \$49.84; \$185.00, and \$85.77, respectively.

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 & CFO (PC)	Present
Bill Slocumb, Secretary (BS)	Present

**Delegates**



Montagna HOA by and through Mark Hall / Stephen Greenfield	MH & SG Present
Rio Vista HOA by and through Raj Doshi or Craig Michaud	RD Present at 5:41 p.m.
Rio Vista Estates HOA by and through Skip Staley or Art Mijarez	AM 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 Jeremy Willer	Not Present

**Guest(s)**



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 Rivera, Manager	MV Present

1.c Approval of the April 11, 2024, and March 28, 2024, Meeting Minutes.

As to Item 1.c, PC motioned to approve the April 11, 2024, and March 19, 2024, meeting minutes. BS 2nd. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Casa Club Drive Sweeping Bid

As to Item 2.a.1, PC motioned to accept the street sweeping bid. BS 2nd. All in favor.

2. Open Floor

As to Item 2.a.2, discussion on Casa Club usage in Montagna HOA.



Discussion CC&R goal setting. MV to set up Google document for goal input as first part of process.

2.b Next Meeting: Next meeting will be on Thursday, June 13, 2024, at 5:15 p.m. at Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306 and/or via Zoom Conferencing

Is to Item 2.b, meeting announced.

3. **Financial & Accounting**

3.a Financial Summary – account C \$44,527.79 Chase Operating Account  
 balances as of May 8, 2024. \$53,033.77 Chase Savings Account  
 -----  
 \$97,561.56

Consent Items designated with a “C.”  
 As to Consent Items, BS motioned to approve Consent agenda including 3 added reimbursements. PC 2nd. All in favor.

3.b Chase Bank Checking Activity, C \$70,827.77 – 4/30/24  
 Operating Account, Non-redacted version available in BOD files.  
 Reconciliation, and Bank  
 Statement for account ending  
 5572. Reconciliation report  
 through 4/30/24.

3.c Chase Bank Savings Activity, C \$53,033.77 – 4/30/24  
 Reconciliation, and Bank Non-redacted version available in BOD files.  
 Statement for account ending



5761. Reconciliation report through 4/30/24.

3.d Treasury Direct – Reserves \$100,000.00 Amount deducted: \$99,180.22 As to Item 3.d., PC/MV to review T bills with RD as maturity date approaches with Issue date: 2/20/24 Type: 8-week bill. goal of \$100K T bill at 1 year or 9-month duration; and \$50K T bill at 6-month duration.  
\$50,000.00 Amount deducted: \$49,338.99  
Issue date: 2/15/24 Type: 13-week bill

BS motioned to approve T bill investment plan. PC 2nd. All in favor.

3.e Financial Report for April 2024. C Profit & Loss [Accrual – Cash]  
Statement of Cash Flows  
Balance Sheet [Accrual – Cash]  
Budget to Expense – through year end [Accrual - Cash]

3.f Outgoing Funds RATIFICATION – Utilities/Dwelling Live  
C 1. \$483.20 on 4/2/24 PG&E  
(9301712956-5 Guard Station & Street  
\*combined\*) Electronic Payment



- C 2. \$46.37 on 4/9/24 to California Water Service (account 5814588888) Electronic Payment
- C 3. \$113.37 on 4/8/24 to TelPlex (guard phone)
- C 4. \$113.48 on 4/8/24 to Spectrum (guard internet)
- C 5. \$661.64 on 4/10/24 to DwellingLive (monthly service)

#### CHECKS TO RATIFY

- C 6. \$9,159.82 on 3/25/24 to Camera Access Technologies (Proptia conversation downpayment)
- C 7. \$7,475.00 on 4/1/24 to Rancho Tree Service (Invoice 5459)
- C 8. \$975.00 on 4/2/24 to Rancho Tree Service (Invoice 5458)

#### CHECKS TO DISBURSE

- C 9. \$9,180.00 to R Stanley Invoice 20276 4-1-24 to 4-15-24 Security Guards
- C 10. \$9,180.00 to R Stanley Invoice 20299 4-16-24 to 4-30-24 Security Guards



- C 11. \$920.53 to Elite Maintenance & Tree Service (4/30/24 Invoice 10203598)  
April 2024 monthly service
- C 12. \$650.00 to Elite Maintenance & Tree Service (4/30/24 Invoice 10203370)  
speed zone application
- C 13. \$427.52 to Elite Maintenance & Tree Service (12/15/23 Invoice 10202359)  
2 in later break and rotors
- C 14. \$427.52 to Elite Maintenance & Tree Service (11/30/23 Invoice 10202102)  
1 ½ lateral break and popups
- C 15. \$876.75 to Elite Maintenance & Tree Service (10/30/23 Invoice 10201851)  
October 2023 monthly service
- C 16. \$1,909.17 to HOA Management Solutions, Inc. (April 2024 services/reimbursements)
- C 17. \$200.00 to Aurelio Hernandez (Janitorial May 2024)
- C 18. \$139.50 to Phil Crosby – reimbursement – plumber for guard station
- C 19. \$20,319.68 to Asphalt Doctor (5-7-24 Invoice 033523) sealcoat



- C 20. \$49.84 to Mark Hall -reimbursement
- C 21. 185.00 to Phil Crosby - reimbursement
- C 22. \$85.77 to Phil Crosby - reimbursement

3.g Other Administrative / Financial Items

- |   |               |   |
|---|---------------|---|
| 1. RBGCMHOA Request Status                      | Reimbursement | As to 3.g.1, FW reported he is working on reconciliation efforts. |
| 2. Casa Club Billing ■                          |               | As to 3.g.2, no update.   |
| 3. Rio Bravo Fairways Security Gate Billing ■   |               | As to 3.g.3, no update.   |
| 4. PG&E Rebill case ID 6509951392 (placeholder) |               | As to 3.g.4, no update.   |
| 5. Lien Assessments                             |               | As to 3.g.5, no new liens.  |

4. **Regular & Ongoing Business**

4.a Operational Items

- |  |  |   |
|--|--|---|
| 1. Rodeo Project Update                      |  | As to 4.a.1, FW indicated 22 lots going forward once Cal Water resolved.          |
| 2. PG&E street light map and reporting link: |  | As to 4.a.2, MV presented link to report street light outages on Casa Club Drive. |





<https://www.pge.com/en/contact-us/report-an-issue/report-streetlight-issue.html>

4.b	Roadway Maintenance Report	1. Slurry Seal Status – completed	As to Item 4.b.1, completed.
4.c	Landscape Maintenance Report	1. Tree Work Status – completed.	As to Item 4.c.1, completed.
		2. Line Repair Bid status.	As to Item 4.c.2, pending.
		3. Anacapa Drive Landscaping status	As to Item 4.c.3, pending.
4.d	Board Education & Training	1. Davis-Sterling Newsletter Links	As to Item 4.d.1, announced.
4.e	Prior Executive Session Summary		As to Item 4.e, litigation items reviewed.
5.	<b><u>Security Gate Business</u></b>		
5.a	Security Gate Report	1. Proptia Conversion Status	As to Item 5.a.1, discussion on training date for management and guards on Proptia.
		2. Notable Activity	As to Item 5.a.2, no action.



3. Internet and Phone Conversion Status As to Item 5.a.3, no phone or internet changes will be made, Spectrum to stay.
4. Gate Repairs Status As to Items 5.a.4 through 5.a.6, no action.
5. The Manors Security Gate ■
6. Cost Sharing Agreement – Guard ■

**Adjournment of Meeting**

Time: 6:53 p.m.

BS motioned to adjourn the meeting. PC 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.



## 2024 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.