



Board of Directors Meeting

June 13, 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 5:17 p.m., quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Added amount for CPA adjustment of \$13,956.96 for Item 3.g.1.
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 via Zoom
			Bill Slocumb, Secretary (BS)	Present
			<u>Delegates</u>	



Montagna HOA by and through Mark Hall / Stephen Greenfield	MH Present
Rio Vista HOA by and through Raj Doshi or Craig Michaud	Not Present
Rio Vista Estates HOA by and through Skip Staley or Art Mijarez	SS & 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 May 9, 2024, Meeting Minutes.

As to Item 1.c, PC motioned to approve the May 9, 2024, meeting minutes. BS 2nd. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 1, resolution to allow CPA to adjust 2019 financials by \$13,956.96, if needed, discussed. Board wanted to know IRS impact and whether adjustment was a debit or credit. MV noted that adjustment is needed to bring 2019 to clean slate after



prior CPA's trial balance for 2019 could not be reconciled by current CPA.

BS motioned to approve the resolution allowing the adjustment provided information on IRS implication, and a determination of debit or credit is provided. PC 2nd. All in favor.

FW provided summary of meeting with RBCC owner JW. Discussion was had on improvements made and planned plus how communities could participate in the July 4th Fireworks Show.

Guard station air conditioner discussion had on potential improvements or upgrades.

FW present bid on sewer line repairs at the guard station and the need to bring it in compliance. The bid was \$7,400 and \$1,000 for pavement repairs. Discussion had.



PC motioned to approve the sewer line repairs no to exceed \$8,500. BS 2nd. All in favor.

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

Meeting announced.

3. **Financial & Accounting**

3.a	Financial Summary – account balances as of June 13, 2024.	C	\$113,579.30 Chase Operating Account \$53,697.76 Chase Savings Account ----- \$167,277.06
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Consent Items designated with a “C.”
As to Consent Items, PC motioned to approve Consent agenda. BS 2nd. All in favor. MV to circulate invoices after meeting.

3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statement for account ending 5572. Reconciliation report through 5/31/24.	C	\$42,900.86 – 5/31/24 Non-redacted version available in BOD files.
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3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending	C	\$53,697.76 – 5/31/24 Non-redacted version available in BOD files.
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5761. Reconciliation report through 5/31/24.

- 3.d Treasury Direct – Reserves \$100,000.00 Amount deducted: \$99,180.22
Issue date: 2/20/24 Type: 8-week bill.
\$50,000.00 Amount deducted: \$49,338.99
Issue date: 2/15/24 Type: 13-week bill
- 3.e Financial Report for May 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. \$425.59 on 5/6/24 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment
- C 2. \$43.50 on 5/7/24 to California Water
Service (account 5814588888)
Electronic Payment
- C 3. \$110.30 on 5/8/24 to TelPlex (guard
phone)



- C 4. \$113.48 on 5/6/24 to Spectrum (guard internet)
- C 5. \$661.64 on 5/8/24 to DwellingLive (monthly service)
- C 6. \$532.09 on 5/13/24 to DwellingLive (monthly service)

CHECKS TO RATIFY

- C 7. \$11,154.82 on 5/14/24 to Camera Access Technologies (Proptia conversation final payment)

CHECKS TO DISBURSE

- C 8. \$9,180.00 to R Stanley Invoice 20319 5-1-24 to 5-15-24 Security Guards
- C 9. \$9,792.00 to R Stanley Invoice 20343 5-16-24 to 5-31-24 Security Guards
- C 10. \$920.53 to Elite Maintenance & Tree Service (5/31/24 Invoice 10203835) May 2024 monthly service
- C 11. \$494.00 to Elite Maintenance & Tree Service (5/31/24 Invoice 10203801) Flowers



- C 12. \$400.00 to Elite Maintenance & Tree Service (5/31/24 Invoice 10203798)
Irrigation repairs
- C 13. \$1,876.73 to HOA Management Solutions, Inc. (June 2024 services/reimbursements)
- C 14. \$200.00 to Aurelio Hernandez (Janitorial June 2024)
- C 15. \$185.00 to America's Best Plumbing (6/12/24 contract 5536)

3.g Other Administrative / Financial Items

- 1. Adjustment Resolution for CPA As to Item 3.g.1, discussion Open Floor.
- 2. RBGCMHOA Reimbursement Request Status As to Item 3.g.2, discussed.
- 3. Casa Club Billing ■ As to Item 3.g.3, pending.
- 4. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.4, no action.
- 5. PG&E Rebill case ID 6509951392 (placeholder) As to Item 3.g.5, no action.



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| | 6. Lien Assessments | As to Item 3.g.6, no action |
| 4. | <u>Regular & Ongoing Business</u> | |
| 4.a | Operational Items | |
| | 1. Rodeo Project Update | As to Item 4.a.1, FW provided update with target of 5 homes to start and indicating discussion with Ed Coyne. |
| | 2. PG&E street light map and reporting link:
https://www.pge.com/en/contact-us/report-an-issue/report-streetlight-issue.html | As to Item 4.a.2, MV provided link to report street light failures. |
| 4.b | Roadway Maintenance Report | As to Item 4.b, no action. |
| 4.c | Landscape Maintenance Report | 1. Line Repair Bid status. As to Item 4.c.1, pending.
2. Anacapa Drive Landscaping status. As to Item 4.c.2, pending. |
| 4.d | Board Education & Training | 1. Davis-Sterling Newsletter Links. As to Item 4.d, information in meeting packet. |
| 4.e | Prior Executive Session Summary | As to Item 4.e, Board review legal issues and collections. |



5. **Security Gate Business**

5.a Security Gate Report

1. Proptia Conversion Status

As to Item 5.a.1, conversion is done but there is a learning curve and phone numbers were missing, phone dialer, and touch screen monitor discussed. 375 pages of information downloaded for back up.

2. Notable Activity

As to Item 5.a.2, some discussion on exit gate.

3. Gate Repairs Status

As to Item 5.a.3, air conditioner issues address in Open Floor.

4. The Manors Security Gate ■

As to Items 5.a.4 and 5.a.5, no action.

5. Cost Sharing Agreement – Guard ■

Adjournment of Meeting

Time: 6:29 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.