



Board of Directors Meeting

August 8, 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>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Meeting started at 5:15 p.m., quorum met.
1.b	Call to Order – Roll Call of Directors & Delegates		<u>Board of Directors</u> Fred Wiley, President (FW) Not Present Phil Crosby, Vice President & CFO (PC) Present 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	RD Present
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 Kelly Lucas	Not Present
Casa Club HOA by and through Ken Schmitz	No Present
Mario Valenzuela, Sarah Rivera, Manager	MV Present

1.c Approval of the July 11, 2024, Meeting Minutes.

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

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

2.b Next Meeting:

Next meeting will be on Thursday, September 12, 2024, at 5:15 p.m. at Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306 and/or via Zoom Conferencing

As to Item 2.b, PC announced next meeting.



3. **Financial & Accounting**

- 3.a Financial Summary – account C \$84,994.38 Chase Operating Account
 balances as of August 8, 2024. \$53,698.65 Chase Savings Account

 \$ 138,693.03
- 3.b Chase Bank Checking Activity, C \$123,486.72 – 7/31/24
 Operating Account, Non-redacted version available in BOD files.
 Reconciliation, and Bank
 Statement for account ending
 5572. Reconciliation report
 through 7/31/24.
- 3.c Chase Bank Savings Activity, C \$53,698.55 – 7/31/24
 Reconciliation, and Bank Non-redacted version available in BOD files.
 Statement for account ending
 5761. Reconciliation report
 through 7/31/24.
- 3.d Treasury Direct – Reserves \$50,000.00 Amount deducted: pending Issue
 date: 8/15/24 Type: 26-week T-Bill
 \$50,000.00 Amount deducted: pending Issue
 date: 8/20/24 Type: 17-week T-Bill

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

RD summarized the T-Bills and maturity
 amounts. RD, PC and MV made
 submission for new T-Bills earlier this
 week.



\$50,000.00 Amount deducted: \$49,338.99
Issue date: 2/15/24 Type: 13-week T-Bill
(renewed 8/8/24)

3.e Financial Report for July 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. \$418.80 on 7/2/24 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment
C 2. \$58.38 on 7/9/24 to California Water
Service (account 5814588888)
Electronic Payment
C 3. \$108.57 on 7/9/24 to TelPlex (guard
phone)
C 4. \$109.99 on 7/8/24 to Spectrum (guard
internet)

CHECKS TO RATIFY



- C 5. \$1,000.00 to Joyce Jimenez, CPA
(accounting services)

CHECKS TO DISBURSE

- C 6. \$9,180.00 to R Stanley Invoice 20487
7-1-24 to 7-15-24 Security Guards
- 7. \$-- to R Stanley Invoice xx 7-16-24 to
7-31-24 Security Guards
- C 8. \$2,000.00 to Elite Maintenance & Tree Service (7/31/24 Invoice 10204406)
Work Order 6014 irrigation line
MV inquired as to prior proposal and PC confirm the invoice as legitimate.
- C 9. \$4,000.00 to Elite Maintenance & Tree Service (7/31/24 Invoice 10204407)
Work Order 3812 irrigation line
- C 10. \$2,000.00 to Elite Maintenance & Tree Service (7/31/24 Invoice 10204427)
July 2024 monthly service
- C 11. \$1,970.89 to HOA Management Solutions, Inc. (July 2024 services/reimbursements)
- C 12. \$200.00 to Aurelio Hernandez
(Janitorial August 2024)
- C 13. \$553.00 to Beaumont and Tashjian
Invoice 4325 legal fees 7/31/24



- C 14. \$1,540.500 to Beaumont and Tashjian Invoice 4607 legal fees 7/31/24
- C 15. 428.00 to Proptia Invoice 4503 August guard portal
- C 16. \$335.56 to Phil Crosby reimbursement for guard chair
- C 17. \$161.35 to Phil Crosby reimbursement for doorknob, mailbox, etc.
- C 18. \$1,135.09 to Phil Crosby reimbursement
- 19. \$1,041.96 to T-Mobile Business – MV noted that T-Mobile sent a statement guard phone and internet – for \$1,041.96, is disputed.
DISPUTED

3.g Other Administrative / Financial Items

- 1. RBGCMHOA Reimbursement Request Status ■ As to Item 3.g.1, MV indicated the FW is working on it after the letter we sent.
- 2. Casa Club Billing ■ As to Item 3.g.2 pending.
- 3. Rio Bravo Fairways Security Gate Billing ■ As to Item 3.g.3, pending but we need to look at past due balances and need to resolve the balance. Words “Security Gate to be removed.



4. PG&E Rebill case ID 6509951392 As to Item 3.g.4, placeholder.
(placeholder)

- 5. Lien Assessments
- A. Parcel 387-610-06-6
- B. Parcel 387-610-29-8
- C. Parcel 387-342-03-00

As to Item 3.g.5, discussion had on lien assessment. MV provided details on amounts.

BS motioned to approve lien assessment on parcel 387-610-06-6. PC 2nd. All in favor.

BS motioned to approve lien assessment on parcel 387-610-29-8. PC 2nd. All in favor.

BS motioned to approve lien assessment on parcel 387-342-03-00. PC 2nd. All in favor.

4. **Regular & Ongoing Business**

4.a Operational Items

1. Rodeo Project Update

As to Item 4.a.1, PC indicated no update. MH indicated that gravel trucks have been sent up Vista Grande Drive and having to turn around. RS put sign up prohibiting construction traffic. Trucks going through Montagna HOA. PC to notify Guards. RD inquired of Casa Club infrastructure. Temporary road for initial construction.



- | | | |
|-----|---|---|
| | 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, placeholder. KL sent link for City website. |
| 4.b | Roadway Maintenance Report | As to Item 4.b, PC indicated that Vacusweep will start cleaning Casa Club Drive. Gutters need to be cleaned. |
| 4.c | Landscape Maintenance Report | |
| | 1. Line Repair Status | As to Item 4.c.1, PC discussed relocation of sprinkler lines, completed. Water station fixed. Line broke by cart path and water pressure was down causing brown spots. All fixed now and should be returning to green lawn. |
| | 2. Anacapa Drive Landscaping status | Flower bed in front of guard station flooding because knobs fully opened. PC adjusted. Behind guard station, busted sprinkler line.
As to Item 4.c.2, no update. |



- 4.d Board Education & Training
1. Davis-Sterling Newsletter Links
- As to Item 4.d, educational information in meeting packet.
- 4.e Prior Executive Session Summary
- As to Item 4.e, litigation issues discussed, meeting continued to next Thursday for more comprehensive review of collection report.
- Board disclosed RBCA was sued by non-annexed association.
5. **Security Gate Business**
- 5.a Security Gate Report
1. A/C guard status
- As to Item 5.a.1, no action.
2. Notable Activity
- As to Item 5.a.2, MH indicated that guards cannot access the Gmail account, and it needs to be fixed. MV to stop by the guard station after meeting. MV reset password, provided to MH.
- MH reported two persons have not for transponders. Phone still not working. PC indicated that AT&T working on phone panel, all phones were out. MH inquired



about hold up with Scott Meyers, PC part ordered. MH discussed toggle switch feature that is not fully functioning. Certain guard cutting corners, and on dress code.

3. The Manors Security Gate ■

As to Item 5.a.3, placeholder.

4. Cost Sharing Agreement – Guard ■

As to Item 5.a.4, placeholder.

Adjournment of Meeting

Time: 5:55 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.