



Board of Directors Meeting

January 16, 2025

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 5:20 p.m., quorum met. Added Item 3.f.21, payment to CAN for \$5,488.70 for D&O renewal.
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 Mark Hall / Stephen Greenfield	MH/SG 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	Not 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)



S Fogel (Zoom for about 20 minutes)	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	Not Present
Mario Valenzuela, Sarah Rivera, Manager	MV Present

1.c Approval of November 14, 2024, Meeting Minutes.

As to Item 1.c, PC motioned to approve the November 14, 2024, meeting minutes. BS 2nd. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Officer Elections

As to Item 2.a.1, officer elections held, 2024 officers will continue to hold same offices in 2025.

PC nominated FW for President - all in favor and accepted.



BS nominated PC for Vice President and Chief Financial Officer - all in favor and accepted.

PC nominated BS for Secretary - all in favor and accepted.

2. Account Reconciliation / Debt Review

As to Item 2.a.2, MV working on response to insurance claim denial; sending information to CPA for financials; updating reserve balance and addressing common area budgeting. Discussion had on common area budgeting and reserve balance. SG inquiring about Montagna common area. MH indicated slurry seal is done more often in Montagna. FW reference RBGMHOA holding reserve funds separately and the different dynamics at play.

3. Open Floor

As to Item 2.a.3, MH indicated annual disclosure listed DwellingLive and not Proptia. SG raised concerns about reserve funding in annual disclosure and frequency of delegate voting. MV indicated there is draft voting rules to be



implemented to address delegate voting.
Robust discussion had.

2.b Next Meeting: Next meeting will be on Thursday, February 13, 2025, 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, meeting announced.

3. **Financial & Accounting** Consent Items designated with a “C.”

3.a Financial Summary – account C	\$ 100,478.57 Chase Operating Account	As to Consent Items, PC motioned to approve Consent agenda. BS 2nd. All in favor.
balances as of January 16, 2025.	\$ 55,163.18 Chase Savings Account	
	----- \$ 155,641.75	

3.b Chase Bank Checking Activity, C	\$ 83,773.69 – 11/29/24
Operating Account,	\$ 153,982.55 – 12/31/24
Reconciliations, and Bank	Non-redacted version available in BOD files.
Statements for account ending	
5572. Reconciliation reports for	
11/29/24 through 12/31/24.	

3.c Chase Bank Savings Activity, C	\$ 5,162.93 – 11/29/24
Reconciliations, and Bank	\$ 55,163.18 – 12/31/24



Statements for account ending 5761. Reconciliation reports for 11/29/24 through 12/31/24.

Non-redacted version available in BOD files.
[For reference only, deposited to Savings on 12/17/24] \$50,000.00 Amount deducted: pending Issue date: 8/20/24 Type: 17-week T-Bill

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

3.e Financial Reports for November C and December 2024.

Profit & Loss [Accrual – Cash]
Statement of Cash Flows
Balance Sheet [Accrual – Cash]
Budget to Expense – through year end [Accrual - Cash]

3.f Outgoing Funds

C RATIFICATION – Utilities/Dwelling Live
1. \$338.23 on 11/1/24 PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment



- | | | | | | |
|---|----|----------|----|----------|--|
| C | 2. | \$434.34 | on | 12/3/24 | PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment |
| C | 3. | \$580.92 | on | 12/31/24 | PG&E
(9301712956-5 Guard Station & Street
combined) Electronic Payment |
| C | 4. | \$60.34 | on | 11/5/24 | to California Water
Service (account 5814588888)
Electronic Payment |
| C | 5. | \$64.46 | on | 12/5/24 | to California Water
Service (account 5814588888)
Electronic Payment |
| C | 6. | \$101.24 | on | 11/6/24 | to Spectrum
(guard internet) |
| C | 7. | \$101.24 | on | 12/6/24 | to Spectrum
(guard internet) |

PAYMENTS TO RATIFY

- | | | | | |
|---|----|------------|-----------|---|
| C | 1. | \$7,836.88 | on 1/2/25 | to Camera
Access Technologies (12/3/24
Invoice 6120 - Transponders) |
| C | 2. | \$9,180.00 | on 1/3/25 | to R. Stanley
(Invoice 20554 - 11/1/24 to
11/15/24) |



- C 3. \$9,486.00 on 1/3/25 to R. Stanley
(Invoice 20566 – 11/16/24 to
11/30/24)
- C 4. \$9,180.00 on 1/3/25 to R. Stanley
(Invoice 20587 – 12/1/24 to
12/15/24)

CHECKS TO DISBURSE

- C 5. \$9,792.00 to R. Stanley (Invoice 20603
12/16/24 to 12/31/24 Security
Guards)
- C 6. \$494.00 to Elite Maintenance & Tree
Service (12/2/24 Invoice 10205933
Fall color install)
- C 7. \$920.53 to Elite Maintenance & Tree
Service (12/31/24 Invoice 10205777
December 2024 monthly service)
- C 8. \$1,915.88 to HOA Management
Solutions, Inc. (November 2024
services/reimbursements)
- C 9. \$7,581.91 to HOA Management
Solutions, Inc. (December 2024
services/reimbursements)
- C 10. \$250.00 to Aurelio Hernandez
(December 2024 Janitorial Services)

As to Item 3.f.9, SF inquired December
billing with \$5K expense. MV noted that
\$5K was bond payment made to court
that was advanced. SG inquired about
whether payments made were made from
reserve funds. Discussion had an



- C 11. \$200.00 to Aurelio Hernandez allocation amount to reserves. RD
(January 2025 Janitorial Services) suggested keeping separate line entry for
- C 12. \$2,349.50 to Beaumont and Tashjian reserve allocation.
(11/30/24 Invoice 7003 legal
fees/expenses)
- C 13. \$855.00 to Beaumont and Tashjian
(12/31/24 Invoice 7360 legal
fees/expenses)
- C 14. \$428.00 to Proptia (December 2024
Invoice 5258 guard portal)
- C 15. \$428.00 to Proptia (January 2025
Invoice 5425 guard portal)
- C 16. \$175.00 to SCA Sweeping (November
2024 Invoice 2024-010016)
- C 17. \$175.00 to SCA Sweeping (December
2024 Invoice 2024-12007)
- C 18. \$526.71 to Calsentry (9/3/24 Invoice
1233-24 – Thermal Passes)
- C 19. \$526.71 to Calsentry (11/27/24
Invoice 1294-24 – Thermal Passes)
20. \$1,297.15 to T-Mobile Business and
collection letter – guard phone and
internet – DISPUTED



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|---|---|--|
| | 21. \$5,488.70 to CNA D&O insurance renewal | As to 3.f.21, BS motioned to approve payment of \$5,488.70 to CNA and renewal. BS 2nd. All in favor. |
| 3.g Other Administrative / Financial Items | 1. RBGCMHOA Reimbursement Request Status ■ | As to Item 3.g.1, FW reported RBGCMHOA is considering the MOU. |
| | 2. Casa Club Billing ■ | As to Item 3.g.2, MV presented totals on expenses. |
| | 3. Rio Bravo Fairways Billing ■ | As to Items 3.g.3 to 3.g.5, no updates. |
| | 4. PG&E Rebill case ID 6509951392 (placeholder) | |
| | 5. Cost Sharing Agreement Projects | |
| | 6. CC&R Amendment Project | As to Item 3.g.6, MV found prior bid to restate CC&Rs, ranging then from \$6K to \$9.5K. MV read summary of Option 1 and 2. MV to get updated bid for CC&R redo. |
| | 7. Lien Assessments | As to Item 3.g.7, no action. |
| 4. <u>Regular & Ongoing Business</u> | | |
| 4.a Operational Items | 1. Rodeo Project Update | As to Item 4.a.1, no update. |



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|-----|--------------------------------------|-------------------------------------|---|
| 4.b | Roadway Maintenance Report | | As to Item 4.a.1, no update. |
| 4.c | Landscape Maintenance Report | 1. Anacapa Drive Landscaping status | As to Item 4.a.1, PC reported not moving with landscaping project. Addressed certain trees with RBCC. |
| 4.d | Board Education & Training | 1. Davis-Sterling Newsletter Links | As to Item 4.d, info in packet. |
| 4.e | Prior Executive Session Summary | | As to Item 4.e, Board reviewed legal issues, took pause, and will return back to Executive Session. |
| 5. | <u>Security Gate Business</u> | | |
| 5.a | Security Gate Report | 1. A/C guard – placeholder | |
| | | 2. Notable Activity | As to Item 5.a.2, MH reported technical issues with the gate not fully closing. Motor turning but belt was not, MH tightened and troubleshooted it. Three belts ordered. MV responded to email. |
| | | | PC addressed problems with guard station. PC indicated to keep cooler and |



not air conditioner. Flowers reduced and shrubbery added.

FW address CalWater charges for line size changes. Discussion had.

PC motioned to adjourn the meeting. BS 2nd. All in favor

Adjournment of Meeting

Time: 6:54 p.m.

Δ 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 on the agenda.
4. For simplicity, initials of Board, Delegate, & Management members are used.
5. Supporting documents, if any, are placed in the 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 the BOD meeting if it is 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 the Board but is available for inspection as required by law.



2025 RBCA GOALS

Date Achieved:	Goal Description
Not Completed	1. Finalized Member Portal
Not Completed	2. Acquire the requisite easements from RBCC in 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. Amend CC&Rs