



**Board of Directors Meeting**  
TUESDAY, April 26, 2011  
 5:15 p.m. @ Rio Bravo Country Club

\_\_\_ Agenda

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> All Supporting Documents for this section are in Attachment 1.			All Board action at this meeting is subject to ratification at the May 17, 2011, meeting due to untimely posting of agenda.  Meeting started at 5:20 p.m.  Pre-meeting adjustments to agenda: item 2.j.8 amount of \$319.94 added.
1.a	Meeting Agenda Presentation			
1.b	Call to Order – Roll Call of Directors & Delegates		<b><u>Board of Directors</u></b>	Roll call conducted and attendance log signed. Quorum was reviewed and determined.
			Stephen Greenfield, President	Present
			Mark Hall, Vice President / Chief Financial Officer	Present
			A & E Union, Inc. (Trinidad Hernandez), Secretary	Not Present



**Delegates**

Montagna HOA by and through Terry Walker	Present
Rio Vista HOA by and through Rebecca Gull	Present
Rio Vista Estates HOA by and through Steve Myers	Not Present
Rio Bravo Heights, LLC / Whitaker Family Trust / Renegade Hills, LLC / Estates of Rio Bravo	Not Present
22 Basano, LLC	Not Present
Rio Bravo Enclaves, LLC	Not Present
Fuller Apartments	Not Present

**Other Guest(s)**

Mario Valenzuela, Authorized Agent	Present
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1.c Approval of March 15, 2011, meeting minutes.

MH motioned to approve March 15, 2011, meeting minutes. TH 2nd – All in Favor.



2. **Financial & Accounting Review**  
**All Supporting Documents for this section are in Attachment 2.**

CONSENT – Consent items designated with the letter “C.”

CONSENT – Consent items designated with a “C.”

Before vote, discussion was had on changes to Consent items as noted in Item 1, Pre-meeting adjustments.

MH motioned to approve CONSENT items. SG 2nd – All in Favor.

2.a	Wells Fargo Bank Balance as of April 25, 2011.	C	\$30,211.92
2.b	Capital Source Bank CD -1, Balance as of April 25, 2011. (Reserve)	C	\$43,248.50
2.c	Capital Source Bank Balance CD-2 & 3, Balance as of April 25, 2011. (Reserve)	C	\$45,572.42
2.d	Wells Fargo Bank Reconciliation Register Balance as of April 25, 2011.	C	\$21,731.94 (redacted version). Non-redacted version available in BOD files.



2.e	Profit & Loss for March 2011; April 1 to April 25, 2011.	C	
2.f	Statement of Cash Flow for March 2011; April 1 to April 25, 2011.	C	
2.g	Balance Sheet for March 2011; April 1 to April 25, 2011.	C	
2.h	Budgeted-to-Actual Expense Report (through April 2011 anticipated payments).	C	
2.j	Outgoing Funds	C C C C C C C C C C	<ol style="list-style-type: none"> <li>1. \$11,160.00 to M&amp;S Security</li> <li>2. \$176.47 to AT&amp;T with dispute letter</li> <li>3. \$31.69 to California Water</li> <li>4. \$112.35 to PG&amp;E (street - 9092)</li> <li>5. \$124.89 to PG&amp;E (guard – 9565)</li> <li>6. \$79.06 to Bright House Network</li> <li>7. \$596.96 to GateWorks</li> <li>8. \$319.94 to Mario Valenzuela (Copies, Postage, Office Supplies, Misc.)</li> <li>9. \$1,942.45 to Rio Bravo Country Club (Consolidated Service Billing</li> </ol>



– March)

10. \$1,100.00 (11 \$100 payments) to Superior Court of California

2.k Other Financial Items

1. Casa Club HOA Annexation Status
2. Fuller Apartment Status – Billing
3. Renegade Hills Purchaser Update

3. **Regular & Ongoing Business**  
**All Supporting Documents for this section are in Attachment 3.**

3.a Board Education & Training

1. Upcoming Events – 6/13/11 Bakersfield Workshop

RB mentioned that the 6/13/11 workshop would be on collections.

3.b Water Resource Board / City of Bakersfield Status Inquiry

1. Councilman Weir Appointment Status

MV to arrange meeting time with Councilman Weir and report to Board.

3.c Casa Club Drive Improvements Project / 5 Year Strategic Plan

1. Letter to A&E and Response

MV noted that A&E would like to see more proposals; is open to the idea of contributions; is willing to make arrangements with Coyne on escrowed funds for this contribution; and is



requesting that the Board also reach out to the non-annexed HOA for contribution.

Board to secure enhanced bids to address certain areas where the street made need additional work.

4. **Security Gate Business**

**All Supporting Documents for this section are in Attachment 4.**

4.a Security Gate Committee Report / Update

Any general security gate issues.

4.b Security Gate Items

1. Transponder Sales Update
2. Low battery transponders – and payment of low batteries
3. Reprint of Guard Owner Information
4. Dwelling Live Software Status
5. Gateworks Contract Term

As to item 1, MH report 309 transponders sold.

As to item 2, batteries have not been purchased.

As to item 3, MV has not printed and would ask Sarah to print backup list.

As to item 4, Board decided to have Dwelling Live to go through demonstration at next meeting.



4.c July 4<sup>th</sup> Fireworks Show Status

5. **Executive Session**  
**All Supporting Documents for  
this section are in Attachment  
5.**

Executive Sessions are held after  
close of regular meeting except for  
Prior Executive Session Summary  
Report.

1. Prior Executive Session Summary  
Report
2. Risk Management
3. Collection Report
4. Legal Action Activity
  - a. Ongoing Owner collections
  - b. HOA/Entity collections /  
foreclosure activity
  - c. Action for Entry and Special  
Assessment Notice Against  
Particular Owner
  - d. Notice of Default Against  
Particular Owner
  - e. Notice of Assessment Lien  
Against Particular Owner(s)

As to item 5, it was determined that the  
Gateworks contract term is 30 days at a  
time.

MH reported that sponsors are paying  
pyrotechnic company directly.

As to item 5.4, Board instructed MV to  
secure legal counsel's agreement regarding  
the collection on a traditional agreement,  
contingency agreement, contingency hybrid,  
or referral to a law firm that collects for  
HOAs.

As to item 5.4.e, MV to find out the current  
owner.



f. Renegade Hills Trustee's Sale  
Notice and related events

6. **New Business**

**All Supporting Documents for  
this section are in Attachment  
6.**

6.a New Items, Floor Items & Open  
Discussion

1. Vandalism & Letter to Owners  
Regarding Teenagers
2. Reserve Study
3. TH Letter to Owners

As to item 1 & 3, TH not present regarding  
letter. Some discussion about community  
vandalism during Spring Break.

As to item 2, some discussion about  
adequacy of Reserve Study related to future  
improvements.

6.b Next Meetings:

**Board of Directors Annual Meeting**

Date: Tuesday, May 17, 2011

Time: 5:15 p.m.

Location: Rio Bravo Country Club

MH motioned to approve adjourn. SG 2nd  
– All in Favor.

6.c **Adjournment of Meeting**

Time: 6:35 p.m.

**Appendices / Supplements**  
**Supporting Documents**  
**notated above are in**  
**Attachment 6.**



Notes:

1. 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 generally listed in agenda.
2. For simplicity, initials of Board, Delegate, & Management members are used.
3. 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.
4. Supplemental information to be provided at BOD meeting if it becomes available.
5. Items “Retained on agenda” because an open question or issue remains unresolved or because of a repetitive nature per Board directive.
6. 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.