

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

TUESDAY, May 30, 2017

6:00 p.m. @ Management Office located at 1430 Truxtun Avenue, Fifth Floor, Bakersfield, CA 93301

X **Agenda & Management Summary** __ Minutes

<u>No.</u>	<u>Item Description</u>	<u>Time</u>	<u>Discussion</u>	<u>Action</u>
1.	<u>Commencement of Meeting</u>	10		Meeting started at:
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda:
1.b	Call to Order – Roll Call of Directors		<u>Board of Directors</u>	
			Fred Wiley, President (FW)	
			Raj Doshi, Vice President and Chief Financial Officer (RD)	
			Phil Crosby, Secretary (PC)	
			Ben Adams, Member at Large (BA)	
			Jeffrey Thompson, Member at Large (JT)	
			<u>Other Guest(s)</u>	

RIO VISTA COMMUNITY ASSOCIATION

HOA Management Solutions, Inc. by and through Sarah Resa (SR) or Mario Valenzuela (MV)	
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1.c Approval of March 28, 2017, Board meeting minutes.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion 1. Rio Bravo Country Club Status
2. Open Floor

2.b Next Meeting: **Board of Directors Meeting**
Date: Tuesday, July 25, 2017
Time: 6:00 p.m.
Location: Rio Bravo Country Club

3. **Financial & Accounting** 15
Section 3 Supporting Documents in Attachment 3.

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

3.a Financial Summary – account balances as of May 30, 2017. C

\$145,723.79 Chase Operating Account
\$25,175.02 Chase Savings Account
\$101,456.77* Chase Certificate of Deposit

\$272,355.58

RIO VISTA COMMUNITY ASSOCIATION

3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 4/28/17 and 3/31/17.	C	\$140,660.49 [4/28/17] \$138,092.56 [3/31/17]
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation reports through 4/28/17 and 3/31/17.	C	\$25,175.02 [4/28/17] \$25,174.25 [3/31/17]
3.d	Chase Bank Certificate of Deposit Activity. Issue Date 2/2/16. Maturity Date 8/2/17. Term 18 months. Rate 0.45% Annual Percentage Yield 0.45%	C	*Interest Earned Not Yet Paid \$456.77
3.e	Financial Reports for April and March 2017.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report
3.f	Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.	C	RATIFICATION – Cal Water 1. \$87.94 on 5/8/17 to California Water Service (account 9554734079) Electronic Payment

RIO VISTA COMMUNITY ASSOCIATION

- C 2. \$223.60 on 5/8/17 to California Water Service (account 3299590663) Electronic Payment
- C 3. \$109.43 on 5/8/17 to California Water Service (account 7344360372) Electronic Payment
- C 4. \$36.60 on 4/3/17 to California Water Service (account 9554734079) Electronic Payment
- C 5. \$54.31 on 4/3/17 to California Water Service (account 3299590663) Electronic Payment
- C 6. \$38.57 on 4/3/17 to California Water Service (account 7344360372) Electronic Payment
- RATIFICATION – PG&E
- C 7. \$133.73 on 5/12/17 to PG&E (8505317686-4) Electronic Payment
- C 8. \$126.45 on 4/11/17 to PG&E (8505317686-4) Electronic Payment
- RATIFICATION – OTHER
- None
- CHECKS TO DISBURSE
- C 1. \$1,843.36 to HOA Management Solutions, Inc. (4/2017)
- C 2. \$1,134.72 to HOA Management Solutions, Inc. (3/2017)

RIO VISTA COMMUNITY ASSOCIATION

	C	3.	\$785.00 to Plahn Landscape (4/2017 service)
	C	4.	\$0.00 to The Manors (cost sharing) [disputed]
	C	5.	\$0.00 to Law Offices of Pamela Abbott Moore (legal services) [disputed]
		6.	\$1,020.00 to Rio Bravo Country Club (meetings) [disputed]
3.g	Other Financial Items	15	1. Vendor Agreements Portal
			2. Cal Water Damage – Small Claims Status – Re-filed Δ
			3. Lordon Project (placeholder)
4.	<u>Regular & Ongoing Business</u> Section 4 Supporting Documents in Attachment 4.	40	
4.a	Operational Items		1. Architectural Report
			2. Inspection Activity Report
			3. Drainage & Flood Mitigation / Bid Status
			4. Reserve Study Bid
4.b	Roadway Maintenance		1. Slurry Seal / Core Samples
4.c	Landscape Maintenance		1. Drainage Outlet Cleaning – Bid status

RIO VISTA COMMUNITY ASSOCIATION

2. Mailbox Enhancement Project

- 4.d Board Education & Training Davis-Sterling Newsletter Topic Items and Links
- 4.e Summary of Prior Executive Session Report

Adjournment of Meeting

Time:

Notes:

1. Unless indicated, a quorum has been determined to exist if minutes are approved for the respective meeting date indicated.
2. 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.
3. For simplicity, initials of Board & Management members are used.
4. Supporting documents, if any, are placed in order of the appropriate section.
5. Supplemental information to be provided at BOD meeting if it becomes available.
6. Certain information may be redacted in part because of privacy or other reasons per direction of Board but is available for inspection as required by law.