

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

MONDAY, July 3, 2017

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

— Agenda & Management Summary

XMinutes

<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: 6:00 p.m., quorum met. May 30, 2017, Meeting Packet with updates utilized due to no quorum and no meeting on May 30, 2017.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: <ol style="list-style-type: none"> 1. ACC update 2. Updates to Items 3.f.9; 3.f.10; and 3.f.11 became checks for ratification and not disbursement. 3. Plahn Landscaping Invoice 4. HOA Management Invoice
1.b	Call to Order – Roll Call of Directors		<u>Board of Directors</u>	
			Fred Wiley, President (FW)	Present
			Raj Doshi, Vice President and Chief Financial Officer (RD)	Present

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Phil Crosby, Secretary (PC)	Present
Ben Adams, Member at Large (BA)	Not Present
Jeffrey Thompson, Member at Large (JT)	Not Present

Other Guest(s)

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

Board reviewed the minutes. PC motioned to approve the March 28, 2017, meeting minutes. RD 2nd – All in Favor.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. Rio Bravo Country Club Status
2. Open Floor

As to Item 2.a.1, general discussion as to the most recent status of the Club’s sale, the memberships offer, and discussion on how to support keeping the Club open.

As to Item 2.a.1, Via Palermo PG&E street pole.

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2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, August 22, 2017

Time: 6:00 p.m.

Location: Rio Bravo Country Club

3.	<u>Financial & Accounting</u> Section 3 Supporting Documents in Attachment 3.	15		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	PC motioned to approve CONSENT items. RD 2nd – All in Favor.
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]	

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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
		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

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- 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)
- 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]
- C 6. \$1,020.00 to Rio Bravo Country Club (meetings) [disputed]

3.g Other Financial Items

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1. Vendor Agreements Portal

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| | 2. Cal Water Damage – Small Claims Status – Re-filed Δ | As to Item 3.g.2, MV to refile, claim of \$3.280. |
| | 3. Lordon Project (placeholder) | As to Item 3.g.3, MV to request invoice for services. |
| 4. | <u>Regular & Ongoing Business</u> 40 | |
| | Section 4 Supporting Documents in Attachment 4. | |
| 4.a | Operational Items | |
| | 1. Architectural Report | As to Item 4.a.1, Nair ACC application approved, application fee to be refunded. PC indicated application fee eliminated. |
| | 2. Inspection Activity Report | As to Item 4.a.1, golf course lots with visible pool equipment needs letter.

Board discussed various violations. SR to create spreadsheet to map of lots related to violations. |
| | 3. Drainage & Flood Mitigation / Bid Status | As to Item 4.a.3, discussed response to letter seeking coordinated response to Cornerstone. RVECA responded, no longer participating. Contractor complaint. |
| | 4. Reserve Study Bid | As to Item 4.a.4, discussion of reserve study renewal. |

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PC motioned to approve and enter into contract for Level 2 Loyalty with Barrera & Co. RD 2nd – All in Favor.

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| 4.b | Roadway Maintenance | 1. Slurry Seal / Core Samples | MV sought clarification of core samples. GPM analysis needed for determination of 30 year, 25-year or less replacement estimate. Some areas have severe cracking. |
| 4.c | Landscape Maintenance | 1. Drainage Outlet Cleaning – Bid status | As to Item 4.c.1, MV to find out if RBCC will continue cleanings or if there is a need for an independent company to clean. |
| | | 2. Mailbox Enhancement Project | As to Item 4.c.2, no action. |
| 4.d | Board Education & Training | Davis-Sterling Newsletter Topic Items and Links | In packet. |
| 4.e | Summary of Prior Executive Session Report | | |
| | <u>Adjournment of Meeting</u> | Time: 7:23 p.m. | PC motioned to adjourn meeting. RD 2nd – All in Favor |

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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.