

# RIO VISTA COMMUNITY ASSOCIATION

## Board of Directors Meeting

WEDNESDAY, August 30, 2017

6:00 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306

## X Agenda & Management Summary

\_\_ Minutes

<u>No.</u>	<u>Item Description</u>	<u>Time</u>	<u>Discussion</u>	<u>Action</u>
1.	<b><u>Commencement of Meeting</u></b>	10		Meeting started at:
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: 1. Resetting Nominee Solicitation and/or Election Date/Annual Meeting (lack of nominees)

1.b Call to Order – Roll Call of  
Directors

### Board of Directors

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)	

# RIO VISTA COMMUNITY ASSOCIATION

<u>Other Guest(s)</u>
HOA Management Solutions, Inc. by and through Sarah Resa (SR) or Mario Valenzuela (MV)

1.c Approval of July 3, 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, September 26, 2017  
Time: 6:00 p.m.  
Location: Rio Bravo Country Club

3. **Financial & Accounting** 15 CONSENT – Consent items designated with the letter “C.”  
Section 3 Supporting Documents in Attachment 3.

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

	\$148,442.18 Chase Operating Account
	\$25,177.43 Chase Savings Account
	\$101,683.77* Chase Certificate of Deposit
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# RIO VISTA COMMUNITY ASSOCIATION

			\$275,303.38
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 5/31/17, 6/30/17 and 7/31/17.	C	\$141,283.71 [5/31/17] \$144,082.53 [6/30/17] \$144,580.88 [7/31/17]
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation reports through 5/31/17, 6/30/17 and 7/31/17.	C	\$25,175.93 [5/31/17] \$25,176.75 [6/30/17] \$25,177.60 [7/31/17]
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	Automatic renewal on 8/2/17 Balance \$101,683.43
3.e	Financial Reports for May, June, and July 2017.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report

# RIO VISTA COMMUNITY ASSOCIATION

3.f	Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.		RATIFICATION – Cal Water
		C	1. \$160.69 on 8/7/17 to California Water Service (account 9554734079) Electronic Payment
		C	2. \$573.35 on 8/7/17 to California Water Service (account 3299590663) Electronic Payment
		C	3. \$242.83 on 8/7/17 to California Water Service (account 7344360372) Electronic Payment
		C	4. \$178.71 on 7/5/17 to California Water Service (account 9554734079) Electronic Payment
		C	5. \$597.40 on 7/5/17 to California Water Service (account 3299590663) Electronic Payment
		C	6. \$274.87 on 7/5/17 to California Water Service (account 7344360372) Electronic Payment
		C	7. \$114.76 on 6/5/17 to California Water Service (account 9554734079) Electronic Payment
		C	8. \$331.12 on 6/5/17 to California Water Service (account 3299590663) Electronic Payment
		C	9. \$164.84 on 6/5/17 to California Water Service (account 7344360372) Electronic Payment

# RIO VISTA COMMUNITY ASSOCIATION

## RATIFICATION – PG&E

- C 10. \$121.83 on 8/11/17 to PG&E  
(8505317686-4) Electronic  
Payment
- C 11. \$116.00 on 7/11/17 to PG&E  
(8505317686-4) Electronic  
Payment
- C 12. \$117.46 on 6/12/17 to PG&E  
(8505317686-4) Electronic  
Payment

## RATIFICATION – OTHER

- 13. \$1,592.95 on 7/11/17 to HOA  
Management Solutions, Inc.  
(5/2017)
- 14. \$974.00 to Plahn Landscape  
(4/2017 service)
- 15. \$1,878.00 to Plahn Landscape  
(5/2017 service, repairs, extras)

## CHECKS TO DISBURSE

- 16. \$1,062.46 to HOA Management  
Solutions, Inc. (6/2017)
- 17. \$1,070.10 to HOA Management  
Solutions, Inc. (7/2017)
- 18. \$785.00 to Plahn Landscape  
(6/2017 service)
- 19. \$1,48.00 to Plahn Landscape  
(7/2017 service, repairs, fertilizer)
- 20. \$0.00 to The Manors (cost sharing)  
[disputed]

# RIO VISTA COMMUNITY ASSOCIATION

		21. \$0.00 to Law Offices of Pamela Abbott Moore (legal services) [disputed]	
3.g	Other Financial Items	15	<ol style="list-style-type: none"><li>1. Vendor Agreements Portal</li><li>2. Cal Water Damage – Small Claims Status – Re-filed <b>Δ</b></li><li>3. Lordon Project (placeholder)</li></ol>
4.	<b><u>Regular &amp; Ongoing Business</u></b>	40	
	Section 4 Supporting Documents in Attachment 4.		
4.a	Operational Items		<ol style="list-style-type: none"><li>1. Architectural Report</li><li>2. Inspection Activity Report</li><li>3. Drainage &amp; Flood Mitigation / Bid Status</li></ol>
4.b	Roadway Maintenance		<ol style="list-style-type: none"><li>1. Slurry Seal / Core Samples</li></ol>
4.c	Landscape Maintenance		<ol style="list-style-type: none"><li>1. Drainage Outlet Cleaning – Bid status</li></ol>
4.d	Board Education & Training		Davis-Sterling Newsletter Topic Items and Links
4.e	Summary of Prior Executive Session Report		

## **Adjournment of Meeting**

Time:

# RIO VISTA COMMUNITY ASSOCIATION

## 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.