

# RIO VISTA COMMUNITY ASSOCIATION

## Annual Board of Directors Meeting / Special Meeting – Elections

TUESDAY, October 24, 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.b	Call to Order – Roll Call of Directors		<b><u>Board of Directors</u></b>	
			<u>Fred Wiley, President (FW)</u>	
			<u>Raj Doshi, Vice President and Chief Financial Officer (RD)</u>	
			<u>Phil Crosby, Secretary (PC)</u>	
			<u>Ben Adams, Member at Large (BA)</u>	
			<u>Jeffrey Thompson, Member at Large (JT)</u>	

### **Other Guest(s)**

# 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 August 30, 2017, Board meeting minutes.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. Ballot Count / Inspector of Elections
2. Election/Designation of Delegate and Alternative Delegate
3. Nomination and Election of Officers
4. Four Fairways Debris Filter Cost Sharing
5. Open Floor

2.b Next Meeting:

**Board of Directors Meeting**

Date: Tuesday, November 28, 2017

Time: 6:00 p.m.

Location: Rio Bravo Country Club

3. **Financial & Accounting** 15

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

# RIO VISTA COMMUNITY ASSOCIATION

Section 3 Supporting Documents in Attachment 3.

3.a	Financial Summary – account balances as of October 23, 2017.	C	\$149,154.46 Chase Operating Account \$25,179.25 Chase Savings Account \$101,683.43* Chase Certificate of Deposit ----- \$276,017.14
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 8/31/17 and 9/29/17.	C	\$141,258.34 [8/31/17] \$143,931.94 [9/29/17]
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation reports through 8/31/17 and 9/29/17.	C	\$25,178.45 [8/31/17] \$25,179.25 [9/29/17]
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

# RIO VISTA COMMUNITY ASSOCIATION

- 3.e Financial Reports for August and September 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. \$170.71 on 9/5/17 to California Water Service (account 9554734079) Electronic Payment
  2. \$659.48 on 9/5/17 to California Water Service (account 3299590663) Electronic Payment
  3. \$256.84 on 9/5/17 to California Water Service (account 7344360372) Electronic Payment
  4. \$160.69 on 10/4/17 to California Water Service (account 9554734079) Electronic Payment
  5. \$629.44 on 10/4/17 to California Water Service (account 3299590663) Electronic Payment
  6. \$242.83 on 10/4/17 to California Water Service (account 7344360372) Electronic Payment

RATIFICATION – PG&E

# RIO VISTA COMMUNITY ASSOCIATION

C 7. \$119.52 on 10/10/17 to PG&E  
(8505317686-4) Electronic  
Payment

C 8. \$119.37 on 9/12/17 to PG&E  
(8505317686-4) Electronic  
Payment

## RATIFICATION – OTHER

n/a

## CHECKS TO DISBURSE

C 9. \$1,066.15 to HOA Management  
Solutions, Inc. (9/2017)

C 10. \$1,170.60 to HOA Management  
Solutions, Inc. (8/2017)

C 11. \$818.00 to Plahn Landscape  
(9/2017 service)

C 12. \$860.00 to Plahn Landscape  
(8/2017 service, repairs, fertilizer)

C 13. \$0.00 to The Manors (cost sharing)  
[disputed]

C 14. \$0.00 to Law Offices of Pamela  
Abbott Moore (legal services)  
[disputed]

3.g Other Financial Items

- 15
1. Vendor Agreements Portal
  2. Cal Water Damage – Small Claims  
Status – Re-filed, set for 11/9/17  
@ 8:30 a.m. ▲
  3. Lordon Project (placeholder)

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- 4. 2018 Draft Budget
- 4. **Regular & Ongoing Business** 40  
Section 4 Supporting Documents in Attachment 4.
- 4.a Operational Items
  - 1. Architectural Report
  - 2. Inspection Activity Report
  - 3. Drainage & Flood Mitigation / Bid Status
  - 4. Special Meeting – Violation & Fine Meeting
  - 5. 2018 Calendar of Events
- 4.b Roadway Maintenance
  - 1. Slurry Seal / Core Samples
- 4.c Landscape Maintenance
  - 1. Drainage Outlet Cleaning – Bid status
  - 2. Mailbox Enhancement Project
  - 3. Backflow Regulation Authority
- 4.d Board Education & Training
  - Davis-Sterling Newsletter Topic Items and Links
- 4.e Summary of Prior Executive Session Report

# RIO VISTA COMMUNITY ASSOCIATION

## 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.