

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

TUESDAY, January 30, 2018

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.	<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			

Board of Directors

Fred Wiley, President (FW)	
Phil Crosby, Vice President (PC)	
Raj Doshi, Chief Financial Officer (RD)	
Jeffrey Thompson, Secretary (JT)	
Ben Adams, Member at Large (BA)	

Other Guest(s)

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HOA Management Solutions, Inc. by and through Sarah Resa (SR) or Mario Valenzuela (MV)	
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1.c Approval of December 5, 2017, Board meeting minutes.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion 1. Open Floor

2.b Next Meeting: **Board of Directors Meeting**
Date: Tuesday, March 27, 2018
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 January 22, 2018.	C	\$155,020.21 Chase Operating Account \$ 25,181.75 Chase Savings Account \$101,683.43* Chase Certificate of Deposit ----- \$281,885.39
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3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 12/29/2017.	C	\$145,901.20 [12/29/17] \$148,926.30 [11/30/17]
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 12/29/17.	C	\$25,181.75 [12/29/17] \$25,180.95 [11/30/17]
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 November and December 2017.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report
3.f	Outgoing Funds – Ratification of Ratification of electronic		RATIFICATION – Cal Water

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payments and approval of
payments to issue.

- C 1. \$80.46 on 1/2/18 to California
Water Service (account
9554734079) Electronic Payment
- C 2. \$210.36 on 1/2/18 to California
Water Service (account
3299590663) Electronic Payment
- C 3. \$188.40 on 1/2/18 to California
Water Service (account
7344360372) Electronic Payment
- C 4. \$134.42 on 12/4/17 to California
Water Service (account
9554734079) Electronic Payment
- C 5. \$494.16 on 12/4/17 to California
Water Service (account
3299590663) Electronic Payment
- C 6. \$198.37 on 12/4/17 to California
Water Service (account
7344360372) Electronic Payment

RATIFICATION – PG&E

- C 7. \$139.94 on 1/9/18 to PG&E
(8505317686-4) Electronic
Payment
- C 8. \$124.60 on 12/8/17 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

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None

CHECKS TO DISBURSE

- | | | | |
|-----|---|--|--|
| | C | 9. \$1,125.25 to HOA Management Solutions, Inc. (12/2017) | |
| | C | 10. \$865.00 to Plahn Landscape (12/2017 service, sprinkler repair) | |
| | C | 11. \$1,712.00 to Farmer's Insurance Liability Renewal | |
| | C | 12. \$567.00 to Farmer's Insurance Worker's Compensation Renewal | |
| | C | 13. \$0.00 to The Manors (cost sharing) [disputed] | |
| | | 14. \$0.00 to Law Offices of Pamela Abbott Moore (legal services) [disputed] | |
| 3.g | Other Financial Items | 15 | <ol style="list-style-type: none"> 1. Vendor Agreements Portal 2. Lordon Project (placeholder) 3. Final Reserve Study – Budget Impact |
| 4. | <u>Regular & Ongoing Business</u>
Section 4 Supporting Documents in Attachment 4. | 40 | |
| 4.a | Operational Items | | <ol style="list-style-type: none"> 1. Architectural Report 2. Inspection Activity Report |

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3. Special Meeting for Hearings
4. Drainage & Flood Mitigation

4.b Roadway Maintenance

4.c Landscape Maintenance

1. Drainage Outlet Cleaning
2. The Manors Debris Filter
3. Backflow Regulation Authority

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.