

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

— Agenda & Management Summary

X 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: 6:33 p.m., quorum met.
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)	Present
Phil Crosby, Vice President (PC)	Present
Raj Doshi, Chief Financial Officer (RD)	Present
Jeffrey Thompson, Secretary (JT)	Present
Ben Adams, Member at Large (BA)	Not Present

Other Guest(s)

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

Board reviewed the minutes. PC motioned to approve the December 5, 2017, meeting minutes. JT 2nd – All in Favor.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. Board Member Removal

As to Item 2.a.1, Board Member removal, resignation email. Discussion had on BA resignation and attendance at board meetings including review of Bylaws. PC motioned to removal board member BA for violation of board member obligations under the Bylaws, Section 6.3, including missing four consecutive board meetings. JT 2nd – All in Favor.

2. Open Floor

As to Item 2.a.2, discussion had on faded paint to homes. MV to send flyer regarding faded paint requesting owners to maintain trim and any faded portion of home that is visible to community. Also discussed, garage thefts and security concerns in community.

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2.b	Next Meeting:		Board of Directors Meeting Date: Tuesday, March 27, 2018 Time: 6:00 p.m. Location: Rio Bravo Country Club	Noted.
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 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	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 12/29/2017.	C	\$145,901.20 [12/29/17] \$148,926.30 [11/30/17]	Discussion had as to Banking Resolution for JT to add JT to bank account. FW motioned to approve Banking Resolution adding JT to all association bank accounts as a signer. RD 2nd – All in Favor.
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending	C	\$25,181.75 [12/29/17] \$25,180.95 [11/30/17]	

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8065. Reconciliation report through 12/29/17.

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	MV to investigate penalty if RVCA moves funds to other product, such as American Express savings bond.
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 payments and approval of payments to issue.	C	RATIFICATION – Cal Water 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	

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- 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

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

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	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	<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 As to Item 4.a.1, private meeting was held over ACC application for homeowner SH at 15007 Via Napoli Drive. SH will alter initial plan and re-submit modified plan for approval. 2. Inspection Activity Report As to Item 4.a.2 and 4.3, meeting planned for 2/13/18 at 5:30 p.m. per discussion. 3. Special Meeting for Hearings 4. Drainage & Flood Mitigation As to Item 4.a.4, MV to reach out to Betsy for copy of signed agreement to Cornerstone to send to regulatory agency.

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4.b Roadway Maintenance

4.c Landscape Maintenance

1. Drainage Outlet Cleaning

As to Item 4.c.1, MV reported discussions with vendor for bid proposal. Larry to come out on 1/31/18. PC to be contacted.

2. The Manors Debris Filter

As to Item 4.c.2, JT working on bids for cap to drain by getting two additional bids.

3. Backflow Regulation Authority

As to Item 4.c.3, MV reported that Backflow testing to be completed.

4.d Board Education & Training

Davis-Sterling Newsletter Topic Items and Links

Newsletter links included in packet.

4.e Summary of Prior Executive Session Report

Discussion was had on collection report, special meeting for violations, and litigation update.

Adjournment of Meeting

Time: 7:48 p.m.

PC motioned to adjourn meeting. FW 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.