

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

TUESDAY, March 27, 2018

3:00 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306

X Agenda & Management Summary

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<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		<p align="center"><u>Board of Directors</u></p> <table border="1"> <tr><td>Fred Wiley, President (FW)</td><td></td></tr> <tr><td>Phil Crosby, Vice President (PC)</td><td></td></tr> <tr><td>Raj Doshi, Chief Financial Officer (RD)</td><td></td></tr> <tr><td>Jeffrey Thompson, Secretary (JT)</td><td></td></tr> <tr><td>Vacant, Member at Large</td><td></td></tr> </table> <p align="center"><u>Other Guest(s)</u></p> <table border="1"> <tr><td></td><td></td></tr> </table>	Fred Wiley, President (FW)		Phil Crosby, Vice President (PC)		Raj Doshi, Chief Financial Officer (RD)		Jeffrey Thompson, Secretary (JT)		Vacant, Member at Large				
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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 January 30, 2018, 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, May 29, 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 March 26, 2018.	C	\$153,334.36 Chase Operating Account \$ 25,183.43 Chase Savings Account \$101,683.43* Chase Certificate of Deposit ----- \$280,201.22
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3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 2/28/18.	C	\$148,820.72 [1/31/18] \$148,425.22 [2/28/18]
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 2/28/18.	C	\$25,182.66 [1/31/18] \$25,183.43 [2/28/18]
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 January and February 2018.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report

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- 3.f Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.
- | | |
|---|---|
| C | RATIFICATION – Cal Water |
| C | 1. \$55.14 on 3/5/18 to California Water Service (account 9554734079) Electronic Payment |
| C | 2. \$175.55 on 3/5/18 to California Water Service (account 3299590663) Electronic Payment |
| C | 3. \$65.89 on 3/5/18 to California Water Service (account 7344360372) Electronic Payment |
| C | 4. \$53.55 on 2/5/18 to California Water Service (account 9554734079) Electronic Payment |
| C | 5. \$179.15 on 2/5/18 to California Water Service (account 3299590663) Electronic Payment |
| C | 6. \$67.95 on 2/5/18 to California Water Service (account 7344360372) Electronic Payment |
| C | RATIFICATION – PG&E |
| C | 7. \$130.23 on 3/13/18 to PG&E (8505317686-4) Electronic Payment |
| C | 8. \$145.85 on 2/9/18 to PG&E (8505317686-4) Electronic Payment |

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RATIFICATION – OTHER

- C 9. \$788.29 on 3/5/18 to American Fabrication) Electronic Payment
- C 10. \$4,050.00 on 2/2/18 to Rancho Tree Service (tree service)

CHECKS TO DISBURSE

- C 1. \$1,125.00 to Plahn Landscape (1/2018 service, sprinkler repair)
- C 2. \$890.00 to Plahn Landscape (2/2018 service, sprinkler repair)
- C 3. \$126.00 to Plahn Landscape (7/31/16 Invoice 107010 differential)
- C 4. \$980.00 to Plahn Landscape (3/28/17 Invoice 107695)
- C 5. \$785.00 to Plahn Landscape (6/30/17 Invoice 107962)
- C 6. \$1,277.39 to HOA Management Solutions, Inc. (2/2018)
- C 7. \$1,144.79 to HOA Management Solutions, Inc. (1/2018)

- 3.g Other Financial Items 15
 - 1. Vendor Agreements Portal
 - 2. Lordon Project (placeholder)

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4. **Regular & Ongoing Business** 40
Section 4 Supporting Documents in Attachment 4.
- 4.a Operational Items
1. Architectural Report
 2. Inspection Activity Report
 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
- 4.d Board Education & Training
- Davis-Sterling Newsletter Topic Items and Links
- 4.e Summary of Prior Executive Session Report
- Adjournment of Meeting** Time:

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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.