

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

— 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: 3:30 p.m., quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: 1. Item 4.a.1, ACC application for 5016 Via Palermo added.
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)	Not Present
Jeffrey Thompson, Secretary (JT)	Present
Vacant, Member at Large	N/A

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

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|--------------------------------------|---|----|---|--------------------------------------|---------------------------------------|------------------------------------|------------------------|
| 1.c | Approval of January 30, 2018, Board meeting minutes. | | Board reviewed the minutes. PC motioned to approve the January 30, 2018, meeting minutes. JT 2nd – All in Favor. | | | | |
| 2. | <u>New Business</u> | 10 | | | | | |
| 2.a | New Items, Floor Items & Open Discussion | | 1. Open Floor | | | | |
| 2.b | Next Meeting: | | <p>Board of Directors Meeting
 Date: Tuesday, May 29, 2018
 Time: 6:00 p.m.
 Location: Rio Bravo Country Club</p> | | | | |
| 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 March 26, 2018. | C | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">\$153,334.36 Chase Operating Account</td> <td style="width: 40%;">PC motioned to approve CONSENT items.</td> </tr> <tr> <td>\$ 25,183.43 Chase Savings Account</td> <td>JT 2nd – All in Favor.</td> </tr> </table> | \$153,334.36 Chase Operating Account | PC motioned to approve CONSENT items. | \$ 25,183.43 Chase Savings Account | JT 2nd – All in Favor. |
| \$153,334.36 Chase Operating Account | PC motioned to approve CONSENT items. | | | | | | |
| \$ 25,183.43 Chase Savings Account | JT 2nd – All in Favor. | | | | | | |

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\$101,683.43* Chase Certificate of Deposit

\$280,201.22

- | | | | |
|-----|---|---|--|
| 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
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
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

As to Item 4.a.1, ACC met with SH on 15007 Via Napoli Drive application regarding plans, gate, cemented area, driveway, vehicle parking, and fascia stone work. Discussion was had. SH indicated that SH will not extend cemented area as originally planned. ACC approved project provided type of rock/stone be identified for the entry. MV to notify SH.

As to Item 4.a.1, ACC met with KY on 5016 Palermo Drive application for pool. Discussion was had, ACC approved ACC application for pool as presented. MV to notify KW.

2. Inspection Activity Report

As to Item 4.a.2, MV presented two additional letters mailed out on 2/17/18 related to compliance.

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	3. Special Meeting for Hearings	As to Item 4.a.3, MV sought a new date for hearings and meetings on previously sent compliance letters. A new date was set for 4/10/18 at 5:30 p.m.
	4. Drainage & Flood Mitigation	MV reported no update from state agency.
4.b	Roadway Maintenance	Discussion about street sweeping had. MV to get a bi-monthly street sweeping bid. JT reported street light in front of 15002 Via Napoli Drive was not working. MV to contact vendor.
4.c	Landscape Maintenance	1. Drainage Outlet Cleaning 2. The Manors Debris Filter As to Item 4.c.1, PC described the drainage clean-out work. MV noted no invoices have been received, PC to contact Roto-Rooter for invoices. As to Item 4.c.2, this item is complete.
4.d	Board Education & Training	Davis-Sterling Newsletter Topic Items and Links Newsletter topic links included in agenda packet.

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4.e Summary of Prior Executive
Session Report

Discussion was had on special meeting for violations, and ongoing joint litigation with RVECA against The Manors.

Adjournment of Meeting

Time: 4:08 p.m.

PC motioned to adjourn meeting. JT 2nd – All in Favor.

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.