

# RIO VISTA COMMUNITY ASSOCIATION

## Board of Directors Meeting

TUESDAY, August 21, 2018

4:00 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		
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>	

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

1.c Approval of July 24, 2018, Board meeting minutes.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. 2018 Budget Preparation
2. Appointment to Board Vacancy
3. Open Floor

2.b Next Meeting: **Board of Directors Budget Meeting**  
 Date: Tuesday, September 25, 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.”

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3.a	Financial Summary – account balances as of August 21, 2018.	C	\$152,453.61 Chase Operating Account \$ 25,187.63 Chase Savings Account \$101,988.94* Chase Certificate of Deposit ----- \$279,630.18
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 7/31/18.	C	\$142,917.64
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 7/31/18.	C	\$25,187.63
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 July 2018.	C	Profit & Loss Statement of Cash Flows Balance Sheet

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## Budget to Expense Reserve Report

3.f Outgoing Funds – Ratification  
of Ratification of electronic  
payments and approval of  
payments to issue.

- RATIFICATION – Cal Water
- C 1. \$153.62 on 8/6/18 to California  
Water Service (account  
9554734079) Electronic Payment
  - C 2. \$460.88 on 8/6/18 to California  
Water Service (account  
3299590663) Electronic Payment
  - C 3. \$239.90 on 8/6/18 to California  
Water Service (account  
7344360372) Electronic Payment

- RATIFICATION – PG&E
- C 4. \$96.87 on 8/10/18 to PG&E  
(8505317686-4) Electronic  
Payment

RATIFICATION – OTHER  
None

- CHECKS TO DISBURSE
- C 1. \$1,177.00 to Plahn Landscaping  
(7/2018 service, fertilizer, repairs)
  - C 2. \$1,124.39 to HOA Management  
Solutions, Inc. (7/2018)

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			3. \$3,600.00 to Plahn Landscaping (bark)
3.g	Other Financial Items	15	1. Vendor Agreements Portal 2. Lordon Project (placeholder)
4.	<b><u>Regular &amp; Ongoing Business</u></b> Section 4 Supporting Documents in Attachment 4.	40	
4.a	Operational Items		1. Architectural Report - 15003 Via Napoli Drive 2. Inspection Activity Report / Follow up 3. Next Inspection/Fine Hearings 4. Drainage & Flood Mitigation - Response from State
4.b	Roadway Maintenance		
4.c	Landscape Maintenance		
4.d	Board Education & Training		Davis-Sterling Newsletter Topic Items and Links
4.e	Summary of Prior Executive Session Report		

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## 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.