

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

— 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		
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: None
1.b	Call to Order – Roll Call of Directors		<u>Board of Directors</u>	Meeting started at 4:00 p.m. Quorum met.
			Fred Wiley, President (FW)	Present
			Phil Crosby, Vice President (PC)	Present
			Raj Doshi, Chief Financial Officer (RD)	Present 4:39 p.m.
			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

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

Board reviewed the minutes. PC motioned to approve the July 24, 2018, meeting minutes. JT 2nd – All in Favor

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. 2019 Budget Preparation

As to Item 2.a.1, draft of 2019 circulated for discussion. Discussion had. RD to meet with MV to review budget for presentation and approval at next meeting.

2. Appointment to Board Vacancy

As to Item 2.a.2, FW reported the TD declined appointment to board vacancy.

3. Open Floor

As to Item 2.a.3, nomination for FW and RD stated for 2019-2020 board term elections.

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|-----|---|----|---|---|
| 2.b | Next Meeting: | | Board of Directors Budget Meeting
Date: Tuesday, September 25, 2018
Time: 6:00 p.m.
Location: Rio Bravo Country Club | Announced. |
| 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 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 | PC motioned to approve CONSENT items.
JT 2nd – All in Favor. |
| 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 | C | \$25,187.63 | |

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8065. Reconciliation report through 7/31/18.

- | | | | |
|-----|---|---|---|
| 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 July 2018. | 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. \$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

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- 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)
- 3. \$0.00 to Plahn Landscaping (bark)

3.g Other Financial Items 15

- 1. Vendor Agreements Portal
- 2. Lordon Project (placeholder)

4. **Regular & Ongoing Business** 40
Section 4 Supporting
Documents in Attachment 4.

4.a Operational Items

- 1. Architectural Report
- 15003 Via Napoli Drive

As to Item 4.a.1, discussion was had regarding gate design, vehicle storage/parking/maintenance regarding gate entry. MV noted that owner has inquired and awaiting decision.

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RD motioned to Architectural Request Form for 15003 Via Napoli Drive. JT 2nd – All in Favor.

2. Inspection Activity Report / Follow up

As to Item 4.a.2, discussion had as to status of violations and pending concerns.

1st concern discussed was certain owner gate violation. Owner property in escrow, 1st violation notice regarding wood gate.

2nd concern discussed was recommendations and proposed resolution on existing non-compliant signage. Discussion had, MV to send letter outlining a resolution that will require a covenant to be recorded and placing on notice any subsequent owners to remove certain signage upon a change of ownership/resident(s).

3rd concern discussed was inaccurate property address subject to a violation letter and fine. Fine discarded, and Owner to be notified of correction.

3. Next Inspection/Fine Hearings
4. Drainage & Flood Mitigation
 - Response from State

As to Item 4.a.3, MV will update Board with inspection reconciliation is complete.

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As to Item 4.a.4, MV updated Board on response from state regarding Cornerstone Engineering and intent to resolve issue with Cornerstone Engineering without court.

Street lights - discussion had on need to change vendor for repair of street lights per bid submitted on 8/14/18 by Rankin Electric.

Mailboxes – discussion had on utilizing budget earmarked for mailbox area improvements and instead to be used for replacement mailboxes and message board.

4.b Roadway Maintenance

4.c Landscape Maintenance

4.d Board Education & Training

Davis-Sterling Newsletter Topic Items and Links

Material in meeting packet.

4.e Summary of Prior Executive Session Report

Board discussed case status, litigation, and settlement options with The Manors.

Adjournment of Meeting

Time: 5:17 p.m.

JT motioned to adjourn meeting. RD 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.