

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

TUESDAY, September 25, 2018

6:30 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.	<u>Commencement of Meeting</u>	10												
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Pre-meeting adjustments to agenda: Items 2.a.1, 2.a.2, 3.g.1, 3.g.2, 3.g.3, 4.b.1, and 4.c.1 added – most items added previously listed in annual calendar.										
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>	Fred Wiley, President (FW)		Phil Crosby, Vice President (PC)		Raj Doshi, Chief Financial Officer (RD)		Jeffrey Thompson, Secretary (JT)		(vacant) Member at Large		Meeting started at:
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 August 21, 2018, Board meeting minutes.

2. **New Business** 10

2.a New Items, Floor Items & Open Discussion

1. Announcement of 2019-2020 Election Results
2. Announcement of 2019 Board of Directors and Officers
3. Open Floor

2.b Next Meeting:

Board of Directors Budget Meeting
 Date: Tuesday, November 27, 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 September 21, 2018.	C	\$152,272.62 Chase Operating Account \$ 25,188.48 Chase Savings Account \$101,988.94* Chase Certificate of Deposit ----- \$279,450.04
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 8/31/18.	C	\$140,934.98
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 8/31/18.	C	\$25,188.48
3.d	Chase Bank Certificate of Deposit Activity. Issue Date 8/2/17. Maturity Date 2/2/19. Term 18 months. Rate 0.30% Annual Percentage Yield 0.30%	C	Automatic renewal on 2/2/2019 Balance \$102,031.69

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- 3.e Financial Reports for August 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. \$207.03 on 9/4/18 to California Water Service (account 9554734079) Electronic Payment
 2. \$461.69 on 9/4/18 to California Water Service (account 3299590663) Electronic Payment
 3. \$331.25 on 9/4/18 to California Water Service (account 7344360372) Electronic Payment
- C RATIFICATION – PG&E
4. \$90.63 on 9/11/18 to PG&E (8505317686-4) Electronic Payment
- RATIFICATION – OTHER
None
- CHECKS TO DISBURSE
1. \$1,186.00 to Plahn Landscaping (8/2018 service, repairs)

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	C	2.	\$1,175.82 to HOA Management Solutions, Inc. (8/2018)
	C	3.	\$40.00 to Jacqueline Bahena (process server)
		4.	\$ to Rankin Electric (street light maintenance and repairs)
		5.	\$ to Plahn Landscaping (bark)
3.g	Other Financial Items	15	1. 2019 Operating Budget 2. Updated Reserve Study 3. Financials 4. Vendor Agreements Portal 5. Lordon Project (placeholder)
4.	<u>Regular & Ongoing Business</u> Section 4 Supporting Documents in Attachment 4.	40	
4.a	Operational Items		1. Architectural Report 2. Inspection Activity Report / Follow up 3. Next Inspection/Fine Hearings 4. Drainage & Flood Mitigation
4.b	Roadway Maintenance		1. Street Light Maintenance Review
4.c	Landscape Maintenance		1. Tree Maintenance Review

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- 4.d Board Education & Training Davis-Sterling Newsletter Topic Items and Links
- 4.e Summary of Prior Executive Session Report

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.