

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

TUESDAY, February 5, 2019

6:00 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.	<u>Commencement of Meeting</u>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Added to 2.a, Super Sweep Service Estimate. Added to 3.f, HOA Management Solutions, Inc. (Jan-19 Service Invoice)
1.b	Call to Order – Roll Call of Directors			

Board of Directors

Fred Wiley, President (FW)	
Phil Crosby, Vice President (PC)	
Raj Doshi, Chief Financial Officer (RD)	
Jeffrey Thompson, Secretary (JT)	

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

1.c Approval of November 27, 2018, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor
2. Delegate Election
3. Anacapa Drive/Via Messina Drive Yield Signage
4. Super Sweep Service Estimate

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, March 26, 2019

Time: 6:00 p.m.

Location: Rio Bravo Country Club

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3. **Financial & Accounting** CONSENT – Consent items designated with the letter “C.”
 Section 3 Supporting Documents in Attachment 3.
- 3.a Financial Summary – account C \$156,091.51 Chase Operating Account
 balances as of January 24, 2019. \$25,191.83 Chase Savings Account
 \$102,031.69* Chase Certificate of Deposit

 \$283,272.28
- 3.b Chase Bank Checking Activity, C \$151,489.44 – 11/30/18
 Operating Account, \$148,950.19 – 12/31/18
 Reconciliation, and Bank
 Statements for account ending
 7230. Reconciliation reports
 through 11/30/18 & 12/31/18.
- 3.c Chase Bank Savings Activity, C \$25,190.98 – 11/30/18
 Reconciliation, and Bank \$25,191.83 – 12/31/18
 Statement for account ending
 8065. Reconciliation report
 through 11/30/18 & 12/31/18.

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|-----|---|---|---|
| 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 |
| 3.e | Financial Reports for November and December 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 | <p>RATIFICATION – Cal Water</p> <p>1. \$61.98 on 1/2/19 to California Water Service (account 9554734079) Electronic Payment</p> <p>2. \$243.86 on 1/2/19 to California Water Service (account 3299590663) Electronic Payment</p> <p>3. \$95.25 on 1/2/19 to California Water Service (account 7344360372) Electronic Payment</p> <p>4. \$66.41 on 12/3/18 to California Water Service (account 9554734079) Electronic Payment</p> |

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- C 5. \$352.57 on 12/3/18 to California Water Service (account 3299590663) Electronic Payment
- 6. \$115.21 on 12/3/18 to California Water Service (account 7344360372) Electronic Payment
- C

RATIFICATION – PG&E

- 7. \$157.59 on 1/8/19 to PG&E (8505317686-4) Electronic Payment
- C
- 8. \$147.18 on 12/11/18 to PG&E (8505317686-4) Electronic Payment
- C

CHECKS TO DISBURSE

- 1. \$1,022.00 to Plahn Landscaping (12/2018 service, & repairs)
- C
- 2. \$1,102.00 to Plahn Landscaping (11/2018 service, repairs & fertilizer)
- C
- 3. \$1,432.59 to HOA Management Solutions, Inc. (12/2018)
- C
- 4. \$1,141.39 to HOA Management Solutions, Inc. (11/2018)

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- C 5. \$1,075.09 to HOA Management Solutions, Inc. (1/2019)
 - C 6. \$ to Cornerstone Engineering (survey work)
 - 7. \$45,239.60 to The Manors (cost sharing) DISPUTED
- 3.g Other Financial Items
- 1. Financial Summary
 - 2. Reserve Study
4. **Regular & Ongoing Business**
Section 4 Supporting Documents in Attachment 4.
- 4.a Operational Items
- 1. Architectural Report
 - 2. Inspection Activity Report / Follow up
 - 3. Drainage & Flood Mitigation / Final
 - 4. Mailbox Replacement Status
- 4.b Roadway Maintenance
- 1. Street Light Maintenance Review
 - 2. Street Sweeping Bid Status
- 4.c Landscape Maintenance

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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.

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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.