

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

— 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>			Meeting started at: 6:20 p.m. Quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Added to 2.a, Super Sweep Service Estimate. Added to 3.f, amount of \$1,075.19 to HOA Management Solutions, Inc. (January 2019 Service Invoice)

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)	Present

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Jeffrey Thompson, Secretary (JT)	Present
Craig Michaud, Member at Large (CM)	Present
<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 November 27, 2018, Board meeting minutes.

Board reviewed the minutes. PC motioned to approve the November 27, 2018, meeting minutes. CM 2nd – All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 2.a.1, question raised about meeting calendar. MV indicated he went off Annual Calendar.

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2. Delegate Election

As to Item 2.a.2, FW motion to approve and ratify the election of officers, as follows:

PC nominated FW for President. JT 2nd – All in Favor.

FW nominated PC for Vice President.

RD 2nd – All in Favor.

JT nominated RD for Chief Financial Officer / Treasurer. PC 2nd – All in Favor.

JT nominated CM for Secretary. PC 2nd – All in Favor.

RD 2nd – All in Favor.

3. Anacapa Drive/Via Messina Drive Yield Signage

As to Item 2.a.3, discussion was had regarding yield signage at islands to Rio Vista / Rio Vista Estates entry area. CM suggested that the signage should be relocated. FW motioned to purchase a yield sign. Discussion was had over relocating existing signage. The motion did not carry. CM to look at relocating existing signs to common are sides.

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4. Super Sweep Service Estimate

As to Item 2.a.4, review of the Super Sweep bid was had. All sweeping bids have been high. Discussion had. MV to contact Vacusweep to get bid with schedule so owners are notified.

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, March 26, 2019

Time: 6:00 p.m.

Location: Rio Bravo Country Club

3. **Financial & Accounting**

Section 3 Supporting Documents in Attachment 3.

CONSENT – Consent items designated with the letter “C.”

3.a Financial Summary – account C balances as of January 24, 2019.

\$156,091.51 Chase Operating Account
 \$25,191.83 Chase Savings Account
 \$102,031.69* Chase Certificate of Deposit

PC motioned to approve CONSENT items. JT 2nd – All in Favor.

 \$283,272.28

3.b Chase Bank Checking Activity, C Operating Account, Reconciliation, and Bank Statements for account ending

\$151,489.44 – 11/30/18

\$148,950.19 – 12/31/18

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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.

3.d Chase Bank Certificate of C Automatic renewal on 2/2/2019
 Deposit Activity. Issue Date Balance \$102,031.69
 8/2/17. Maturity Date 2/2/19.
 Term 18 months. Rate 0.30%
 Annual Percentage Yield 0.30%

As to Item 3.d., RD indicated that RVCA should shop around for a new certificate of deposit for reserve funds. RD and MV to go to Chase Bank to terminate renewal of certificate of deposit until a better ate is secured.

3.e Financial Reports for November C Profit & Loss
 and December 2018. Statement of Cash Flows
 Balance Sheet
 Budget to Expense
 Reserve Report

3.f Outgoing Funds – Ratification RATIFICATION – Cal Water
 of Ratification of electronic

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payments and approval of C
payments to issue.

- C 1. \$61.98 on 1/2/19 to California
Water Service (account
9554734079) Electronic Payment
- C 2. \$243.86 on 1/2/19 to California
Water Service (account
3299590663) Electronic Payment
- C 3. \$95.25 on 1/2/19 to California
Water Service (account
7344360372) Electronic Payment
- C 4. \$66.41 on 12/3/18 to California
Water Service (account
9554734079) Electronic Payment
- C 5. \$352.57 on 12/3/18 to California
Water Service (account
3299590663) Electronic Payment
- C 6. \$115.21 on 12/3/18 to California
Water Service (account
7344360372) Electronic Payment

RATIFICATION – PG&E

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

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

CHECKS TO DISBURSE

- C 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)
- C 5. \$1,075.09 to HOA Management
Solutions, Inc. (1/2019)
- C 6. \$0.00 to Cornerstone Engineering
(survey work)
- C 7. \$45,239.60 to The Manors (cost
sharing) DISPUTED
- C 8. \$1,075.09 to HOA Management
Solutions, Inc. (2/2019)

3.g Other Financial Items

- 1. Financial Summary
- 2. Reserve Study

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

4.a Operational Items

1. Architectural Report

As to Item 4.a.1, discussion was had as to 15007 Via Napoli's expected completion date. MV to request a completion date.

[15008 Via Messina Drive – Patio submission.]

2. Inspection Activity Report /
Follow up

As to Item 4.a.2, discussion was had as to status of inspection compliance status. MV to work on letters for fines and new violations. MV to update website so any compliance or other issues are circulated concurrently to Board. FW elected to opted out from email notices.

3. Drainage & Flood Mitigation /
Final

Cornerstone drawings and final report in. Discussion had. MV to get bids based on drawings.

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	4. Mailbox Replacement Status	Discussion had. MV to contact Gary Barnett, G. B. Services, postal contractor for presentation and/or bid.
4.b	Roadway Maintenance	
	1. Street Light Maintenance Review	As to Item 4.b.1, annual review done 9/18.
	2. Street Sweeping Bid Status	As to Item 4.b.2, discussed under Item 2.a.4.
4.c	Landscape Maintenance	Discussion on getting new landscaping bids. Concern expressed over repairs and extras with Plahn Landscaping. PC expressed reservation that Rio Vista has traveled this road before, and lower price landscapers do not equate to better quality. RD motioned to get landscaping bids. CM 2nd – All in Favor.
4.d	Board Education & Training	Davis-Sterling Newsletter Topic Items and Links Included in packet.

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4.e Summary of Prior Executive
Session Report

The Board discussed trial litigation strategy and the trial calendar via a phone conference with Vince Gorski.

Adjournment of Meeting

Time: 8:01 p.m.

PC motioned to adjourn meeting. RD
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.