

# RIO VISTA COMMUNITY ASSOCIATION

## Board of Directors Meeting

TUESDAY, March 26, 2019

6:00 p.m. @ Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, CA 93306

## **X** Agenda & Management Summary

\_\_ Minutes

**No.   Item Description                      Time                      Discussion                      Action**

1.    **Commencement of Meeting**

1.a   Meeting Agenda Presentation /  
Pre-Meeting Adjustments to  
Agenda

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)	
Craig Michaud, Secretary (CM)	
Jeffrey Thompson, Member at Large (JT)	

# RIO VISTA COMMUNITY ASSOCIATION

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

1.c Approval of February 5, 2019, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

2.b Next Meeting:

**Board of Directors Meeting**

Date: Tuesday, May 28, 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.”

# RIO VISTA COMMUNITY ASSOCIATION

3.a	Financial Summary – account C balances as of January 24, 2019.	\$157,005.91 Chase Operating Account \$127,339.08 Chase Savings Account \$0.00 Chase Certificate of Deposit ----- \$284,344.99
3.b	Chase Bank Checking Activity, C Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 1/31/19 & 2/28/19.	\$153,374.27 – 1/31/19 \$151,605.54 – 2/28/19
3.c	Chase Bank Savings Activity, C Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 1/31/19 & 2/28/19.	\$25,192.68 – 1/31/19 \$127,339.08 – 2/28/19
3.d	Chase Bank Certificate of C Deposit Activity – closed.	2/8/19 Closed CD 18-20 Months account ending in 7593. Transferred \$102,143.29 to Savings account ending in 8065.

# RIO VISTA COMMUNITY ASSOCIATION

- 3.e Financial Reports for January and February 2019. 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
- C 1. \$35.07 on 3/5/19 to California Water Service (account 9554734079) Electronic Payment
  - C 2. \$97.34 on 3/5/19 to California Water Service (account 3299590663) Electronic Payment
  - C 3. \$35.07 on 3/5/19 to California Water Service (account 7344360372) Electronic Payment
  - C 4. \$33.96 on 2/4/19 to California Water Service (account 9554734079) Electronic Payment
  - C 5. \$140.55 on 2/4/19 to California Water Service (account 3299590663) Electronic Payment
  - C 6. \$33.96 on 2/4/19 to California Water Service (account 7344360372) Electronic Payment

# RIO VISTA COMMUNITY ASSOCIATION

## RATIFICATION – PG&E

- C 7. \$149.49 on 3/12/19 to PG&E  
(8505317686-4) Electronic  
Payment
- C 8. \$171.09 on 2/12/19 to PG&E  
(8505317686-4) Electronic  
Payment

## CHECKS TO DISBURSE

- C 1. \$860.00 to Plahn Landscaping  
(2/2019 service, & repairs)
- C 2. \$1,479.00 to Plahn Landscaping  
(1/2019 service, repairs &  
fertilizer)
- C 3. \$1,251.41 to HOA Management  
Solutions, Inc. (2/2019)
- C 4. \$1,746.51 to HOA Management  
Solutions, Inc. (3/2019)
- C 5. \$0.00 to Cornerstone Engineering  
(survey work)
- C 6. \$46,821.46 to The Manors (cost  
sharing) DISPUTED
- C 7. \$180.00 to Billiards Backflow  
(backflow testing & certification)

# RIO VISTA COMMUNITY ASSOCIATION

- C
  - 8. \$643.00 to Cornerstone Engineering, Inc. (invoice per settlement to claims)
  - 9. \$350.00 to Law Office of Pamela Abbott Moore (collection fees)
  
- 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. Delegate Election, ballots for May 2019 meeting
  - 2. Architectural Report
    - a. 15008 Via Messina Drive – patio
    - b. 15508 Via Messina Drive – Backyard play structure
    - c. 15007 Via Napoli Drive – status
  - 3. Inspection Activity Report / Letters and Meetings
  - 4. Drainage & Flood Mitigation / Status

# RIO VISTA COMMUNITY ASSOCIATION

- 5. Mailbox Replacement / Painting
- 4.b Roadway Maintenance
  - 1. Street Sweeping / Vacusweep Status
  - 2. Yield Signage
- 4.c Landscape Maintenance
  - 1. Bids
- 4.d Board Education & Training
  - Davis-Sterling Newsletter Topic Items and Links
- 4.e Summary of Prior Executive Session Report

**Adjournment of Meeting**

Time:

# RIO VISTA COMMUNITY ASSOCIATION

## 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.