

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting
 WEDNESDAY, October 7, 2015
 6:00 p.m. @ Rio Bravo Country Club

x **Agenda**

__ Minutes

<u>No.</u>	<u>Item Description</u>	<u>Ref.</u>	<u>Discussion</u>	<u>Action</u>
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1. **Commencement of Meeting**

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

Pre-meeting adjustments to agenda:

1.b Call to Order – Roll Call of
 Directors

Board of Directors

Fred Wiley, President (FW)	
Raj Doshi, Chief Financial Officer (RD)	
Jeff Thompson, Secretary (JT)	
Craig Michaud, Member at Large (CM)	

Other Guest(s)

Phil Crosby, RVHOA (PC)	
HOA Management Solutions, Inc. by and	

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through Mario Valenzuela (MV)	
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1.c Approval of September 23, 2015,
Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open
Discussion

1. Continued Election – Inspector of
Elections to Tabulate Ballots, and
Announcement of Results
2. Lawsuit Against Rio Vista
Community Association by Four
Fairways Homeowners Association
3. Open Floor

2.b Next Meeting:

Annual and Continued Budget Meeting
Date: Wednesday, November 25, 2015
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	C	\$24,064.83 Union Bank Operating Account (10/7/15 Estimate) \$103,336.47 Union Bank Money Market (10/7/15 Estimate) \$76,439.49 Union Bank Savings (Reserve)
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(5/31/15)
 \$42,580.78 Chase Operating Account
 \$21,290.08 Chase Savings Account

 \$267,711.65 (Estimate)

3.b	Union Bank Checking [Operating Account] (Ending 8278) Estimate based on last reconciliation through 8/25/15.	C	\$24,064.83
3.c	Union Bank Money Market (Ending 8367) Estimate based on last reconciliation through 8/25/15.	C	\$103,336.47
3.d	Union Bank Savings CD -12 Month (Ending 5488).	C	\$76,439.49 (unreconciled)
3.e	Chase Bank Checking Activity, Reconciliation, and Bank Statement for account ending 8031. Reconciliation through 9/30/15.	C	
3.f	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation through	C	

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9/30/15.

3.g	Financial Reports for September 2015.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense
3.h	Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.	C	1. \$97.01 on 10/7/15 to California Water Service (account 9554734079) Electronic Payment
		C	2. \$158.80 on 10/7/15 to California Water Service (account 7344360372) Electronic Payment
		C	3. \$0.00 on 10/7/15 to California Water Service (account 3299590663) Electronic Payment
		C	4. \$122.32 on 10/7/15 to PG&E (8505317686-4) Electronic Payment
		C	5. \$40,000.00 on 9/24/15 to Rio Bravo Community Association (transfer from Union Bank to Chase Bank)
		C	6. \$20,000.00 on 9/24/15 Cashier’s Check (transfer from Union Bank to Chase Bank – deposited to Union Checking)
		C	7. \$834.00 to Plahn Landscape (9/2015)
		C	8. \$120.00 to Vacusweep (10/2015)

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- C 9. \$120.00 to Vacusweep (6/2015)
 - C 10. \$1,167.33 to HOA Management Solutions, Inc.
 - C 11. \$1,290.00 to Rio Vista Community Association (Reserve Transfer)
 - C 12. \$195.00 to Rio Bravo Country Club (meeting room)
 - 13. (tentative)
- 3.i Other Financial Items
- 1. Proposed 2016 Operating Budget for approval
 - 2. Management Agreement for approval - pending
 - 3. Proposed Collection Policy
 - 4. Accounting Proposals – pending
 - 5. Chase Bank Resolution
 - 6. Union Bank Resolution
4. **Regular & Ongoing Business**
Section 4 Supporting Documents in Attachment 4.
- 4.a Operational Items
- 1. Architectural Report Correction Notices
- 4.b Roadway Maintenance
- 1. Speed Bump(s) Placement - pending
- 4.c Landscape Maintenance
- 1. Drainage Outlet Cleaning – pending

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4.d Board Education & Training Davis-Sterling Newsletter

4.e Summary of Prior Executive
Session Report

Adjournment of Meeting

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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.