

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Thursday, March 26, 2020

6:00 p.m. @ via video conferencing (recorded)

— 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: 6:46 p.m. Quorum met.
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)	Present
Phil Crosby, Vice President (PC)	Present
Raj Doshi, Chief Financial Officer (RD)	Present
Craig Michaud, Secretary (CM)	Present
Jeffrey Thompson, Member at Large (JT)	Present

RIO VISTA COMMUNITY ASSOCIATION

<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 January 28, 2020, Board meeting minutes.

Board reviewed the minutes. FW motioned to approve the January 28, 2020, meeting minutes. CM 2nd. All Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Election of Officers

As to Item 2.a.1, PC nominated FW for President. CM raised concern of conflict of interest due to Board members also sitting on RBCA board, and that there be rotation of officer. PC explained that where conflicts may have existed, RVCA Board members have abstained from voting on RBCA. CM raised surveys and lawsuits, confusion by VG. Vibrant discussion was had. PC 2nd. CM Nay. Majority in Favor.

RIO VISTA COMMUNITY ASSOCIATION

JT nominated PC for Vice President. CM 2nd. All Favor. No discussion.

CM nominated RD for Chief Financial Officer. JT 2nd. All Favor. No discussion.

JT nominated CM for Secretary . RD 2nd. All Favor. No discussion.

2. Essential Services – Coronavirus

As to Item 2.a.2, MV notated that the Association and management companies are essential services.

3. Open Floor

As to Item 2.a.3, no activity.

2.b Next Meeting:

Board of Directors Meeting

Date: Tuesday, May 26, 2020

Time: 6:00 p.m.

Location: Rio Bravo Country Club

MV announced next meeting.

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 March 25, 2020.	\$121,020.21 Chase Operating Account \$27,373.89 Chase Savings Account \$100,000.00 Chase Certificate of Deposit ----- \$248,394.10	PC motioned to approve CONSENT items. CM 2nd – All in Favor. Discussion had. RD question on CD regarding payment on interest. MV explained interest payments and statement issuance. MV indicated he does not have access to CD.
3.b	Chase Bank Checking Activity, C Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 2/28/20 & 1/31/20.	\$114,907.32 – 2/28/20 \$112,09460 – 1/31/20	
3.c	Chase Bank Savings Activity, C Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 2/28/20 & 1/31/20.	\$27,373.89 – 2/28/20 \$27,372.85 – 1/31/20	
3.d	Chase Bank Certificate of Deposit Activity.	\$100,000.00 – 12/31/19	

RIO VISTA COMMUNITY ASSOCIATION

- 3.e Financial Reports for February and January 2020. 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. \$57.62 on 3/4/20 to California Water Service (account 9554734079) Electronic Payment
 - C 2. \$86.07 on 3/4/20 to California Water Service (account 3299590663) Electronic Payment
 - C 3. \$62.35 on 3/4/20 to California Water Service (account 7344360372) Electronic Payment
 - C 4. \$74.09 on 2/3/20 to California Water Service (account 9554734079) Electronic Payment
 - C 5. \$121.43 on 2/3/20 to California Water Service (account 3299590663) Electronic Payment
 - C 6. \$81.21 on 2/3/20 to California Water Service (account 7344360372) Electronic Payment

RIO VISTA COMMUNITY ASSOCIATION

RATIFICATION – PG&E

- C 7. \$170.31 3/13/20 to PG&E
(8505317686-4) Electronic
Payment Usage \$170.92

PENDING

- C 8. \$120.55 on 2/11/20 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

None

CHECKS TO DISBURSE

- C 9. \$1,039.00 to Plahn Landscaping
(12/2019 service, sprinkler repairs)
- C 10. \$1,175.00 to Plahn Landscaping
(1/2020 service, pre-
emergent/fertilizer)
- C 11. \$1,101.81 to HOA Management
Solutions, Inc. (2/2020)
- C 12. \$1,182.81 to HOA Management
Solutions, Inc. (1/2020)
- C 13. \$250.00 to Vacusweep (street
sweeping 2/20 and 3/20)
14. \$55,170.52 to The Manors (cost
sharing) DISPUTED

RIO VISTA COMMUNITY ASSOCIATION

15. \$2,867.11 to Law Offices of
Pamela Moore (legal) DISPUTED

3.g Other Financial Items

1. Rio Vista Estates Billing As to 3.g.1, updated.
2. Election Rules Proposal, revisit As to 3.g.2, MV contacted Sandy. Whittington prior conflict. MV to get bids.
3. Paperless Billing/docs As to Item 3.g.3, no update. Discussion of paperless billing. PC gave sample of pool guy payment. RD stated that we can add RVCA to bank list to pay directly, like mortgages companies listed. RD does not believe there is a service charge for this service. MV to investigate.

Prior to adjournment, RD disclosed that financial figures related to lawsuit. Comments added to Executive Session Meeting.

RIO VISTA COMMUNITY ASSOCIATION

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

4.a Operational Items

1. Architectural Report

As to Item 4.a.1, no new architectural applications.

2. Inspection Activity Report

As to Item 4.a.2, MV reported 12 violations, only 2 or 3 recurring. CM asked about cargo trailer, violation letter issued. Dwight home sale and mitigating the wood fence as part of the sale. MV reported that most homeowners took care of wrought iron discoloration. Newsletter will target fading address numbers. FW brought up vehicles parked in the side driveways, need to be cited. Citation was issued previously on multiple cars in driveway. Side access driveways cannot be used for parking. MV stated on last round, letters were not issued. CM inspections are better.

3. Drainage Cleaning RBCC

As to Item 4.a.3, no report.

RIO VISTA COMMUNITY ASSOCIATION

- | | | |
|-----|---------------------------------------|--|
| | 4. Drainage & Flood Mitigation Status | As to Item 4.a.4, no report. |
| | 5. Mailbox Bulletin Board | As to Item 4.a.5, CM discussed options, including message board, and a subsequent cover. PC cited mailbox cover on Vista Grande as sample. CM concerned about funding. |
| 4.b | Roadway Maintenance | 1. Slurry Seal Review
No report. |
| 4.c | Landscape Maintenance | RD asked status of bids. MV indicated that there was no counter proposal numbers from Board. MV reported he did not recall fee increase notice. CM asked about quote for valve box. FW indicated that there was a vote to move forward. PC stated it was done by email. CM concern of price increasing. Vibrant discussion had.

PC motioned to modify CONSENT items 3.f.10 and 3.f.11 to \$785.00 each. FW 2nd – All in Favor. Discussion had.

CM referring to water pressure and sprinkler head issues. |

RIO VISTA COMMUNITY ASSOCIATION

RD and MV to discuss landscaping issues post meeting.

4.d Board Education & Training

Davis-Sterling Newsletter Topic Items and Links

MV noted that newsletter topics in packet.

4.e Summary of Prior Executive Session Report

Meeting with Vince Gorski on litigation.

Adjournment of Meeting

Time: 7:50 p.m.

FW 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.