

# RIO VISTA COMMUNITY ASSOCIATION

## Board of Directors Meeting

Thursday, January 25, 2024

6:00 p.m. via Zoom or Management Office, 2225 E Street, Suite 201, Bakersfield, California 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	
Phil Crosby, Vice President	
Bill Slocumb, Secretary	
Raj Doshi, Chief Financial Officer	
[vacant], Member at Large	

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

1.c Approval of September 19, 2023, Board meeting minutes; November 21, 2023, Annual meeting minutes; December 29, 2023, Delegate Vote Meeting.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Delegate Election Results
2. Election of Officers
3. Vacancy Appointment<sup>1</sup>
4. Open Floor

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<sup>1</sup> Agenda adjustment.

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2.b Next Meeting: **Board of Directors - Budget**  
Date: March 21, 2024  
Time: 6:00 p.m.  
Location: Rio Bravo Country Club and/or Zoom

3. **Financial & Accounting**  
Section 3 Supporting  
Documents in Attachment  
3.

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

3.a Financial Summary – C \$47,733.62 Chase Operating Account  
account balances as of \$11,095.57 Chase Savings Account  
January 24, 2024. \$ 0.00 Chase CSA Savings\*  
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\$58,829.19

3.b Chase Bank Checking C \$29,912.62 – 12/29/23  
Activity, Operating \$27,231.75 – 11/30/23  
Account, Reconciliation, \$23,701.25 – 10/31/23  
and Bank Statements for  
account ending 7230.  
Reconciliation report  
through 12/29/23;  
11/30/23; and 10/31/23.

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3.c	Chase Bank Savings C	\$4,895.57 – 12/29/23
	Activity, Reconciliation,	\$4,895.53 – 11/30/23
	and Bank Statement for	\$4,895.49 – 10/31/23
	account ending 8065.	
	Reconciliation report	
	through 12/29/23;	
	11/30/23; and 10/31/23.	
	Chase Bank CSA Savings	\$--
	Activity, Reconciliation,	
	and Bank Statement for	
	account ending 9186.	
	Status unknown.	
3.d	Treasury Bills	
		CUSIP ending GC5, 13-week, 10-12-23 to 1-11-24 \$6,200.00
		CUSIP ending HF7, 26-week, 10-12-23 to 4-11-24
		\$150,000.00
		CUSIP ending JC2, 17-week, 10-10-23 to 2-6-24 \$25,500.00
		CUSIP ending JC2, 17-week, 10-10-23 to 2-6-24 \$7,200.00
		Total: \$188,900.00

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- 3.e Financial Reports for C Profit & Loss  
December, November, Statement of Cash Flows  
and October 2023. Balance Sheet  
Budget to Expense  
Reserve Report
- 3.f Outgoing Funds – RATIFICATION – Cal Water Service  
Ratification of Ratification C 1. \$292.27 on 12/5/23 (account 3299590663)  
of electronic payments and Electronic Payment  
approval of payments to C 2. \$122.27 on 12/5/23 to (account 9554734079)  
issue. Electronic Payment  
C 3. \$198.78 on 12/5/23 (account 7344360372)  
Electronic Payment
- RATIFICATION – PG&E  
C 4. \$150.81 12/11/23 to PG&E 8505317686-4)  
Electronic Payment)
- RATIFICATION – OTHER  
C 1. \$108.00 to Chase Credit Card on November 13, 2023.  
C 2. \$448.00 to Farmers Insurance Payment
- Elite Maintenance & Tree Service  
C 1. \$735.00 December 2023 Invoice 10202527 for  
monthly service

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- C 2. \$195.00 Work Order on Invoice 10202406 for fertilizer
- C 3. \$494.32 Work Order on Invoice 10202034 for fertilizer
- C 4. \$735.00 November 2023 Invoice 10202231 for monthly service

## Vacusweep

- C 5. \$175.00 (12/31/23 Invoice 2023-01673 for street sweeping)
- C 6. \$175.00 (11/30/23 Invoice VACU2023-01547 for street sweeping)

## CHECKS TO DISBURSE

### HOA Management Solutions, Inc.

- C 7. \$1,342.04 (12/2023) Invoice 23-12 for management/reimbursements
- C 8. \$1,124.00 (11/2023) Invoice 23-11 for management/reimbursements
- 9.

### Other

- 10. \$5,837.19 The Manors Statement through 6/30/23 on Cost Sharing Agreement

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3.g Other Administrative /  
Financial Items

1. The Manors Bill Status – Kurt
2. Treasury Bills Investment Plan
3. CPA Engagement Letters
4. Credit Card Points Sale
5. QuickBooks Credit Card Usage Approval
6. Change of Phone System – Ringcentral to Nextivia
7. <https://cincsystems.com/products/homeowner-tools/> Cinc Systems HOA Website
8. Farmers Renewal Policy

4. **Regular & Ongoing  
Business**

Section 4 Supporting  
Documents in Attachment

4.

4.a Operational Items

1. Architectural Report
  - a. New Projects
  - b. Pending Projects
2. Inspection Activity
  - a. Hearings
  - b. Violation letter – trailer

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4.b Roadway Maintenance

4.c Landscape Maintenance

1. Cal Water Rebate Project
2. Bark Bid Status
3. Via Messina Drains – pallets

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 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.