

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, November 21, 2023

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	
Beth Espinoza, Secretary [vacant]	
Raj Doshi, Chief Financial Officer	
Bill Slocumb, 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.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Board Resignation
2. Acclamation Resolution
3. Delegate Election Scheduled
4. Open Floor

2.b Next Meeting:

Board of Directors - Budget

Date: January 16, 2024

Time: 6:00 p.m.

Location: Tony’s Firehouse Grill & Pizza,
10701 Highway CA-178 and/or Zoom

3. **Financial & Accounting**

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

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Section 3 Supporting Documents in Attachment 3.

3.a	Financial Summary – account balances as of November 21, 2023.	C	\$ 38,450.76 Chase Operating Account \$ 4,895.49 Chase Savings Account \$ 0.00 Chase CSA Savings* ----- \$ 43,346.25
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation report through 10/31/23 and 9/29/23.	C	\$ – 10/31/23 \$ – 9/31/23
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 10/31/23 and 9/29/23.	C	\$ – 8/31/23 \$ – 7/31/23

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- C 2. \$133.61 on 11/7/23 to (account 9554734079) Electronic Payment
- C 3. \$218.61 on 11/7/23 (account 7344360372) Electronic Payment
- C 4. \$465.11 on 10/10/23 (account 3299590663) Electronic Payment
- C 5. \$198.78 on 10/10/23 to (account 9554734079) Electronic Payment
- C 6. \$340.45 on 10/10/23 (account 7344360372) Electronic Payment

RATIFICATION – PG&E

- C 7. \$155.78 11/10/23 to PG&E 8505317686-4) Electronic Payment
- C 8. \$61.46 10/11/23 to PG&E (8505317686-4) Electronic Payment (includes 77.44 in electric adjustments)

RATIFICATION – OTHER

- C 9. \$92.00 to Chase Credit Card on November 13, 2023.
- C 10. \$57.00 to Chase Credit Card on October 13, 2023.

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Elite Maintenance & Tree Service

- C 1. \$735.00 October 2023 Invoice xxx for monthly service
- C 2. \$735.00 September 2023 Invoice 44611 for monthly service

Vacusweep

- C 3. \$175.00 (10/31/23 Invoice 2023-01393 for street sweeping)
- C 4. \$175.00 (9/30/23 Invoice 2023-01247 for street sweeping)

CHECKS TO DISBURSE

HOA Management Solutions, Inc.

- C 5. \$1,116.20 (10/2023) Invoice 23-10 for management.
- C 6. \$1,177.52 (9/2023) Invoice 23-09 for management.

Other

- C 7. \$900.00 to Reserve Study Specialist (full reserve study)
- 8. \$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
 - 2. CPA Engagement Letters
 - 3. 2024 Annual Budget Approval
 - 4. 2024 Calendar of Events
 - 5. 2024 Annual Disclosures

- 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

 - 4.b Roadway Maintenance

 - 4.c Landscape Maintenance
 - 1. Bark Bid / Landscape Project Status

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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.