

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, November 29, 2022

6:00 p.m. via Zoom and Tony's Firehouse Grill & Pizza, 10701 Highway CA-178, Bakersfield, California 93306

— 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> | | | |
| 1.a | Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda | | | Item 3.f.7 under Checks and Disbursements adjusted to include good faith payment to The Manors of \$5,000. |
| 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) | Not Present |
| Craig Michaud, Secretary (CM) | Not Present |

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|--|---------------|
| Bill Slocumb, Member-at-Large | Present |
| <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 September 20, 2022, Board meeting minutes.

As to Item 1.c., Board reviewed the minutes. PC motioned to approve the September 20, 2022, meeting minutes. BS 2nd. Majority in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

As to Item 2.a.1, PC addressed Cal Water Bill resulting from bad leak under island about 5’ down and 5’ across. Previous monthly water bill was \$512.63 versus post repair of \$267.73.

FW raised email regarding painting wrought iron fencing, and to have MV

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remind The Manors of the reserve contribution for this work. Reserve balances have not been reported.

2.b Next Meeting:

Board of Directors | Budget

Date: January 17, 2023

Time: 6:00 p.m.

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

As to Item 2.b, meeting announced.

3. **Financial & Accounting**

Section 3 Supporting
Documents in Attachment 3.

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

3.a Financial Summary – account C
balances as of November 20,
2022.

| | |
|--------------|-----------------------------------|
| \$ 86,589.21 | Chase Operating Account |
| \$ 27,388.67 | Chase Savings Account |
| \$ 0.00 | Chase CSA Savings* |
| \$101,747.43 | Chase Certificate of Deposit** |
| ----- | |
| \$215,725.31 | |

PC motioned to approve CONSENT items, including good faith payment to The Manors. BS 2nd – Majority in Favor.

*Information not available.

** Per 6/4/21 Deposit Account Balance Summary

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- 3.b Chase Bank Checking Activity, C \$76,593.59 – 10/31/22
Operating Account, \$73,252.57 – 9/30/22
Reconciliation, and Bank
Statements for account ending
7230. Reconciliation report
through 10/31/22 and 9/30/22.
- 3.c Chase Bank Savings Activity, C \$27,388.67 – 10/31/22
Reconciliation, and Bank \$27,388.21 – 9/30/22
Statement for account ending
8065. Reconciliation report
through 10/31/22 and 9/30/22.
- Chase Bank CSA Savings \$--
Activity, Reconciliation, and
Bank Statement for account
ending 9186. Status unknown.
- 3.d Financial Reports for October C Profit & Loss
and September 2022. Statement of Cash Flows
Balance Sheet
Budget to Expense
Reserve Report

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3.f Outgoing Funds – Ratification
of Ratification of electronic
payments and approval of
payments to issue.

- RATIFICATION – Cal Water Service
- C 1. \$267.73 on 11/7/22 (account
3299590663) Electronic Payment
 - C 2. \$114.32 on 11/7/2022 to (account
9554734079) Electronic Payment
 - C 3. \$192.38 on 11/7/22 (account
7344360372) Electronic Payment
 - C 4. \$512.63 on 10/5/22 (account
3299590663) Electronic Payment
 - C 5. \$165.46 on 10/5/2022 to (account
9554734079) Electronic Payment
 - C 6. \$286.57 on 10/5/22 (account
7344360372) Electronic Payment

- RATIFICATION – PG&E
- C 7. \$158.96 11/8/22 to PG&E
(8505317686-4) Electronic
Payment
 - C 8. \$2.32 10/11/22 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

None

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CHECKS TO DISBURSE

Elite Maintenance & Tree Service

- C 1. \$2,523.00 (October 2022 Invoice 31443 for monthly service; sprinkler repair lot 8x2, main lot 6, color service, and rye service)
- C 2. \$2,405.00 (September 2022 Invoice 32770 for monthly service; valve lot 6, main lot 9, sprinkler repairs lots 4, 6x2, & 7, and storm drain cleaning)

HOA Management Solutions, Inc.

- C 3. \$1,109.93 (10/2022) Invoice 22-10 for management.
- C 4. \$1,183.24 (9/2022) Invoice 22-09 for management.

Vacusweep

- C 5. \$155.00 (11/1/22 Invoice 2022-2415 for street sweeping)
- C 6. \$155.00 (10/1/22 Invoice 2022-2216 for street sweeping)

Other

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- C 7. \$5,000.00 to The Manors (good faith payment on CSA) MV to send letter related to good faith payment, prior credits.

3.g Other Administrative / Financial Items

1. Survey Status – responses – resending As to Item 3.g.1, MV indicated there was only two response from the website from Via Messina Drive. MV to leave on website and make note on billing. FW indicated that PC and his research indicated that communities in general prefer security, percentage of people living in HOAs has increased from 22% to 30%. PC indicated that BPD would use crime mapping for data, but BPD no longer participates, and one newer website has RBCA has the safest community in Bakersfield.
2. 2023 Pro forma Budget for approval As to Item 3.g.2, MV summarized the budget with current funds, considered legal payments, reserves balance, cost-sharing agreement collections and there is still an excess for the start of the year in

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excess of the reserve study recommendations. However, end of year may be short by about \$7,000, and can be address with the shortfall if needed. Budget identical to prior year. MV prepared a net analysis year-by-year for RVCA and RD was satisfied. BS concerned with the rate of inflation and its impact on leaving the budget as is. MV indicated that RD recommended the same budget as last year.

BS motioned to approve the 2023 as proposed. PC 2nd – Majority in Favor.

3. Annual Calendar
4. Annual Disclosures

As to Item 3.f.3 and 3.f.4, MV already incorporated budget in annual disclosure with the previously circulated calendar.

4. Regular & Ongoing Business

Section 4 Supporting Documents in Attachment 4.

4.a Operational Items

1. Flock Cameras License Agreement – recording As to Item 4.a., to be signed in January.

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|-----|-------------------------|--|
| | 2. Architectural Report | As to Item 4.a.2, no updates. |
| | a. New Projects | |
| | b. Pending Projects | |
| | 3. Inspection Activity | As to Item 4.a.3, inspection was |
| | a. Hearings | conducted, and SR should have |
| | | information on meetings in January. |
| 4.b | Roadway Maintenance | As to Item 4.b, BS inquired about flooded |
| | | culvert on Miramonte Drive. PC |
| | | provided information on it. |
| 4.c | Landscape Maintenance | As to Item 4.c.1, PC indicated there was a |
| | 1. Bark Bid | bid of \$6K but there might be some |
| | | discounts that PC is awaiting. FW |
| | | indicated monuments were getting aged |
| | | and need touch up. |
| | 2. Drainage Cleaning | As to Item 4.c.2, PC indicated we were |
| | | billed. MV mentioned that the drain did |
| | | not look clean. MV to find pictures to |
| | | match dates of drain. MV to find pictures |
| | | and forward to PC. |

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4.d Board Education & Training Davis-Sterling Newsletter Topic Items and Links As to Item 4.d, information in meeting packet.

4.e Summary of Prior Executive Session Report As to Item 4.e, no report.

Adjournment of Meeting

Time: 6:28 p.m.

PC motioned to adjourn meeting. SB 2nd – Majority 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 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.