

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Thursday, March 21, 2024

6:00 p.m. Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306 and/or Zoom

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 January 25, 2024, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

2.b Next Meeting:

Board of Directors

Date: March 21, 2024

Time: 6:00 p.m.

Location: Rio Bravo Country Club 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 – C \$46,637.72 Chase Operating Account
account balances as \$43,795.95 Chase Savings Account
of March 21, 2024. \$ 0.00 Chase CSA Savings*

\$90,433.67
- 3.b Chase Bank C \$31,505.24 – 2/29/24
Checking Activity, \$25,017.66 – 1/31/24
Operating Account,
Reconciliation, and
Bank Statements for
account ending 7230.
Reconciliation report
through 2/29/24;
11/30/23; and
10/31/23.
- 3.c Chase Bank Savings C \$43,795.95 – 2/29/24
Activity, \$11,095.65 – 1/31/24
Reconciliation, and

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Bank Statement for
account ending 8065.
Reconciliation report
through 12/29/23
and 1/31/24.

Chase Bank CSA \$--
Savings Activity,
Reconciliation, and
Bank Statement for
account ending 9186.
Status unknown.

3.d Treasury Bills CUSIP ending HF7, 26-week,
10-12-23 to 4-11-24 \$150,000.00
Total: \$150,000.00

Transferred back to Checking on 1/11/24
CUSIP ending GC5, 13-week,
10-12-23 to 1-11-24 \$6,200.00

Transferred back to Checking on 2/6/24
CUSIP ending JC2, 17-week,
10-10-23 to 2-6-24 \$25,500.00

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CUSIP ending JC2, 17-week,
10-10-23 to 2-6-24 \$7,200.00

3.e	Financial Reports for February and January 2024.	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 C C C C C C C	RATIFICATION – Cal Water Service 1. \$270.92 on 2/7/24 (account 3299590663) Electronic Payment 2. \$74.54 on 2/7/24 to (account 9554734079) Electronic Payment 3. \$85.93 on 2/7/24 (account 7344360372) Electronic Payment 4. \$323.45 on 1/4/24 (account 3299590663) Electronic Payment 5. \$74.10 on 1/4/24 to (account 9554734079) Electronic Payment 6. \$130.77 on 1/4/24 (account 7344360372) Electronic Payment RATIFICATION – PG&E 7. \$203.51 2/12/24 to PG&E

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- 8505317686-4) Electronic Payment)
C 8. \$162.89 1/9/24 to PG&E
8505317686-4) Electronic Payment)

RATIFICATION – OTHER

- C 9. \$109.00 to Chase Credit Card on
February 13, 2024.
C 10. \$107.00 to Chase Credit Card on
January 16, 2024.
C 11. \$108.00 to Chase Credit Card on
December 13, 2023.
C 12. \$6,450.00 to General Tree Service
2/26/24 Invoice 64605 for tree
service, various trees

Elite Maintenance & Tree Service

- C 13. \$771.79 2/29/24 Invoice 10203087
for February 2024 monthly service
C 14. \$725.00 Work Order 3106 on 2/28/24
Invoice 10202816 for main line
leak/valve leak 2/16/24

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- C 15. \$850.00 Work Order 2979 on 2/29/24
Invoice 10202839 for multi truck
sumac heavy trim, clean and haul
2/26/24
- C 16. \$771.79 1/31/24 Invoice 10202716
for January 2024 monthly service

Vacusweep

- C 17. \$175.00 (pending January 2024 invoice
for street sweeping)
- C 18. \$175.00 (pending February 2024
invoice for street sweeping)

CHECKS TO DISBURSE

HOA Management Solutions, Inc.

- C 19. \$1,146.85 (2/2024) Invoice
24-02 for management
/reimbursements
- C 20. \$1,146.85 (1/2024) Invoice
24-01 for management
/reimbursements

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Other

- C 21. \$220.00 to Billiards Backflow 2/20/24
Invoice 415044 for backflow testing
- 22. \$5,837.19 to The Manors Statement
through 6/30/23 on Cost Sharing
Agreement

3.g Other Administrative / Financial Items

- 1. The Manors Bill Status
- 2. Treasury Bills Investment Plan
- 3. CPA Engagement Letters
- 4. Community email and texts
- 5. Cinc Systems HOA Website

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

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4.b Roadway
Maintenance

4.c Landscape Maintenance

1. Cal Water Rebate Project Status
2. 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 Time:
Meeting

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.