

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, April 13, 2021

6:00 p.m. @ Rio Bravo Country Club and Zoom 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>			
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			Meeting started at: 6:00 p.m. [Annual meeting concurrently held and Inspector of Elections tallied ballots.]
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
Vacant	

Other Guest(s)

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HOA Management Solutions, Inc. by and through Sarah Resa (SR) or Mario Valenzuela (MV)	
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1.c Approval of January 26, 2021, Board meeting minutes.

Board reviewed the minutes. PC motioned to approve the January 26, 2021, meeting minutes. CM 2nd. All in Favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Announcement of new Board of Directors

As to Item 2.a.1, Inspector of Elections presented results, all candidates elected, Slocumb, Michaud, Doshi, & Wiley.

2. Election of Officers

As to Item 2.a.2, motion to nominate president made by PC. CM requested that new board member BS be present. Discussion had; election of officers tabled until next meeting date.

3. Open Floor

As to Item 2.a.3, discussion on signage repairs and relocation was had. Trini to make repairs if after a determination of

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whether Trini had licensing, insurance and bonding was to be determined.

RD also express RVCA's position on security gate issue with RBCA.

2.b Next Meeting:

Board of Directors Meeting – Annual Meeting and Election

Date: May 18, 2021

Time: 6:00 p.m.

Location: Rio Bravo Country Club and/or Zoom

As to Item 2.b, 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 April 19, 2021.

\$128,414.10 Chase Operating Account
\$ 27,380.13 Chase Savings Account
\$ 0.00 Chase CSA Savings*
\$100,000.00 Chase Certificate of Deposit*

PC motioned to approve CONSENT items except Item 3.f.3 (Checks to Disburse). CM 2nd – All in Favor.

\$255,794.23

*Information not available.

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- 3.b Chase Bank Checking Activity, C \$124,870.64 – 3/31/21
Operating Account, \$120,083.28 – 2/26/21
Reconciliation, and Bank \$116,914.28 – 1/29/21
Statements for account ending
7230. Reconciliation reports
through 1/29/21, 2/26/21, and
3/31/21.
- 3.c Chase Bank Savings Activity, C \$27,380.13 – 3/31/21
Reconciliation, and Bank \$27,379.64 – 2/26/21
Statement for account ending \$27,379.23 – 1/29/21
8065. Reconciliation report
through 1/29/21, 2/26/21, and
3/31/21.
- Chase Bank CSA Savings \$27,380.13 – 3/31/21
Activity, Reconciliation, and
Bank Statement for account
ending xxx. Reconciliation
report through 3/31/21.
- 3.d Chase Bank Certificate of \$100,000.00 – 12/31/19
Deposit Activity.

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3.e	Financial Reports for January, February, and March 2021.	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 Service
		C	1. \$62.74 on 4/5/21 (account 3299590663) Electronic Payment
		C	2. \$105.73 on 4/5/21 (account 7344360372) Electronic Payment
		C	3. \$125.96 on 4/5/21 to (account 9554734079) Electronic Payment
		C	4. \$82.61 on 3/3/21 (account 3299590663) Electronic Payment
		C	5. \$100.25 on 3/3/21 (account 7344360372) Electronic Payment
		C	6. \$59.94 on 3/3/21 to (account 9554734079) Electronic Payment
		C	7. \$105.18 on 2/2/21 (account 3299590663) Electronic Payment
		C	8. \$93.52 on 2/2/21 (account 7344360372) Electronic Payment
		C	9. \$58.55 on 2/2/21 to (account 9554734079) Electronic Payment

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RATIFICATION – PG&E

- C 1. \$138.35 4/13/21 to PG&E
(8505317686-4) Electronic
Payment
- C 2. \$168.68 3/15/21 to PG&E
(8505317686-4) Electronic
Payment
- C 3. \$171.84 2/9/21 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

- C 1. \$835.00 4/5/21 Plahn Landscape
(2/28/21 Invoice 111818)
- C 2. \$1,529.00 4/5/21 Plahn Landscape
(1/31/21 Invoice 111732)

CHECKS TO DISBURSE

Letourneau Landscape Services

- C 3. \$1,080.00 to (3/31/21 Invoice
3065 for monthly service, fertilizer) RD as when the next fertilizer treatment?
[Credit applied of \$105.00, check Need clarification. MV to contact
to issue for **\$975.00**] Letourneau.

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HOA Management Solutions, Inc.

- C 4. \$1,145.03 (3/2021)
- C 5. \$1,095.97 (2/2021)
- C 6. \$1,104.81 (1/2021)

Vacusweep

- C 7. \$135.00 (2/1/21 Invoice 00017)
- C 8. \$135.00 (3/1/21 Invoice 00370)
- C 9. \$135.00 (4/1/21 Invoice 00547)

Other

- C 10. \$908.50 to Farmers Insurance (renewal)
- C 11. \$150.00 to Billards Backflow (water backflow testing)
- 12. \$63,844.41 to The Manors (cost sharing) as of 1st Quarter Estimate DISPUTED
- 13. \$2,867.11 to Law Offices of Pamela Moore (legal) DISPUTED / Settlement counter.

3.g Other Financial Items

- 1. Rio Vista Estate Billing / Meeting MV noted that RVECA is willing to meeting either on 6/1/21 or 6/2/21. Discussion had; Board agreed to 6/1/21 meeting date. MV to determine time and group size.

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

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|-----|-----------------------|-------------------------------|---|
| 4.a | Operational Items | 1. Architectural Report | As to Item 4.a.1, no update. |
| | | 2. Inspection Activity Report | As to Item 4.a.2, 5115 Via Palermo weeds in grass reported. General discussion for newsletter topics, trim on homes, garage door painting, and address numbering need overall improvements. |
| | | 3. Drainage Cleaning RBCC | As to Item 4.a.3, drain remains unclean by 18 th hole lake area. |
| 4.b | Roadway Maintenance | 1. Trini or Aaron Status | As to Item 4.b.1, discussed above. Aaron out. Trini subject to licensing, insurance, bond requirements. |
| 4.c | Landscape Maintenance | | As to Item 4.c, some discussion on bark replacement with one view to wait it out and second view to install bark now. PC to contact landscaper. |

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- 4.d Board Education & Training Davis-Sterling Newsletter Topic Items and Links As to Item 4.d., in meeting packet.
- 4.e Summary of Prior Executive Session Report As to Item 4.e, discussion was had as to litigation status, a portion of Executive Session was had before the Regular Session and a portion was continued after Regular Session.
- Adjournment of Meeting** Time: 7:22 p.m. PC 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.