

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, May 16, 2023

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>			Meeting started at 6:10 p.m., quorum met.
1.a	Meeting Agenda Presentation / Pre-Meeting Adjustments to Agenda			No adjustments.
1.b	Call to Order – Roll Call of Directors			

Board of Directors

Fred Wiley, President	Present
Phil Crosby, Vice President	Present
Beth Espinoza, Secretary	Not Present
Raj Doshi, Chief Financial Officer	Not Present
Bill Slocumb, Member at Large	Present

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<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 March 21, 2023, Board meeting minutes.

As to Item 1.c., Board reviewed the minutes. PC motioned to approve the March 21, 2023, 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, no action.

2.b Next Meeting:

Board of Directors

Date: July 18, 2023

Time: 6:00 p.m.

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

PC motioned to approve CONSENT items with changes noted. BS 2nd – Majority in Favor.

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 May 16, 2023. | C | \$ 15,461.60 Chase Operating Account
\$ 972.43 Chase Savings Account
\$ 0.00 Chase CSA Savings*
\$160,000.00 T-Bill 26 weeks
\$ 40,000.00 T-Bill 17 weeks

\$216,434.03 | BS motioned to approve CONSENT items with changes noted. PC 2nd – Majority in Favor. |
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation report through 4/28/23 and 3/31/23. | C | \$<1,688.43> – 4/28/23
\$5,847.87 – 3/31/23 | |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 4/28/23, 3/31/23, and 2/28/23. | C | \$972.43 – 4/28/23
\$972.42 – 3/31/23
\$201,225.85 – 2/28/23 | |

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

3.d Treasury Bills
 17 Weeks Issue 3/7/23 \$ 40,000.00
 26 Weeks Issue 3/2/23 \$160,000.00

3.e Financial Reports for April and C Profit & Loss
 March 2023. Statement of Cash Flows
 Balance Sheet
 Budget to Expense
 Reserve Report

3.f Outgoing Funds – Ratification RATIFICATION – Cal Water Service
 of Ratification of electronic C 1. \$64.46 on 5/8/23 (account
 payments and approval of 3299590663) Electronic Payment
 payments to issue. C 2. \$48.16 on 5/8/23 to (account
 9554734079) Electronic Payment
 C 3. \$62.13 on 5/8/23 (account
 7344360372) Electronic Payment

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- C 4. \$57.53 on 4/4/23 (account 3299590663) Electronic Payment
- C 5. \$43.52 on 4/4/23 to (account 9554734079) Electronic Payment
- C 6. \$48.19 on 4/4/23 (account 7344360372) Electronic Payment

RATIFICATION – PG&E

- C 7. \$163.50 5/12/23 to PG&E (8505317686-4) Electronic Payment
- C 8. \$164.44 4/11/23 to PG&E (8505317686-4) Electronic Payment

RATIFICATION – OTHER

- C 9. \$40.00 to Chase Credit Card on April 12, 2023.

CREDIT CARD PAYMENT TO BE MADE

Elite Maintenance & Tree Service

- C 10. \$1,975.00 April 2023 Invoice 39054 for monthly service; color and main line repair.

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C 11. \$735.00 March 2023 Invoice 38198
for monthly service.

Vacusweep

C 12. \$175.00 (4/30/23 Invoice 2023-
00531 for street sweeping)

C 13. \$175.00 (3/31/23 Invoice 2023-
000377 for street sweeping)

CHECKS TO DISBURSE

HOA Management Solutions, Inc.

C 14. \$1,121.18 (4/2023) Invoice 23-04
for management.

C 15. \$1,111.22 (3/2023) Invoice 23-03
for management.

Other

16. \$1,237.67 to The Manors (cost
sharing agreement) per discussion.

After discussion, BS motioned to approve
Item 3.f.16. PC 2nd – Majority in Favor.

3.g Other Administrative / Financial
Items

1. The Manors Bill Status

As to Item 3.g.1, MV provided an update
and indicated The Manors statement fairly
accurate but some minor amounts not

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adding up, and there have been no recent invoices provided. MV to send partial payments and contact The Manors.

2. CPA prepared financials and tax filings As to Item 3.g.2, no update.

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

- | | | | |
|-----|-----------------------|---|--|
| 4.a | Operational Items | 1. Architectural Report
a. New Projects
b. Pending Projects | As to Item 4.a.1.and 4.a.1.b, no action. |
| | | 2. Inspection Activity
a. Hearings | As to Item 4.a.2.a, MV indicated that inspection was done and anticipated hearings on 5/30/23. |
| 4.b | Roadway Maintenance | | As to Item 4.b., no action. |
| 4.c | Landscape Maintenance | 1. Bark Bid / Landscape Project | As to Item 4.c., PC provided update on repairs and bids for bark. |

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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, The Manors settlement terms were discussed.
	<u>Adjournment of Meeting</u>	Time: 6:29 p.m.	PC motioned to adjourn the meeting. BS 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.