

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Thursday, July 27, 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 6:04 p.m., quorum met.

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	Present
Phil Crosby, Vice President	Present via Zoom
Beth Espinoza, Secretary	Not Present
Raj Doshi, Chief Financial Officer	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)	

1.c Approval of May 16, 2023, Board meeting minutes.

As to Item 1.c., Board reviewed the minutes. PC motioned to approve the May 16, 2023, meeting minutes. BS 2nd. Majority in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

2.b Next Meeting:

Board of Directors

Date: September 19, 2023

Time: 6:00 p.m.

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

Meeting date announced.

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| 3. | <u>Financial & Accounting</u>
Section 3 Supporting Documents in Attachment 3. | | CONSENT – Consent items designated with the letter “C.” |
| 3.a | Financial Summary – account balances as of July 27, 2023. | C | PC motioned to approve CONSENT items with changes as indicated and removal of pages 45 to 57 of meeting packet due to error. BS 2nd – Majority in Favor. |
| | | \$ 9,570.83 Chase Operating Account
\$46,896.22 Chase Savings Account
\$ 0.00 Chase CSA Savings*
\$160,000.00 T-Bill 26 weeks

\$216,467.05 | |
| 3.b | Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation report through 6/30/23 and 5/31/23. | C | |
| | | \$<3,541.44> – 6/30/23
\$418.13 – 5/31/23 | |
| 3.c | Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending | C | |
| | | \$896.22 – 6/30/23
\$972.44 – 5/31/23 | |

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8065. Reconciliation report through 6/30/23 and 5/31/23.

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

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

3.e Financial Reports for June and May 2023. 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
1. \$509.75 on 7/10/23 (account 3299590663) Electronic Payment
C 2. \$177.52 on 7/5/23 to (account 9554734079) Electronic Payment
C 3. \$309.36 on 7/5/23 (account 7344360372) Electronic Payment

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- C 4. \$310.41 on 6/5/23 (account 3299590663) Electronic Payment
- C 5. \$176.14 on 6/5/23 to (account 9554734079) Electronic Payment
- C 6. \$250.48 on 6/5/23 (account 7344360372) Electronic Payment

RATIFICATION – PG&E

- C 7. \$131.11 7/11/23 to PG&E (8505317686-4) Electronic Payment
- C 8. \$131.54 6/14/23 to PG&E (8505317686-4) Electronic Payment

RATIFICATION – OTHER

- C 9. \$70.00 to Chase Credit Card on July 13, 2023.
 - C 10. \$40.00 to Chase Credit Card on June 13, 2023.
- BS motioned to approve additional payment to Chase for \$4,000.00. PC 2nd – Majority in Favor.

CREDIT CARD PAYMENT TO BE MADE

Elite Maintenance & Tree Service

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C 11. \$1,185.00 May 2023 Invoice 40144
for monthly service; color and
main line repair.

Vacuseep

C 12. \$175.00 (6/30/23 Invoice 2023-
00824 for street sweeping)

C 13. \$175.00 (5/31/23 Invoice 2023-
000681 for street sweeping)

CHECKS TO DISBURSE

HOA Management Solutions, Inc.

C 14. \$1,111.70 (6/2023) Invoice 23-06
for management.

C 15. \$1,111.22 (5/2023) Invoice 23-05
for management.

Other

3.g Other Administrative / Financial
Items

1. The Manors Bill Status As to Item 3.g.1, payments made, no
update.

2. CPA prepared financials and As to Item 3.g.2, MV to send inquire about
tax filings financial reports status.

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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, no updates. |
| | | 2. Inspection Activity
a. Hearings | As to Item 4.a.2.a, SR will notify board when hearings are needed. |
| 4.b | Roadway Maintenance | | As to Item 4.b, no update. |
| 4.c | Landscape Maintenance | 1. Bark Bid / Landscape Project | As to Item 4.c, PC provided update on Cal Water reimbursable upgrades via the rebate program discussing Marantha \$26K bid noting it did not include sprinkler replacements; and Elite's \$9K bid that had plants, and irrigation. 40 yards of mulch needed.

BS motioned to approve the Elite bid. FW 2nd – Majority in Favor. |

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4.d	Board Education & Training	Davis-Sterling Newsletter Topic Items and Links	As to Item 4.d, MV indicated educational information links in packet.
4.e	Summary of Prior Executive Session Report		As to Item 4.e, discussion was held on circulating settlement agreement with other Manor board members.
	<u>Adjournment of Meeting</u>	Time: 6:26 p.m.	BS motioned to adjourn the meeting. PC 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.