

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, July 29, 2021

6:00 p.m. @ Rio Bravo Country Club

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 (FW)	
Phil Crosby, Vice President (PC)	
Raj Doshi, Chief Financial Officer (RD)	
Craig Michaud, Secretary (CM)	
Bill Slocumb, 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 of May 18, 2021, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Community Notice Regarding Legal Settlement / Initial Obligations
2. Open Floor

2.b Next Meeting:

Budget Meeting

Date: August 17, 2021

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 – account balances as of July 29, 2021.	C	\$127,292.95 Chase Operating Account \$ 27,381.47 Chase Savings Account \$ 0.00 Chase CSA Savings* \$101,747.43 Chase Certificate of Deposit** ----- \$256,421.85
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*Information not available.

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

3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation reports through 6/30/21 and 5/28/21.	C	\$66,678.03 – 6/30/21 \$63,784.77 – 5/28/21
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3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 6/30/21 and 5/28/21.	C	\$27,381.47 – 6/30/21 \$27,380.98 – 5/28/21
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Chase Bank CSA Savings Activity, Reconciliation, and Bank Statement for account ending 9186. Reconciliation report through 6/30/21.	\$-- 6/30/21
3.d Chase Bank Certificate of Deposit Activity.	\$101,747.43 – 6/4/21
3.e Financial Reports for April, May and June 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 1. \$590.68 on 6/30/21 (account 3299590663) Electronic Payment C 2. \$342.91 on 6/30/21 (account 7344360372) Electronic Payment C 3. \$175.06 on 6/30/21 to (account 9554734079) Electronic Payment

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- C 4. \$530.41 on 5/3/21 (account 3299590663) Electronic Payment
- C 5. \$203.89 on 5/3/21 (account 7344360372) Electronic Payment
- C 6. \$103.02 on 6/1/21 to (account 9554734079) Electronic Payment

RATIFICATION – PG&E

- C 1. \$123.15 7/13/21 to PG&E (8505317686-4) Electronic Payment
- C 2. \$127.63 6/11/21 to PG&E (8505317686-4) Electronic Payment

RATIFICATION – OTHER

None

CHECKS TO DISBURSE

Letourneau Landscape Services

- C 1. \$1,282.00 (5/30/21 Invoice 3281 for monthly service, fertilizer, and sprinkler repairs)

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C 2. \$1,192.00 (6/28/21 Invoice 3395
for monthly service, and sprinkler
repairs)

HOA Management Solutions, Inc.

C 3. \$2,884.65 (6/2021)

C 4. \$1,183.56 (5/2021)

Vacusweep

C 5. \$135.00 (7/1/21 Invoice 01513)

C 6. \$135.00 (6/1/21 Invoice 01220)

Other

7. \$ pending The Gorski Firm (legal
fees and expenses)

8. \$unknown to The Manors (cost
sharing) Settled.

9. \$2,867.11 to Law Offices of
Pamela Moore (legal) DISPUTED
/ Settlement counter.

3.g Other Financial Items

4. **Regular & Ongoing Business**

Section 4 Supporting
Documents in Attachment 4.

4.a Operational Items

1. Architectural Report

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2. Inspection Activity Report
3. Drainage Cleaning RBCC

4.b Roadway Maintenance

4.c Landscape Maintenance

1. Bark Status

4.d Board Education & Training

Davis-Sterling Newsletter Topic Items and Links

4.e Summary of Prior Executive Session Report

Adjournment of Meeting

Time:

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.