

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, August 17, 2021

6:00 p.m. via Zoom

— 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: 6:43 p.m.
1.b	Call to Order – Roll Call of Directors		<u>Board of Directors</u>	

Fred Wiley, President (FW)	Present
Phil Crosby, Vice President (PC)	Present
Raj Doshi, Chief Financial Officer (RD)	Present
Craig Michaud, Secretary (CM)	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 and ratification of July 29, 2021, Board meeting minutes.

Board reviewed the minutes. PC motioned to approve the July 29, 2021, meeting minutes and ratify at the meeting. CM 2nd. All in Favor.

2. **New Business**

1. 2022 Budget

As to Item 2.1, MV provided an update on preliminary budget preparations. Continuing from some budget discussion in Executive Session impacted by the completed litigation with The Manors, questions were raised about future cost-sharing payments to The Manors, revenue to be collected from Rio Vista Estates, and the impact of reserves once payment is made on the legal fees. MV indicated he will put together a spreadsheet for review of what should be the anticipate

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CSV billing based on the settlement with The Manors. Discussion had.

The committee members for the RVCA/Manors Committee will be RD and BS.

2.a New Items, Floor Items & Open Discussion

1. Community Notice Regarding Legal Settlement / Initial Obligations

As to Item 2.a.1, PC circulated the community notice via email to board. CM concerned about recapturing moneys spent on lawyer fees, and reserves. CM wants to explain benefits, plan going forward, how reserve/operating fund will be repaid, and how long it will take. Community notice will be updated. Discussion had.

2. Open Floor

As to Item 2.a.2, FW suggested a community poll to determine what kind of improvements RVCA wants. BS indicated that there would be an option for keeping things the same.

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RD requested meeting packets sooner.
CM agreed. MV to send completed
packet 4 days prior to meeting.

FW requested that all board members be
conducted via Zoom until further notice
and in light of non-billing by RBCC.

2.b Next Meeting:

Board of Directors | Budget Meeting

Date: September 21, 2021

Time: 6:00 p.m.

Location: Rio Bravo Country Club and/or
Zoom

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 August 17, 2021.

\$126,980.79 Chase Operating Account
\$ 27,381.91 Chase Savings Account
\$ 0.00 Chase CSA Savings*
\$101,747.43 Chase Certificate of
Deposit**

PC motioned to approve CONSENT
items with removal of Item 3.f.4 in Other
section. BS 2nd – Majority in Favor. RD
abstained.

\$256,110.13

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*Information not available.

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

3.b Chase Bank Checking Activity, C \$117,063.50 – 7/30/21
Operating Account,
Reconciliation, and Bank
Statements for account ending
7230. Reconciliation report
through 7/30/21.

3.c Chase Bank Savings Activity, C \$27,381.91 – 7/30/21
Reconciliation, and Bank
Statement for account ending
8065. Reconciliation report
through 7/30/21.

Chase Bank CSA Savings \$-- 6/30/21
Activity, Reconciliation, and
Bank Statement for account
ending 9186. Reconciliation
report through 6/30/21.

3.d Financial Reports for July 2021. C Profit & Loss
Statement of Cash Flows

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Balance Sheet
Budget to Expense
Reserve Report

3.f Outgoing Funds – Ratification
of Ratification of electronic
payments and approval of
payments to issue.

RATIFICATION – Cal Water Service
C 1. \$688.25 on 8/2/21 (account
3299590663) Electronic Payment
C 2. \$403.86 on 8/2/21 (account
7344360372) Electronic Payment
C 3. \$202.78 on 8/2/2021 to (account
9554734079) Electronic Payment

RATIFICATION – PG&E
C 1. \$126.27 8/10/21 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER
None

CHECKS TO DISBURSE
Letourneau Landscape Services
C 1. \$700.00 (7/28/21 Invoice 3501 for
monthly service)

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HOA Management Solutions, Inc.

C 2. \$1,096.16 (7/2021)

Vacusweep

C 3. \$135.00 (8/1/21 Invoice 2021-01616)

MV inquired about two payments from prior meeting that remained unsigned for Vacusweep. MV to send to RD for signature and mailing.

Other

C 4. \$73,644.22 to The Gorski Firm (legal fees and expenses)
C 5. \$400.00 to Reserve Study Specialist
6. \$2,867.11 to Law Offices of Pamela Moore (legal) DISPUTED / Settlement counter.

3.g Other Financial Items

1. Worker's Comp bid \$1,733.51.

As to Item 4.g.1, MV presented worker's compensation insurance bid. BS indicated that there could be exposure for not having coverage. RD inquired about availability of funds in budget. PC indicated that the differential is \$800. Discussion had.

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SB motioned to approve accept the bid for worker's compensation insurance. PC 2nd – All in Favor.

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

[This meeting was abbreviated and no further business was addressed.]

4.a Operational Items

1. Architectural Report
2. Inspection Activity Report
3. Drainage Cleaning RBCC
4. File backup status

4.b Roadway Maintenance

4.c Landscape Maintenance

1. Bark Status – rebid on medium bark / river rock

4.d Board Education & Training

Davis-Sterling Newsletter Topic Items and Links

4.e Summary of Prior Executive Session Report

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Adjournment of Meeting

Time: 7:14 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.