

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, September 19, 2023

6:00 p.m. via Zoom and Tony's Firehouse Grill & Pizza, 10701 Highway CA-178, Bakersfield, California 93306

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	
Phil Crosby, Vice President	
Beth Espinoza, Secretary	
Raj Doshi, Chief Financial Officer	
Bill Slocumb, Member at Large	

Other Guest(s)

RIO VISTA COMMUNITY ASSOCIATION

HOA Management Solutions, Inc. by and through Sarah Resa (SR) or Mario Valenzuela (MV)	
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1.c Approval of July 27, 2023, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Board Vote to Consider Board Election Candidates by Acclamation
2. Delegate Election Procedures
3. Open Floor

2.b Next Meeting:

Board of Directors

Date: October 17, 2023

Time: 6:00 p.m.

Location: Tony's Firehouse Grill & Pizza,
10701 Highway CA-178 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 September 19, 2023.	C	\$ 8,894.62 Chase Operating Account \$206,896.99 Chase Savings Account \$ 0.00 Chase CSA Savings* ----- \$215,791.61
3.b	Chase Bank Checking Activity, Operating Account, Reconciliation, and Bank Statements for account ending 7230. Reconciliation report through 8/31/23 and 7/31/23.	C	\$73,952.10 – 8/31/23 \$77,904.78 – 7/31/23
3.c	Chase Bank Savings Activity, Reconciliation, and Bank Statement for account ending 8065. Reconciliation report through 8/31/23 and 7/31/23.	C	\$52,005.62 – 8/31/23 \$52,005.18 – 7/31/23

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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 August and July 2023.	<table border="0" style="width: 100%;"> <tr> <td style="width: 20px;">C</td> <td>Profit & Loss</td> </tr> <tr> <td></td> <td>Statement of Cash Flows</td> </tr> <tr> <td></td> <td>Balance Sheet</td> </tr> <tr> <td></td> <td>Budget to Expense</td> </tr> <tr> <td></td> <td>Reserve Report</td> </tr> </table>	C	Profit & Loss		Statement of Cash Flows		Balance Sheet		Budget to Expense		Reserve Report		
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3.f Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.	<table border="0" style="width: 100%;"> <tr> <td colspan="2">RATIFICATION – Cal Water Service</td> </tr> <tr> <td style="width: 20px;">C</td> <td>1. \$587.32 on 9/11/23 (account 3299590663) Electronic Payment</td> </tr> <tr> <td style="width: 20px;">C</td> <td>2. \$174.96 on 9/5/23 to (account 9554734079) Electronic Payment</td> </tr> <tr> <td style="width: 20px;">C</td> <td>3. \$304.17 on 9/5/23 (account 7344360372) Electronic Payment</td> </tr> <tr> <td style="width: 20px;">C</td> <td>4. \$599.41 on 8/8/23 (account 3299590663) Electronic Payment</td> </tr> <tr> <td style="width: 20px;">C</td> <td>5. \$190.71 on 8/7/23 to (account 9554734079) Electronic Payment</td> </tr> </table>	RATIFICATION – Cal Water Service		C	1. \$587.32 on 9/11/23 (account 3299590663) Electronic Payment	C	2. \$174.96 on 9/5/23 to (account 9554734079) Electronic Payment	C	3. \$304.17 on 9/5/23 (account 7344360372) Electronic Payment	C	4. \$599.41 on 8/8/23 (account 3299590663) Electronic Payment	C	5. \$190.71 on 8/7/23 to (account 9554734079) Electronic Payment
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C 6. \$325.19 on 8/7/23 (account
7344360372) Electronic Payment

RATIFICATION – PG&E

C 7. \$124.92 9/11/23 to PG&E
(8505317686-4) Electronic
Payment

C 8. \$136.61 8/11/23 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

C 9. \$57.00 to Chase Credit Card on
September 13, 2023.

C 10. \$98.00 to Chase Credit Card on
August 14, 2023.

Elite Maintenance & Tree Service

C 11. \$1,255.00 August 2023 Invoice
43557 for monthly service; storm
drain cleanout.

C 12. \$735.00 July 2023 Invoice 42220
for monthly service

C 13. \$1,185.00 June 2023 Invoice 40211
for monthly service; sprinkler
repair lots 4, 6 & 9.

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Vacusweep

- C 14. \$175.00 (8/31/23 Invoice 2023-01112 for street sweeping)
- C 15. \$175.00 (7/31/23 Invoice 2023-000985 for street sweeping)

CHECKS TO DISBURSE

HOA Management Solutions, Inc.

- C 16. \$1,111.70 (8/2023) Invoice 23-08 for management.
- C 17. \$1,173.86 (7/2023) Invoice 23-07 for management.

Other

- 18. \$5,837.19 The Manors Statement through 6/30/23 on Cost Sharing Agreement

3.g Other Administrative / Financial Items

- 1. The Manors Bill Status
- 2. CPA prepared financials and tax filings

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

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- 4.a Operational Items
 - 1. Architectural Report
 - a. New Projects
 - b. Pending Projects
 - 2. Inspection Activity
 - a. Hearings

- 4.b Roadway Maintenance

- 4.c Landscape Maintenance
 - 1. Bark Bid / Landscape Project Status
 - 2. Rye Gras Bid

- 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.

RIO VISTA COMMUNITY ASSOCIATION

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.