

RIO VISTA COMMUNITY ASSOCIATION

Board of Directors Meeting

Tuesday, September 21, 2021

6:00 p.m. via Zoom

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

Meeting started at:

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 and ratification of August 17, 2021, Board meeting minutes.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor

2.b Next Meeting:

Board of Directors*

Date: October 19, 2021

Time: 6:00 p.m.

Location: Rio Bravo Country Club and/or

Zoom

*Budget/Annual meeting to be rescheduled.

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3. **Financial & Accounting** CONSENT – Consent items designated with the letter “C.”
 Section 3 Supporting Documents in Attachment 3.
- 3.a Financial Summary – account C \$124,366.12 Chase Operating Account
 balances as of September 17, \$ 27,382.38 Chase Savings Account
 2021. \$ 0.00 Chase CSA Savings*
 \$101,747.43 Chase Certificate of
 Deposit**

 \$253,495.93
- *Information not available.
 ** Per 6/4/21 Deposit Account Balance Summary
- 3.b Chase Bank Checking Activity, C \$89,654.12
 Operating Account,
 Reconciliation, and Bank
 Statements for account ending
 7230. Reconciliation report
 through 8/31/21.
- 3.c Chase Bank Savings Activity, C \$27,382.38
 Reconciliation, and Bank
 Statement for account ending

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8065. Reconciliation report through 8/31/21.

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

3.d Financial Reports for August 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. \$657.25 on 8/31/21 (account 3299590663) Electronic Payment
C 2. \$364.10 on 8/31/21 (account 7344360372) Electronic Payment
C 3. \$184.13 on 8/31/2021 to (account 9554734079) Electronic Payment
4.
RATIFICATION – PG&E

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- C 5. \$141.82 9/13/21 to PG&E
(8505317686-4) Electronic
Payment

RATIFICATION – OTHER

- C 2. \$24,548.07 to The Gorski Firm, PC
(1 of 3 annual payments on legal
fees)

CHECKS TO DISBURSE

Letourneau Landscape Services

- C 1. \$700.00 (8/30/21 Invoice 3592 for
monthly service)

HOA Management Solutions, Inc.

- C 2. \$1,097.26 (8/2021)

Vacusweep

- C 3. \$135.00 (9/1/21 Invoice 2021-
01808)

Other

- 4. \$2,867.11 to Law Offices of
Pamela Moore (legal) DISPUTED
/ Settlement counter.

3.g Other Administrative / Financial
Items

- 1. 2022 Budget
- 2. Reserve Study

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3. Community Notice Regarding
Legal Settlement / Initial
Obligations

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

- 4.a Operational Items

1. Architectural Report
2. Inspection Activity Report –
Responses (documentation in
Executive Session)
 - a. VLT-44-4780
 - b. VLT-44-4797
 - c. VLT-44-4783
 - d. VLT-44-4791
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

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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.