

# RIO VISTA COMMUNITY ASSOCIATION

## Board of Directors Meeting

Thursday, September 19, 2024

6:00 p.m. Rio Bravo Country Club, 15200 Casa Club Drive, Bakersfield, California 93306 and/or Zoom

### — Agenda & Management Summary

X **Minutes**

<u>No.</u>	<u>Item Description</u>	<u>Time</u>	<u>Discussion</u>	<u>Action</u>
1.	<b><u>Commencement of Meeting</u></b>			Meeting started at 6:07 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
Bill Slocumb, Secretary	Present
Raj Doshi, Chief Financial Officer	Present
Tim Diaz, 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 August 1, 2024, Board meeting minutes.

As to Item 1.c., the Board reviewed the minutes. PC motioned to approve the August 1, 2024, Board meeting minutes with correction to 2.a.2, BS 2<sup>nd</sup>. All in favor.

2. **New Business**

2.a New Items, Floor Items & Open Discussion

1. Open Floor
2. Appointment to Board of Tim Diaz

As to Item 2.a.1, no additional discussion.

As to Item 2.a.2, TD accepted appointment to Boad, summary and background provided.

BS motioned to approve conditional appointment of Tim Diaz to fill vacant opening, and a resolution will be voted on at next meeting to make decision permanent. PC 2<sup>nd</sup>. All in favor.

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- |     |   |   |
|-----|---|---|
| 3.  | Community Landscape Survey  | As to Item 2.a.3, PC discussed landscape survey results thus far, the survey's options on different types of plants. Discussion had.  |
| 4.  | Community Mailbox Restoration & Sunshade  | As to Item 2.a.4, discussion was had on finding shade for the mailbox structure, including relocation, adding a cement pad, poles, and re-painting. PC will contact the postal contractor to consider relocation options. |
| 2.b | Next Meeting:<br><br><b>Board of Directors – Budget,<br/>Appointment &amp; Acclamation Vote</b><br>Date: October 17, 2024<br>Time: 6:00 p.m.<br>Location: Rio Bravo Country Club and/or<br>Zoom | As to Item 2.b, the next meeting announced.   |
| 3.  | <b><u>Financial &amp;<br/>Accounting</u></b><br>Section 3 Supporting<br>Documents in<br>Attachment 3.   | CONSENT – Consent items designated with the letter “C.”   |
| 3.a | Financial Summary – C<br>account balances as  | \$ 9,632.29 Chase Operating Account<br>\$38,806.71 Chase Savings Account<br><br>PC motioned to approve CONSENT items. BS<br>2nd – All in Favor.   |

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of September 19,                   \$     0.00 Chase CSA Savings\*  
2024.                                   -----  
\$49,439.00

3.b Chase Bank C     -\$ 75.64 – 8/30/24  
Checking Activity,     \$6,499.90 – 7/31/24  
Operating Account,  
Reconciliation, and  
Bank Statements for  
account ending 7230.  
Reconciliation report  
through 8/30/24 and  
7/31/24.

3.c Chase Bank Savings C     \$38,852.73 – 8/30/24  
Activity,                 \$38,852.42 – 7/31/24  
Reconciliation, and  
Bank Statement for  
account ending 8065.  
Reconciliation report  
through 8/30/24 and  
7/31/24.

3.d Treasury Bills                   CUSIP ending HF7, 26-week,

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10-12-23 to 4-11-24 \$150,000.00  
 Total: \$150,000.00

3.e	Financial Reports for August 2024.	C	Profit & Loss Statement of Cash Flows Balance Sheet Budget to Expense Reserve Report	As to Item 3.e, BS noted that the year-to-date expenses did not match up with the budget. Budget did not appear to be entered. MV to review and address.
3.f	Outgoing Funds – Ratification of Ratification of electronic payments and approval of payments to issue.	C C C C C C	RATIFICATION – Cal Water Service 1. \$592.20 on 8/6/24 by cc (account 3299590663) Electronic Payment 2. \$431.10 on 8/6/24 by cc (account 9554734079) Electronic Payment 3. \$813.31 on 8/6/24 by cc (account 7344360372) Electronic Payment  RATIFICATION – PG&E 4. \$124.98 8/9/24 to PG&E 8505317686-4) Electronic Payment)  RATIFICATION – OTHER 5. \$6,317.49 to Chase – credit card expenses	

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## Elite Maintenance & Tree Service

- C 6. \$771.79 8/31/24 Invoice 10204717  
monthly service by cc
- C 7. \$450.00 8/30/24 Invoice 10204735  
work order 6870 1 1/2 main line break  
by cc

## Vacusweep

- C 8. \$195.00 August 2024 invoice for street  
sweeping on 8/9 by cc
- C 9. \$175.00 July 2024 invoice for street  
sweeping on 8/9 by cc

## CHECKS TO DISBURSE

### HOA Management Solutions, Inc.

- C 10. \$1,148.59 (8/2024) Invoice  
24-08 for management  
/reimbursements
- C 11. \$1,148.23 (7/2024) Invoice  
24-07 for management  
/reimbursements

### Other

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12. \$9,112.30 to The Manors Statement through 2<sup>nd</sup> quarter 2024 billed 7/17/24. Prior balance was \$5,837.19 through 6/30/23 on Cost Sharing Agreement

3.g Other Administrative / Financial Items

1. The Manors Bill Status

As to Item 3.g.1, MV provided summary of bill status. Discussion had, MV to contact management company. MV to email settlement agreement to board.

2. Treasury Bills Investment Status

As to Item 3.g.2, RD provided an update on T-Bills, as follows:

1<sup>st</sup> – 17-week term, amount \$60K

2<sup>nd</sup> – 26-week term, amount \$60K

3<sup>rd</sup> – 52-week term, amount \$60K

4. **Regular & Ongoing Business**

Section 4 Supporting Documents in Attachment 4.

4.a Operational Items

1. Architectural Report  
a. New Projects

As to Item 4.a.1.a, and 4.a.1.b, no activity.

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	b. Pending Projects	
	2. Inspection Activity	As to Item 4.a.2.a. Inquiry made as to 5115 Palermo, fines assessed and status.
	a. Hearings	
4.b	Roadway Maintenance	As to Item 4.b., no activity.
4.c	Landscape Maintenance	1. Cal Water, Water Conservation Program Status As to Item 4.c., PC discussed as part of Item 2.a.3. Further, prior payment approvals granted, awaiting completion of work.
4.d	Board Education & Training	Davis-Sterling Newsletter Topic Items and Links As to Item 4.d, information in board packet.
4.e	Summary of Prior Executive Session Report	As to Item 4.e, general non-action discussion, had in Executive Session.
	<b><u>Adjournment of Meeting</u></b>	Time: 6:55 p.m. PC motioned to adjourn the meeting. BS 2nd – All in Favor.



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## 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 the 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.