

RIVERWALK MASTER ASSOCIATION
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
Monday, January 23, 2023

The Board of Directors of the Riverwalk Master Association met at the Riverwalk Clubhouse following the Annual Meeting. President Simonich called the meeting to order at 6:00 p.m. Members Chapman, Cothran, Durkin, Harris and Milash were present. Members Alspecter, Solberg and Vanderau were absent. Association Manager Kristy Riviello was present.

Open Forum: There were no homeowners in attendance. President Simonich read an email from Secretary Alspecter commenting on concerns with snow removal at the beginning of January. President Simonich read an email from a homeowner requesting to schedule a lunch time potluck for the community. Open Forum was closed and the regular monthly meeting opened at 6:06pm.

Approval of Minutes: It was moved by Harris and seconded by Durkin to approve the minutes of the November 14, 2022 RMA meeting; approved unanimously.

Standing Committee Reports:

Treasurer's Report: Treasurer Milash reported The Operating Income for November was \$30,303 with a variance of \$4,120 under the expected amount of \$34,423. YTD Actual: \$128,682 YTD: \$137,692 Budget: Variance: \$9,010. The Operating Expense for November was \$24,461 with a variance of \$9,282 under the budgeted amount of \$33,743. YTD Actual: \$122,111 YTD Budget: \$132,222 Variance: \$10,111. The Operating Income for December was \$34,190 with a variance of \$233 under the expected amount of \$34,423. YTD Actual: \$162,872 YTD: \$172,115 Budget: Variance: \$9,242. The Operating Expense for December was \$30,829 with a variance of \$4,464 under the budgeted amount of \$35,293. YTD Actual: \$152,940 YTD Budget: \$167,515 Variance: \$14,575. The Reserve Fund received the monthly transfer of \$8,644 in December with the total Reserve Fund being \$499,707. In December, there were 6 delinquencies (up from 5 in November) totaling \$9,486 (up from \$9,080); 2 of the delinquencies exceeded \$500 and account for \$8,891 (94%) of the total amount due. Treasurer Milash also reported on interest rates should money be moved from the Reserve Fund to a CD.

Clubhouse Operations: Manager Riviello reported that during the months of November and December, six private events were held, bringing the total amount received for private events for the current fiscal year to \$9,500. Eight new contracts were written, bringing the total amount booked for this fiscal year to \$17,800. Maintenance items and projects completed in and around the Clubhouse in November and December include the following: the clubhouse lobby and front entrance were decorated for the holidays, the front entryway tile was treated with a non-slip agent called Stone Grip, the men's urinal was repaired due to a leak, the closet door in ballroom was repaired, a new kitchen faucet was purchased and installed, the sound bar in main area was reconfigured, the handle and lock on Pump Room door were replaced, a Led high output lamp was purchased and installed in the front entry, the courtyard overhead light was replaced courtyard overhead light, the steam rooms were cleaned and sanitized and the second and third fall cleanup were completed.

Community events in November and December included the 2nd Pie by the Fire event. It was enthusiastically attended by 35 homeowners who enjoyed a signature coffee cocktail and several different types of pie. A holiday cocktail party was hosted with two specialty cocktails and variety of catered appetizers. The event was a huge success and very well-received by all who attended. Riverwalk's first-ever caroling night was scheduled, but then cancelled due to weather. A blood drive was hosted by Kiwanis of Columbine. A holiday movie was enjoyed in the main area. A new monthly activity called Crafternoon was added to the November and December calendar. Homeowners bring a craft to work on while socializing with other crafters. The next Crafternoon will take place on February 10th with a focus on Vision Boards. Josh Blackburn entertained guests in November and

will return in March. Bluestar Electronic Recycling held their collection event in November and December. Five homeowner associations hosted their holiday socials at the Clubhouse. An annual drive was hosted by the Clubhouse to benefit two local organizations: Littleton Meals on Wheels and Colorado Pet Pantry.

Unfinished Business:

Update on Four Lobby Chairs: Manger Riviello reported that the new lobby chairs were ordered in January from Bassett Home Furniture. They will arrive at the Clubhouse in March.

New Business:

Flags at Monument Sign: Manager Riviello reported that one of the flags at the monument sign is caught on a flag pole. This will be corrected when it can safely be accomplished.

The Electrician: Manager Riviello reported that the vendor, The Electrician, has closed their business. She will be researching another electrician to change and fix lights on Riverwalk Circle.

Proposal for Kitchen Flooring: Manager Riviello presented a bid from Affordable Flooring Connection to replace the linoleum flooring in the kitchen, pantry and storage area. It was moved by Chapman and seconded by Cothran to approve the bid for \$6,632; approved unanimously.

Dishwasher Replacement: Manager Riviello reported one of the dishwashers in the kitchen has stopped working. She requested the Board to approve the amount of \$650 for a new dishwasher. It was moved by Durkin and seconded by Chapman to approve the amount of \$650 for a new dishwasher, delivery and maintenance plan; approved unanimously.

Board Member Basics: Manager Riviello provided information to the Board on a Board Member Basics class presented by Altitude Law.

The meeting was adjourned at 6:51p.m.

Respectfully submitted,
Michelle Milash, RMA Treasurer