

RIVERWALK MASTER ASSOCIATION  
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
Tuesday, January 15, 2019

The Board of Directors of the Riverwalk Master Association met at the Riverwalk Clubhouse. President Wingate called the meeting to order at 7:00 p.m. Members Abendroth, Alspector, Byron, Harris, Hooper, Milash and Simonich were present. Member Cothran was absent. Association Manager Kristy Riviello was present.

Open Forum: There was one homeowner in attendance. Open Forum was closed and the regular monthly meeting opened at 7:02 p.m.

Approval of Minutes: It was moved by Alspector and seconded by Byron to approve the minutes of the November 20, 2018 RMA meeting; approved unanimously.

Standing Committee Reports: Finance: Treasurer Milash reported that the Operating Income for November was \$31,300 with a variance of \$826 under the expected amount of \$32,126. YTD Actual: \$128,805 YTD Budget: \$128,505 Variance: \$301 The Operating Expense for November at \$27,121 was \$3,511 under the budgeted amount of \$30,632. YTD Actual: \$117,850 YTD Budget: \$129,071 Variance: \$11,220. The Operating Income for December was \$32,555 with a variance of \$429 over the expected amount of \$32,126. YTD Actual: \$161,360 YTD Budget: \$160,631 Variance: \$729. The Operating Expense for December at \$32,294 was \$2,512 over the budgeted amount of \$29,782. YTD Actual: \$150,145 YTD Budget: \$158,853 Variance: \$8,708. The Reserve Fund received the monthly transfer of \$7,684 in November/December with the total Reserve Fund being \$304,046. In December, there were 9 delinquencies (up from 6 in October) totaling \$5,304 (up from \$4,674); One of the delinquencies exceeded \$500 and accounts for \$3,925 (74%) of the total amount due. All accounts are followed-up using the delinquency protocol put in place by the RMA, including being placed in the hands of attorneys for appropriate action as dictated by policy. The Association continues to urge homeowners to contact Client Services at KC & Associates or Association Manager, Kristy Riviello, to resolve outstanding delinquencies.

Clubhouse Operations: Manager Riviello reported fourteen private events were held in November and December, bringing the total amount received from private events for the fiscal year to \$16,325. Five additional contracts were

written, bringing the total amount booked for the fiscal year to \$19,085. November and December maintenance items completed in and around the Clubhouse included the purchase of 25 pound dumbbells for the fitness center, the repair of the exercise bike crank, decorating of the Clubhouse for the holidays, the replacement of light bulbs throughout the Clubhouse, the replacement of the Riverwalk flag, the realignment of South facing doors, the replacement of the timer in the women's sauna, the repair of the directional sign near the Centennial buildings and the grinding of the three sidewalk areas around the Clubhouse that posed a trip hazard. During November and December, organized activities in the Clubhouse included November Community Coffee, which honored Veterans with a presentation by the Young Marines. Riverwalk homeowners collected and donated over 800 items to the Colorado organization, Streets Hope. The annual holiday brunch for homeowners offered an array of brunch items and mimosas with entertainment provided by Scherzando Strings. Six of the nine Riverwalk communities held holiday socials at the Clubhouse. A holiday brunch was hosted for the Clubhouse staff to show appreciation of their hard work.

Unfinished Business:

Update on Carpeting Project: Manager Riviello reported that carpet samples have been received. They are being tested for stains and cleaning durability by Carpet Cleaning by Craig. Pending the results from the cleaning, quotes will be requested.

New Business:

New Landscape/Snow Removal Company: Manager Riviello reported that effective December 31, 2018, Complete Landscape would no longer be in business. Five landscape and snow removal companies were interviewed in December. Mountain High Lawn & Landscape was selected as the new vendor. It was moved by Simonich and seconded by Wingate to approve the maintenance and snow removal contract from Mountain High Lawn & Landscape; approved unanimously.

Lighting in Front of Clubhouse: Manager Riviello reported that the lamp posts along the sidewalks at the entrance to the Clubhouse received new LED light bulbs. This has increased visibility for the entrance of the Clubhouse. Director Alspector recommended updating the sconce lighting fixtures on the brick walls by the front doors.

Leak in Dining Room Ceiling: Manager Riviello reported that a leak was repaired on the flat portion of the roof that was leaking into the dining room ceiling panels. This was repaired by J&P Roofing with no additional damage taking place.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,  
Bette Abendroth, Secretary