

RIVERWALK MASTER ASSOCIATION
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
Tuesday, January 24, 2022

The Board of Directors of the Riverwalk Master Association met at the Riverwalk Clubhouse. President Simonich called the meeting to order at 6:01 p.m. Members Alspector, Harris, Milash and Solberg were present. Members Cothran, Hooper, Wingate and Vanderau were absent. Association Manager Kristy Riviello was present.

Open Forum: There were two homeowners in attendance. The homeowners voiced concern about traffic on Riverwalk Circle and suggested adding a four way stop or removing parking spaces on Riverwalk Circle. President Simonich asked if Manager Riviello was pleased with the snow removal performed by D&S. Manager Riviello commented that she was pleased, but would continue communicating improvements to D&S. Open Forum was closed and the regular monthly meeting opened at 6:08 pm.

Approval of Minutes: It was moved by Harris and seconded by Simonich to approve the minutes of the October 19, 2021 RMA meeting; approved unanimously.

Standing Committee Reports: Finance: Treasurer Milash reported that the Operating Income for November was \$34,103 with a variance of \$296 over the expected amount of \$33,807. YTD Actual: \$141,881 YTD: \$135,227 Budget: Variance: \$6,654. The Operating Expense for November was \$28,199 with a variance of \$4,844 under the budgeted amount of \$33,043. YTD Actual: \$111,955 YTD Budget: \$132,380 Variance: \$20,425. The Reserve Fund received the monthly transfer of \$8,644 in November with the total Reserve Fund being \$445,025. In November, there were 9 delinquencies (up from 8 in October) totaling \$7,951 (up from \$7,684); 2 of the delinquencies exceeded \$500 and account for \$7,411 (96%) of the total amount due. The Operating Income for December was \$30,468 with a variance of \$3,339 under the expected amount of \$33,807. YTD Actual: \$172,349 YTD: \$169,034 Budget: Variance: \$3,314. The Operating Expense for December was \$26,098 with a variance of \$7,194 under the budgeted amount of \$33,293. YTD Actual: \$138,053 YTD Budget: \$165,673 Variance: \$27,620. The Reserve Fund received the monthly transfer of \$8,644 in December with the total Reserve Fund being \$453,672. In December, there were 9 delinquencies (similar to 9 in November) totaling \$8,071 (up from \$7,951); 2 of the delinquencies exceeded \$500 and account for \$7,601 (94%) 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 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 \$19,925. Five new contracts were written, bringing the total amount booked for this fiscal year to \$33,525. The use of Facebook, Nextdoor, Google Business and other social media platforms continue to be a successful rental tool along with word-of-mouth referrals from successful rentals. Arapahoe County announced in December 2021 that they would separate from Tri-County Health. This separation will not take place until December of 2022. Arapahoe County and Adams County remain with Tri-County until December 2022. The Public Health Order requiring face coverings went into effect November 24th, 2021. The order and mandate will remain in effect until staffed ICU bed capacity in the North Central Emergency Preparedness Region reaches 10% or greater for 14 consecutive days. As of January 23rd, 8.4% of ICU beds are available. Per the order, Arapahoe County needs to be over 10% for 14 days for the mask mandate to be amended or rescinded. Maintenance items and projects completed in and around the Clubhouse in November and December included the annual holiday decorating of the Clubhouse along with placement of holiday lights on the exterior of the Clubhouse. The removal and storage of all holiday lights and decorations took place on January 3rd. The quarterly inspection of the HVAC system and fitness equipment was completed. The ignitor for the fireplace in the Main Hall was cleaned and repaired. The bench in the pool enclosure nearest to the hot tub was

repaired. The new plantings in islands #1 and #3 were trimmed and winter watering was completed. A lamp fixture along Riverwalk Circle was blown off by high winds and was repaired by The Electrician. Future projects for spring include requesting bids for the painting of the Clubhouse exterior as well as bids for new pool chaises. Bids will be requested for our 5 insurance policies. Social events in November and December included the first Pie by the Fire event, which was a huge success. There will be a Pie on the Patio event for April. The holiday brunch took place on December 3rd. It was catered by Lynette's Catering with entertainment provided by Colorado Caroling Company. Four HOA holiday parties were hosted at the Clubhouse. From November 1st through December 3rd, the annual community donation took place on behalf of two local organizations; Meals on Wheels of Littleton and Humane Society of South Platte Valley. Over 1,000 items were collected and donated. Kiwanis Club of Columbine hosted a blood drive on December 6th. The next blood drive will take place Monday, March 14th. Manager Riviello expressed appreciation for many generous and thoughtful gifts and cards received from residents during the holiday season.

Unfinished Business:

Men's and Women's Sauna Update: Manager Riviello reported that the grout in the men's and women's sauna was repaired, filled and sealed by Viking Technology.

Directional Sign Update: Manager Riviello reported that the directional sign damaged on September 7th was installed in December.

Lighting Near Monument Sign Update: Manager Riviello reported that The Electrician installed the solar controlled lighting for the Riverwalk monument sign and American flag pole.

New Business:

Hot Tub Cover Proposal: Manager Riviello presented a bid received from The Pool Man for a new hot tub cover and spa wand. It was moved by Harris and seconded by Alspector to approve the bid from The Pool Man for \$970.00 (\$787 for the hot tub cover and \$120 for the spa wand); approved unanimously.

Speeding in Community: Treasurer Milash that she spoke with Littleton Police about traffic and speeding in the Riverwalk Community. Per Littleton Police, they did not recommend adding speed bumps or reverse speed bumps due to emergency vehicles, the width of Riverwalk Circle and snow removal equipment. The Littleton Police did recommend continued communication on traffic issues in the newsletter and board meetings, flashing solar powered stop signs, contacting the Littleton Police non-emergency phone number with license plate information on speeding vehicles and working with a security company on ticketing traffic violators. The Board also recommended contacting the Littleton Police to monitor the community during high traffic times in the morning and evening.

The meeting was adjourned at 6:41 p.m.

Respectfully submitted,
Stan Alspector, RMA Treasurer