

RIVERWALK MASTER ASSOCIATION
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
Tuesday, March 15, 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, Vanderau and Wingate were present. Members Cothran, Hooper and Solberg were absent. Association Manager Kristy Riviello was present.

Open Forum: There were no homeowners in attendance. President Simonich suggested having a food truck visit the community during the summer. Treasurer Milash will research the cost of having a food truck. Director Wingate informed the RMA Board that Tom Durkin will be replacing her as the Greens representative effective April 2022. Director Alspector asked if having a dog (Koko) present at the Clubhouse was a distraction to business or guests. It was agreed that the dog was not a distraction. Manager Riviello addressed that she was “on-call” when not present at the Clubhouse. Open Forum was closed and the regular monthly meeting opened at 6:22 pm.

Approval of Minutes: It was moved by Vanderau and seconded by Harris to approve the minutes of the January 24, 2022 RMA meeting; approved unanimously.

Standing Committee Reports: Finance: Treasurer Milash reported that the Operating Income for January was \$34,708 with a variance of \$901 over the expected amount of \$33,807. YTD Actual: \$207,057 YTD Budget: \$202,841 Variance: \$4,215. The Operating Expense for January was \$24,032 with a variance of \$9,886 under the budgeted amount of \$33,918. YTD Actual: \$162,085 YTD Budget: \$199,591 Variance: \$37,506. The Reserve Fund received the monthly transfer of \$8,644 in January with the total Reserve Fund being \$462,320. The Operating Income for February was \$33,062 with a variance of \$745 under the expected amount of \$33,807. YTD Actual: \$240,119 YTD Budget: \$236,648 Variance: \$3,470. The Operating Expense for February was \$27,703 with a variance of \$4,715 under the budgeted amount of \$33,418. YTD Actual: \$189,788 YTD Budget: \$232,009 Variance: \$42,221. The Reserve Fund received the monthly transfer of \$8,644 in February with the total Reserve Fund being \$470,968. In February, there were 10 delinquencies (up from 9 in January) totaling \$8,548 (up from \$8,308); 2 of the delinquencies exceeded \$500 and account for \$7,981 (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 January and February, eight private events were held, bringing the total amount received for private events for the current fiscal year to \$26,225. Nine new contracts were written, bringing the total amount booked for this fiscal year to \$38,100. The use of Facebook, Nextdoor, Google Business and other social media platforms continue to be a successful rental tool as well as word-of-mouth referrals from successful rentals. Many positive reviews have been received on Yelp and Google business. Maintenance items and projects completed in and around the Clubhouse in January and February included the cleaning of glass barware and glass shelving behind the bar, the repair of chairs in the main hall, the purchase and installation of a new fire alarm battery, the flushing and activation of two interior drinking fountains, the touch-up of trim and baseboards in main hall, the repair of a light pole along Riverwalk Circle and the repair of two locker room stall latches. Social events in January and February included the first Mimosa and Waffle New Year’s Brunch. The annual Valentine’s Day carnation delivery took place on February 11th. Over 100 carnations were delivered. The wine exchange scheduled for February 11th was cancelled due to a power outage. This event was rescheduled for March 11th. A discussion group was added to the calendar in the fall. Many homeowners have participated in lively discussions on a variety of topics. The discussion group collected over sixty Valentine’s cards from Riverwalk residents who then delivered to local first responders.

Unfinished Business:

Speeding in Community: Treasurer Milash summarized the research that she presented at the January RMA Meeting. The Board agreed to remind residents about speeding in the community through the newsletter and individual HOA meetings. Treasurer Milash and Manager Riviello will revisit the cost of flashing stop signs when working on the 2022-2023 budget.

New Business:

Riverwalk Circle Intersection at Fairway 6 and Canterbury Entrance: This concern was brought to the Board at the January RMA meeting. President Simonich asked that a reminder about safely exiting communities that have no internal stop signs be included in the April newsletter. It would be the decision of the individual communities to add stop signs to their property.

RMA Meeting Schedule: Manager Riviello explained that per the Riverwalk Bylaws, the RMA Board is required to meet monthly. The management and Board may decide to reschedule a monthly meeting or meet via Zoom due to inclement weather or minimal new business.

Clubhouse Evening Schedule: Manager Riviello informed the Board that residents have expressed interest in extended hours at the Clubhouse. Two dates have been selected in April where the Clubhouse will remain open until 8pm. The evening and weekend hours will be evaluated. Manager Riviello commented that Clubhouse hours will not return to the extended hours pre-pandemic.

Pool Furniture – Chaises: Manager Riviello presented three pool chaise options for the RMA Board. It was moved by Vanderau and seconded by Wingate to approve the bid from Home Depot for \$6,000 for 15 pool chaise; approved unanimously. This is a reserve item scheduled for this fiscal year.

RMA Insurance: Manager Riviello reported that the RMA insurance policies renew on May 1, 2022. A bid has been requested on insurance policies.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,
Stan Alspector, RMA Treasurer