

RIVERWALK MASTER ASSOCIATION
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
Tuesday, February 27, 2024

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

Open Forum: There were no homeowners in attendance. President Simonich asked to have a reminder placed in the newsletter to keep dogs on a leash when being walked in the community. Open Forum was closed and the regular monthly meeting opened at 6:06pm.

Approval of Minutes Regular RMA Meeting: It was moved by Chapman and seconded by Vanderau to approve the minutes of the November 21, 2023 Regular RMA Meeting; approved unanimously.

Standing Committee Reports:

Treasurer's Report: Treasurer Milash reported that the Operating Income for January was \$36,213 with a variance of \$1,791 over the expected amount of \$34,422. YTD Actual: \$218,268 YTD: \$206,534 Budget: Variance: \$11,734+. The Operating Expense for January was \$30,382 with a variance of \$6,179 under the expected amount of \$36,561. YTD Actual: \$191,855 Budget: \$205,347 Variance: \$13,482. The Reserve Fund received the monthly transfer of \$8,644 in January with the total Reserve Fund being \$578,222. \$300,000 from the Reserve Fund was moved to 3 CDs - \$100,000 12-month CD and \$100,000 15-month CD at 4.75% interest rate. The 6-month CD was rolled to a 13-month CD at 5.0% interest rate. In January, there were thirteen delinquencies (down from forty-three in December) totaling \$13,983 (up from \$13,790); 1 of the delinquencies exceeded \$500 and accounted for \$12,343 (98%) of the total amount due.

Clubhouse Operations Report: Manager Riviello reported that since the November RMA meeting, eight private events have been held. The total amount received for private events for the current fiscal year is \$24,750. Nine new contracts were written, with two cancellations, that total \$36,700 in expected income for the current fiscal year. Maintenance items completed in and around the Clubhouse in January included: the removal and storage of the holiday lights and decorations, the repair of the chair closet door arm, the replacement of the MPR doorstop, the quarterly inspection of the fitness equipment, the replacement of the cables on lat pulldown and flat head curl machine, re-installing the coat rack in gym, the installation of new CenturyLink modem, the repair of the women's handicap shower seat, reattaching the lattice to fence by the hot tub, the replacement the bulb on light pole 25 and reporting the light pole by Adult Condos to Excel. Community social events that occurred in January included: Community Luncheon soup party, social time and Personal Pizza Friday.

Unfinished Business: There was no unfinished business.

New Business:

Website Update: Manager Riviello presented a proposal to update the Riverwalk community website. The update would allow residents to view the website on cell phones and tablets, include detailed community and rental information and allow Manager Riviello to update the website. It was moved by Chapman and seconded by Solberg to accept the bid from Clockwise Media for \$1,680; approved unanimously.

Defibrillator (AED) Research: Treasurer Milash presented information on the purchase of a Zoll AED Plus Defibrillator at the Clubhouse. The AED would be installed by the fitness room with accessibility to the pool area. The staff would receive training from American Red Cross (ARC). The total cost is \$3,289 (\$1,599 for the AED, \$1,171 ARC training and \$519 registration). It was moved by Solberg and seconded by Chapman to approve the purchase of the Zoll AED Plus, registration of the AED and training for the staff; approved unanimously.

CPR Classes: Treasurer Milash presented information on the RMA hosting an adult and pediatric CPR class at the Clubhouse. The American Red Cross (ARC) would teach the class. The RMA will pay for the CPR class. Information on the CPR class will be included in the Riverwalk newsletter and open to twenty residents. The cost for the class is \$860. It was moved by Solberg and seconded by Vanderau to approve the adult and child CPR class paid for and hosted by the RMA; approved unanimously.

Parking Lot Asphalt Proposals: Manager Riviello and Treasurer Milash presented three bids on asphalt repair for the west side of the Clubhouse parking lot and roundabout areas in front of the Clubhouse. The Board requested another proposal from an asphalt company recommended by Member Chapman. This agenda item is tabled until the March RMA meeting.

Delinquent Homeowner Payment Plan: Manager Riviello requested approval for a payment plan for a delinquent homeowner. It was moved by Solberg and seconded by Vanderau to approve the payment plan; voted 7 in favor and 1 opposed, approved.

The meeting was adjourned at 7:11 p.m.

Respectfully submitted,

Sheryl Solberg, RMA Secretary