

RIVERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO

MINUTES OF THE 2010 ANNUAL MEETING FOR JANUARY 11, 2010

President:	Chris Duran	present
Vice President:		
Secretary/Treasurer:	Sharon Carmichael	present
Members:	David Floyd	present
	Brian Smith	present
	Stevie Strock	present
	Wendy White	present
	Michael Carr	present
Wehner Property:	Rick Ingraham	present

Call to Order and Certification of Proxies:

Chris Duran called the meeting to order at 7:10 pm in unit 305 with residents present (13) or proxies provided (7) a quorum was issued.

Proof of Notice of Meeting and Waiver of Notice:

Proof of notice of meeting and waiver of notice were presented by Wehner Property Management.

Reading and Disposal of Unapproved Minutes:

Meeting minutes for the 2009 Annual Meeting were read by and approved by the residents in attendance and entered into the record.

Report of Officers:

There were no reports from officers.

Report of Committees:

No committees were formed in 2009.

Election of Directors:

Chris Duran stepped down as president, David Floyd and Sharon Carmichael completed their term on the board. Kevin Logan and David Goebel were nominated to serve on the board, Kevin as president and David as a member at large which each in turn accepted. A voice vote of the owners present was taken and the nominations were approved. The position of secretary/treasurer is open and will be decided at the monthly board meeting in February.

Managers Report:

In Rick Ingraham's absence Chris Duran presented the managers report with three 2010 budget proposals the first no increase in dues which would leave us with a negative cash flow of \$1,667.00, the second a 5% dues increase providing a positive cash flow of \$969.00 and the third a 10% dues increase providing a positive cash flow of \$3,703.00. He went further to say that Xcel Energy was indicating an approximately 10% increase for budget billing to take effect 6/1/10, Wehner Management Company was also requesting an increase in fees from \$12,600.00 per year to \$13,200.00 which is a monthly increase of \$50.00. Discussion was held on these issues by those present prior to a vote.

Unfinished Business:

None

New Business:

Proposed updates to declaration completed a vote by all members (owners) needs to take place by special meeting or mail in ballot.

The association has been paying monthly bank services charges and the board is looking at various other banks in order to avoid paying these monthly charges which reached over \$700.00 in 2009.

The ballots of those present along with proxy votes were then counted and the 5% increase in dues passed. The new dues increase will go into effect on March 1, 2010.

Chris Duran adjourned the meeting at 8:30 PM

The next meeting will be at 7:00 PM Monday, February 14, 2011 in Unit (to be announced).

All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary
January 31, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO 80218

MINUTES OF THE BOARD MEETING FOR FEBRUARY 8, 2010

President:	Kevin Logan	present
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	present
Members:	Brian Smith	present
	Stevie Strock	present
	Wendy White	present
	Michael Carr	present
	Chris Duran	absent
Wehner Property:	Rick Ingraham	absent

The meeting was called to order at 7:00pm in Unit #108.

Minutes for the annual meeting for January 11, 2010 were approved.

We reviewed/discussed the Cash Flow Statement for January 2010.

- Stevie had a question as to why there was a **sprinkler repairs charge** for this month.
- The group also looked at the **management fees charge** and was wondering when the increased management fee goes into effect.
- The group also discussed the **bank charges** and we're proposing Rick Ingraham take ownership of working with Wells Fargo to establish an account that has fewer/no charges.

Old Business:

- HOA decs

New Business:

- David Goebel volunteered to be the Secretary/Treasurer.
- Request for Wehner to limit the number of paper printouts of the documents brought to the monthly meetings. Asking that they only bring 2 or 3 copies for us to share at the meeting, and to email us board members these documents well before the meeting so that we can review them before the meeting.
- We'd like to have a list that shows unit #, along with name of owners (and renters if applicable) as well as contact information for each unit.
- Kevin Logan to talk with Chris Duran to get list of the vendors (plumbers, maintenance, etc) and their contact info.
- We're in need of a good general maintenance worker.
- David Goebel to draft a letter to give to each unit regarding the loss of our neighbor in unit #204 and donations to the MS Society.

- Kevin Logan discussed the idea of having control joints installed to mitigate the spread of the cracking in the walls in the hallways.
- John in unit #104 is selling unit #206. David Goebel asked on his behalf if a lockbox could be placed out front. David also discussed the fact that John is only doing this on a temporary basis (only when he is away from the building). The board unanimously approved.
- Stevie reminded the board that the elevator is supposed to be inspected in February.
- Wendy brought up the idea of having the door frames in the building painted.
- Brian and David talked about the lack of people cleaning up after their dogs in the courtyard. Wendy mentioned that we, as dog owners, need to pick up this waste if we come across it. Discussed the idea of having signs put outside asking owners to pick up after their pets. We also discussed having Wehner draft a letter to homeowners regarding this.

The meeting was adjourned at 8:00pm.

The next monthly board meeting will be at 7:00pm on Monday, March 8, 2010 in Unit #104. All homeowners are invited to attend board meetings and offer their input.

David Goebel, Secretary/Treasurer
February 10, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO 80218

MINUTES OF THE BOARD MEETING FOR APRIL 12, 2010

President:	Kevin Logan	present
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	present
Members:	Brian Smith	present
	Wendy White	present
	Michael Carr	present
	Chris Duran	present
Wehner Property:	Robert Wehner	present

The meeting was called to order at 7:00pm in Unit #211.

Minutes for the monthly meeting for March 8, 2010 were approved.

We reviewed/discussed the Cash Flow Statement for March 2010.

- We discussed the \$1914.12 payment to ThyssenKrupp Elevator. \$1143 was balance remaining for the replacement of the controller boards due to lightning. \$771.12 was for service period 3/1/10 to 5/31/10.
- I asked Robert Wehner if they could get the financial documents to me prior to the monthly HOA meeting so that I could have time to review these documents before the monthly HOA meeting.

Old Business:

- n/a

New Business:

- Stevie Strock has resigned from the HOA Board.
- Discussed the issue of moving heavy/large objects using the elevator. Kevin Logan would like a better definition of "large object".
- The Bank of the West CD was renewed and the new terms of the CD are: 36 months with a 2% rate.
- HOA Decs update– mostly involved cleaning up some of the language. Kevin Logan is going to talk with Legal counsel regarding the HOA Decs.
- During summer, Kevin Logan will interview some structural engineers regarding the hallway cracks mitigation.
- Elevator inspection passed.
- Discussed the issue of painting hallways.
- Areas of dead grass on lawn on east side of bldg. Need to have grass seed planted in these areas.
- Decided against having signs for "picking up after pets" in courtyard. Rather, we decided to have signs on outside of building (north and east sides).
- Wehner is going to look into what the boiler policy covers.

- Looked over the delinquency list.
- Fire hazard deficiency proposal. Robert Wehner will draft letter to homeowners who don't have enough clearance on the top of their storage units.
- Need to look at repairing the light fixture for the light on the north side of the building.
- Discussed the possibility of moving cigarette ashtrays.
- Kevin Logan is going to get with Chris regarding the swamp coolers. Chris will show Kevin what needs to be done to get the swamp coolers going. Usually we turn them on around Memorial Day.
- Wehner gave us some names of reliable maintenance workers:
 - Mike McCollem – 303.808.6773
 - Scott Colby – plumbing
 - Steve Moose – painter/drywall – 720.271.9763

The meeting was adjourned at 8:10pm.

The next monthly board meeting will be at 7:00pm on Monday, May 10, 2010 in Unit #305. All homeowners are invited to attend board meetings and offer their input.

David Goebel, Secretary/Treasurer
April 16, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO 80218

MINUTES OF THE BOARD MEETING FOR MAY 10, 2010

President:	Kevin Logan	present
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	present
Members:	Brian Smith	present
	Wendy White	present
	Michael Carr	present
	Chris Duran	present
Wehner Property:	Robert Wehner	present

The meeting was called to order at 7:00pm in Unit #305.

Minutes for the monthly meeting for April 12, 2010 were approved.

We reviewed/discussed the Cash Flow Statement for April 2010.

- Association dues and Parking income were higher in March than they were in January, February, and April.
- We still have roughly a \$60/month bank charge.
- There was a \$93.71 charge for key copies. No board members were aware of this charge. Wehner is to figure out who ordered these keys and remove charge if necessary.
- Grounds Maintenance contract was \$665 for January, \$332 for February, 0 for March, and \$332 for April. This is supposed to be a steady/consistent ~\$400 charge.

Old Business:

- n/a

New Business:

- Looked over the delinquency list.
- Discussed the plumbing issue with unit #109. Proper procedure regarding correspondence is to be between homeowner, and not renter. Wehner to draft letter to homeowner and renter.
- If realtors request info regarding building info for units for sale, Wehner will provide the realtors the building information requested.
- Chris took care of parking space request for unit #204.
- Change to decs will be discussed more at the next annual meeting.
- Kevin will have 2 structural engineers come out to give us estimates on hallway cracks mitigation.
- Painting the frames of the doors will be discussed more when we decide to do a global painting of the common areas.

- We will meet 10 minutes early (before next month's board mtg) to determine where to place dog signs.
- Wehner brought up the Fire System Proposal. Monitoring of our fire system by SimplexGrinnell would be \$420/year.
- Swamp coolers will be turned on the week of 5/16 or 5/23.
- To report graffiti, any homeowner can go to the Denver.gov web address.
- Wehner to draft letter to units who need to have more ceiling clearance in their storage unit.

The meeting was adjourned at 8:15pm.

The next monthly board meeting will be at 6:50pm on Monday, June 14, 2010 in Unit #309. All homeowners are invited to attend board meetings and offer their input.

David Goebel, Secretary/Treasurer
May 18, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
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MINUTES OF THE BOARD MEETING FOR JUNE 14, 2010

President:	Kevin Logan	absent
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	present
Members:	Brian Smith	absent
	Wendy White	present
	Michael Carr	present
	Chris Duran	present
Wehner Property:	Robert Wehner	present

The meeting was called to order at 7:00pm in Unit #305.

Minutes for the monthly meeting for May 10, 2010 were approved.

We reviewed/discussed the Cash Flow Statement for May 2010.

- \$93.71 Lock & Key charge in April was for keys ordered by Kevin Logan.
- Wastewater charge \$660.94 was for the annual storm drainage system service charge for service dates of 4/7/10 through 4/6/11.
- The property insurance amount has been fluctuating quite a bit each month. Wehner is going to check with American Family Insurance on this. Also, there was a \$20 returned back item fee that was charged to one of our two policies. Wehner is going to check into this.
- \$10 monthly miscellaneous fee is for the website.

Old Business:

- Decided against hanging signs for picking up after your pets.
- Settlement with unit #109 and insurance company discussed.

New Business:

- Looked over the delinquency list. Wehner to draft letter to 2 units that are delinquent regarding their parking privileges being taken away.
- Wehner to gather a few quotes for our yearly carpet cleaning in the common hallways and stairwells.
- Wehner to figure out if there is a manual release on the garage door to use during times of power outages.
- There is water in the light fixture in the back, south stairwell.
- Unit #304 would like to replace their back door. Wehner to draft letter to unit to let them know of their 3 choices (door for unit #202, #302, and the same door that is on all of the other units).

- The ceilings of the balconies are in need of scraping/painting, etc. Need to look through decs to see if this is part of the HOA's responsibility or the homeowners' responsibility.

The meeting was adjourned at 8:15pm.

The next monthly board meeting will be at 7:00pm on Monday, July 12, 2010 in a place yet to be determined. All homeowners are invited to attend board meetings and offer their input.

David Goebel, Secretary/Treasurer
June 21, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO 80218

MINUTES OF THE BOARD MEETING FOR JULY 12, 2010

President:	Kevin Logan	present
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	present
Members:	Brian Smith	absent
	Wendy White	absent
	Michael Carr	present
	Chris Duran	present
Wehner Property:	Robert Wehner	present

The meeting was called to order at 7:00pm in Unit #305.

Minutes for the monthly meeting for June 10, 2010 were approved.

We reviewed/discussed the Cash Flow Statement for June 2010.

- \$55.14 quarterly charge and \$715.98 quarterly charge from ThyssenKrupp Elevator Corp – Why are there 2 different invoices? Wehner to follow up with ThyssenKrupp to figure out why there are 2 different charges.
- We were charged 2 different \$67.50 charges from ThyssenKrupp for 4/25/10 call (couldn't get the elevator alarm to shut off) we made to them. Wehner to follow up with ThyssenKrupp regarding these charges.
- We will not waive late fee for unit #109.
- Wehner to draft letter to unit #312 regarding outstanding balance.

Old Business:

- Received \$945 quote from Best Value Steam Cleaning for cleaning hallway carpets.

New Business:

- Colorado Garage Door Co. gave us a \$350 quote for getting the manual process for opening the garage door in place (manual latch/hook). This would keep the bar from dropping down too low for larger vehicles to get out of garage during lengthy power outages.
- McBride (Integrated Electrical) gave us an estimate for the smoke alarm system. We have 3 different types of smoke detectors (First Alert, BRK, and Universal). Wehner is going to provide the Board Members with this quote from McBride.
- Wehner is going to draft letter regarding unit #111's concern with the south back alley door not always closing firmly.

The meeting was adjourned at 8:00pm.

The next monthly board meeting will be at 7:00pm on Monday, August 9, 2010 in unit #305. All homeowners are invited to attend board meetings and offer their input.

David Goebel, Secretary/Treasurer
July 19, 2010

RIVIERA CONDOMINIUM ASSOCIATION, INC.
1175 EMERSON STREET
DENVER, CO 80218

MINUTES OF THE BOARD MEETING FOR AUGUST 9, 2010

President:	Kevin Logan	present
Vice President:	n/a	n/a
Secretary/Treasurer:	David Goebel	absent
Members:	Brian Smith	present
	Wendy White	present
	Michael Carr	present
	Chris Duran	present
Wehner Property:	Rick Ingraham	present

Also in attendance:
Owner of Unit #311
Owner of Unit #204
Renter Unit #304
Owners of Unit #111

The meeting was called to order at 7:00pm in Unit #305.

Motion to approve July Meeting Minutes not conducted.

We reviewed/discussed the Cash Flow Statement for June 2010.

- No significant question arose regarding July monthly statements.

Old Business:

- Wehner is going to draft letter regarding unit #111's concern with the south back alley door not always closing firmly.
- Received \$945 quote from Best Value Steam Cleaning for cleaning hallway carpets.
- McBride (Integrated Electrical) gave us an estimate for the smoke alarm system. We have 3 different types of smoke detectors (First Alert, BRK, and Universal). Wehner is going to provide the Board Members with this quote from McBride.

New Business:

- A disturbance in the courtyard on 8/9/10 between Owners of unit #111 and renters of #304 over rules & regulations concerning dogs running free in courtyard was discussed with residents of units 111, 311, 204 & 304 in attendance. Owners of unit #111 were vocal in complaint to unit 304 over this violation. Grievances were

brought to the HOA meeting by both parties involved over violation of dogs in courtyard (Rule #20) and the use of use of loud and offensive language by Owners of unit #111 to evince compliance of rules and regs. Objections to the Owners of #111 repeated use of loud and offensive language were affirmed by the Owners of unit's #311 and #309. Loud partying late at night was also a complaint of unit #204 coming from unit #304. The following items and actions were agreed upon by all parties in attendance.

- Any future direct confrontation between residents are to be cordial and respectful. Private disputes over rules are not to disturb other residents of the building.
 - All complaints over perceived rules and regs violations must be brought to the attention of the board and the property manager in writing or other means of record for HOA action to facilitate rule compliance.
 - Board reiterated our responsibility to take action to enforce rules and regulations when complaints are furnished in writing.
 - Meaning of rules and regs was discussed. Dog rule will be clarified to state 'dogs in courtyard must be on leash' to avoid misunderstandings.
 - Rules and regulation will be required to be provided to renters by Owners or property manager for their understanding prior to signing a lease.
 - Letter regarding rule concerning dogs in courtyard and complaint handling process of will be distributed to all tenants of the building with reiteration of boards' ability to enact fines for violations.
 - All rules and regulations will be reviewed by the board to clarify meaning and intent. The HOA board's interpretation of rules and regs will be presented for discussion at the next annual meeting in January.
- HOA approved Colorado Garage Door Co. to install manual an accessible door disconnect latch to release the garage door from the pull drive in case of a power failier. Quote for work was \$350.
 - HOA approved Best Value Steam Cleaning to clean hallway and stair carpets.
 - McGraff, who installed fire alarm system, to come out and assess the three different types of smoke alarms comprising our smoke alarm system. McGraff to provide quote for replacement of fire alarms to ensure all are compatible with each other. Wehner will provide the Board Members with this quote from McGraff.

- Unit #305 bike tires were slashed. Letter about bike security to be generated and distributed.

The meeting was adjourned at 8:15pm.

The next monthly board meeting will be at 7:00pm on Monday, September 13, 2010 in unit #305. All homeowners are invited to attend board meetings and offer their input.

Kevin Logan, President
August 16, 2010