

**“THE RIVIERA  
CONDOMINIUM  
ASSOCIATION”**

**THERE WAS NO**

**REGULAR BOARD  
MEETING**

**Held In January, 2009**

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

MINUTES OF THE BOARD MEETING FOR FEBRUARY 9, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 211.

Minutes for the December meeting were approved at the January annual meeting by board members. Minutes for the annual meeting will be read for approval at next years annual meeting.

The financial statement for January 2009 showed total income of \$9,168.26, with operating expenses of \$12,713.52 leaving a net operating income of (\$3,545.27). Total reserves transfers of (\$2,325.60) and prepayments of (\$581.00) leaves cash flow of (\$1,800.00). Utilities costs for the month were \$2,097.96 gas, \$286.08 electric, \$395.18 water and \$384.48 sewer. Property insurance of \$1,595.82 (2 months), HVAC \$3,913.11 replace pressure relief valve, repair leak in SE corner, repair boiler pump, boiler pilots going out.

Old Business:

- HOA decs (Jester & Gibson ongoing).
- Xcel budget billing, talked about seeing quarterly adjustments as they occur.

New Business:

- Thank you to Hasi for finding a frame for the buzzer system in the lobby.
- Thank you to Wendy White for the **gift** of the bench in the lobby.

The meeting was adjourned at 7:45 PM.

The next board meeting will be at 7:00 pm Monday, March 9th in unit 108. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
February 28, 2009

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

MINUTES OF THE BOARD MEETING FOR MARCH 9, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 108.

Minutes for the February meeting were approved.

The financial statement for February 2009 showed total income of \$11,007.01, with operating expenses of \$8,553.59 leaving a net operating income of \$2,453.42. Total reserves transfers of (\$39.99) and prepayments of (\$908.37) leaves cash flow of \$1,505.06. Utilities costs for the month were \$2,082.96 gas, \$300.23 electric, \$276.79 water and \$384.48 sewer. Property insurance of \$1795.41, Inspections \$616.00 test & inspect backflow system and wet sprinkler. Elevator stuck on 2<sup>nd</sup> floor reset phase I fire service \$246.00, roof repairs furnished and installed 2 heating cable 100 ft each \$1,100.00.

Old Business:

- HOA decs (Jester & Gibson ongoing).

New Business:

- Rick Ingraham looking into Seminole Gas a supplier of natural gas to Xcel energy with the possibility of savings for our heating.

The meeting was adjourned at 7:45 PM.

The next board meeting will be at 7:00 pm Monday, April 13th in unit 202. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
March 27, 2009

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

MINUTES OF THE BOARD MEETING FOR APRIL 13, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 202.

Minutes for the March meeting were approved.

The financial statement for March 2009 showed total income of \$10,136.32, with operating expenses of \$8,492.92 leaving a net operating income of \$1,643.40. Total reserves transfers of (\$101.88) and prepayments of \$1,532.42 leaves cash flow of \$3,048.63. Utilities costs for the month were \$2,097.00 gas and \$285.96 electric, property insurance of \$1,693.49, quarterly elevator inspection \$704.88. Plumbing cost of \$1,041.91 for repair of leak from unit 211 to unit 111 as well as repair of galvanized line in the parking garage.

Old Business:

- HOA decs (Jester & Gibson ongoing).
- Discussion of various past due parking fees and how to proceed in accordance with HOA decs.

New Business:

- Rick Ingraham has arranged for a representative from Seminole Energy to attend the May board meeting to present their proposal for potential savings on our heating.
- Rick also has scheduled with Broomhall Brothers for May 6<sup>th</sup> startup on the swamp coolers.
- James Moore Accounting is moving forward on the audit of the association books and records for the past fiscal year.

The meeting was adjourned at 7:50 PM.

The next board meeting will be at 7:00 pm Monday, May 11th in unit 205. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
April 25, 2009



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

MINUTES OF THE BOARD MEETING FOR MAY 10, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 205.

Minutes for the April meeting were approved.

The financial statement for April 2009 showed total income of \$8,578.46, with operating expenses of \$7,828.20 leaving a net operating income of \$1,643.40. Total reserves transfers of (\$97.09) and prepayments of (\$887.70) leaves cash flow of (\$234.53). Utilities costs for the month were \$1,289.91 gas and \$175.90 electric, \$269.39 water, \$384.48 sewer, 660.94 waste water and property insurance of \$1,655.41. Electrical repairs of \$68.00 for the intercom, fire/smoke alarms \$285.00 to repair leak in sprinkler system, plumbing \$442.19 repair leak into parking garage.

Old Business:

- Mike from Seminole Energy spoke with the board regarding purchasing our gas through Seminole with a potential savings of \$3,300.00. We will look further at this to find any potential drawbacks.
- HOA decs (Jester & Gibson ongoing).

New Business:

- June meeting will run for additional one half hour to review revisions to decs that needed clarification..

The meeting was adjourned at 8:30 PM.

The next board meeting will be at 7:00 pm Monday, June 8, 2009 in unit 305. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
May 31, 2009

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

MINUTES OF THE BOARD MEETING FOR JUNE 8, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 205.

Minutes for the May meeting were approved.

The financial statement for May 2009 showed total income of \$9,036.20, with operating expenses of \$6,831.87 leaving a net operating income of \$2,204.33. Total reserves transfers of (\$128.69) and prepayments of (\$525.91) leaves cash flow of \$2,075.64. Utilities costs for the month were \$1,289.94 gas and \$175.90 electric, also property insurance of \$964.41. General maintenance charge of \$939.00 consists of charge for repair of drywall in bath unit 105, patch/paint living room unit 105, patch and paint outside of unit 111, repair of hinge on garage door. HVAC \$248.66 repair of water line for swamp cooler, Lock & Key \$87.50 repair lock on inner vestibule door, Plumbing \$453.00 test/certify backflow, clean out sewer line and plug leak.

Old Business:

- Further discussion on Seminole Energy, per Wehner Management the cost of preparing monthly statements for homeowners would increase because of the additional work the change would cause their biller. Another issue is that we would either need to put down a deposit with Seminole of \$5,000.00 or we would need to do ACH transfer.
- HOA decs (Jester & Gibson ongoing).

New Business:

- Final decision regarding Seminole Energy.

The meeting was adjourned at 8:30 PM.

The next board meeting will be at 7:00 pm Monday, July 13, 2009 in unit 211. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
June 28, 2009

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

MINUTES OF THE BOARD MEETING FOR JULY 13, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 211.

Minutes for the June meeting were approved.

The financial statement for June 2009 showed total income of \$8,966.16, with operating expenses of \$6,593.67 leaving a net operating income of \$2,372.49. Total reserves transfers of (\$157.43) and prepayments of (\$806.87) leaves cash flow of \$1,408.19. Utilities costs for the month were \$616.69 gas, \$284.39 electric, \$549.11 water and \$384.48 sewer also property insurance of \$964.41. Quarterly inspection of elevator, \$704.88, plumbing - fix leak in sprinkler system over space #29, \$153.00.

Old Business:

- Further discussion on Seminole Energy the cost seems to outweigh the benefit that we gain by switching over. The board is waiting on additional information from Wehner Property Management.
- The swamp coolers were not cooling as they should, Broomhall Brothers was called out to look at them, they cleaned off the filters and they are now working properly.
- HOA decs (Jester & Gibson ongoing).

New Business:

- Final decision regarding Seminole Energy.

The meeting was adjourned at 7:50 PM.

The next board meeting will be at 7:00 pm Monday, August 10, 2009 in unit 108. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
July 31, 2009

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

MINUTES OF THE BOARD MEETING FOR AUGUST 10, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 108.

Minutes for the July meeting were approved.

The financial statement for July 2009 showed total income of \$9,366.80 with operating expenses of \$9,529.95 leaving a net operating income of (\$163.15). Total reserves transfers of (\$145.18) and prepayments of (\$291.77) leaves cash flow of (\$600.10). Utilities costs for the month were \$1,617.30 gas, \$220.54 electric, \$384.85 water and \$192.24 sewer also property insurance of \$964.41. Annual fire inspection \$272.00, \$985.00 carpet cleaning, \$1,585.63 HVAC drained and repaired boiler also cleaned out water distribution system on swamp coolers. Plumbing \$735.50 cleaning of main sewer lines for building also cleaned kitchen sink line for unit that ended up as an obstruction in a main line.

Old Business:

- With further information and discussion the Board voted to shelve a change to Seminole Energy at this time as the cost outweighs any savings we might receive..
- HOA decs (Jester & Gibson ongoing).

New Business:

- The Board received a repair order from ThyssenKrupp Elevator with an estimate to repair the damage from the lightening strike. The Board voted on and approved a special assessment to pay for the repairs needed.
- The Board voted on and approved an estimate to have Rushton Tree Service trim trees around the property. This will be paid from the special 2% reserves that we voted on at the annual meeting in 2008 to be used for improvements at the Riviera.
- The Board voted on and approved an estimate for carpet repair, to stretch and trim the carpet in the first floor hallway.
- Rick Ingraham to do a walk through with KC Services our grounds maintenance people to discuss various issue we have had with their service.

The meeting was adjourned at 7:55 PM.

The next board meeting will be at 7:00 pm Monday, September 14, 2009 in Unit 305. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
July 31, 2009

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

MINUTES OF THE BOARD MEETING FOR SEPTEMBER 14, 2009

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

The meeting was called to order at 7:05 p.m. in Unit 305.

Minutes for the August meeting were approved.

The financial statement for August 2009 showed total income of \$10,819.22 with operating expenses of \$10,178.58 leaving a net operating income of \$640.64. Total reserves transfers of (\$149.64) and prepayments of (\$273.63) leaves cash flow of \$217.37. Utilities costs for the month were \$1,618.56 gas, \$220.71 electric, \$414.45 water and \$192.24 sewer also property insurance of \$964.41. Electrical repairs \$255.85 replace lights north side of bldg, down payment on elevator repairs \$2,248.00. General maintenance \$265.00 power stretch and trim carpet, \$35.00 adjust door closer back door. HVAC \$381.88 repairs to swamp cooler, plumbing \$781.08 repair leak in laundry room, installed new repair plug in garage, ran kitchen line and floor drain in garage.

Old Business:

- Elevator – additional part to be installed Tuesday 9/15 or Wednesday 9/16 so hopefully it will be up and running when this latest part is installed.
- Garage door repair – removed and replaced close stop switch.
- Boiler preparation – Colby plumbing was in to prep boiler for the fall/winter, found a slight gas leak will be back to repair.
- HOA decs (Jester & Gibson ongoing).

New Business:

- Swamp cooler winterization – Rick Ingraham to call Broomhall Brothers to schedule this.
- Walk through performed with KC Services our grounds maintenance people along with Rick Ingraham and Stevie Strock. New bid submitted for November 2009 thru October 2010 not approved by board we do not feel an increase is justified based on performance.

The meeting was adjourned at 8:00 PM.

The next board meeting will be at 7:00 pm Monday, October 12, 2009 in Unit 202. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
September 30, 2009

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

MINUTES OF THE BOARD MEETING FOR OCTOBER 12, 2009

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

The meeting was called to order at 7:00 p.m. in Unit 202.

Minutes for the September meeting were approved.

The financial statement for September 2009 showed total income of \$11,963.61 with operating expenses of \$12,093.24 leaving a net operating income of (\$129.63). Total reserves transfers of (\$161.32) and prepayments of \$863.72 leaves cash flow of \$572.77. Utilities costs for the month were \$1,618.76 gas, \$220.74 electric, \$432.21 water and \$192.24 sewer also property insurance of \$964.41. Accounting fees of \$1,350.00 for tax return, also audit for fiscal year ending 12/31/2008. Elevator repairs of \$704.88 quarterly inspection, garage parts and service on evening of 9/11/09 door stuck in the open position. HVAC of \$1,562.35 boiler maintenance cleaned, oiled, checked for gas leaks, replaced shut off valve due to gas leak, installed a new air vent for hot water tank, swamp coolers shut down for season. Plumbing \$834.00 for install of new piping and shut off valves for cold water lines on south side of garage, north side of parking garage troubleshooting to find leak, unit 306 kitchen sink waste line was plugged and had to go 20" into waste line to repair. Lawns – Trees – Shrubs \$1,010.00 for tree trimming services.

Old Business:

- Elevator – received partial refund once deductible was met of \$1,387.79, additional monies due.
- KC Services – grounds maintenance new contract for November 2009 thru October 2010 was approved with no increase, they will work on improving their performance.

New Business:

- Snow removal/Lawn and sprinkler maintenance – part of above contract with KC Services they are promising to be more responsive.

The meeting was adjourned at 7:42 PM.

The next board meeting will be at 7:00 pm Monday, November 9, 2009 in Unit 211. All Homeowners are invited to attend board meetings and offer input.

Sharon Carmichael, Secretary  
October 26, 2009

**Note: The board has 4 members stepping down in 2010. Owners please consider becoming a board member.**

