

**THE MILL RIVER PROPERTY OWNER'S ASSOCIATION (POA)**  
**2019 ANNUAL MEETING OF THE MEMBERS**  
**MINUTES**

Thursday, July 30, 2019, Coeur d'Alene Inn/Best Western  
506 W. Appleway Avenu, Coeur d'Alene, ID, 83814  
5:30 p.m. – 6:30 p.m.

**Board Member Attendees**

Dave Barclift – President  
Jim Helgeson – Treasurer  
Jeremy Voeller – Sergeant at Arms

**Management Company**

Laura White - ASI  
Kari Carson - ASI  
Jeannie Steele – ASI

**Call to Order**

Meeting was called to order by President, Dave Barclift, at 5:36 p.m. and a quorum was established whereas over 25% of the membership was represented in person or by proxy. Dave introduced the present Board members and ASI as the HOA management company.

**Approval of the 2018 Annual Meeting Minutes**

After review of the 2018 Annual Meeting Minutes a motion was made by Pat McCarthy to approve the minutes. The motion was seconded by Doneda Allen. All in favor, none opposed. The motion passed.

**Financial Reports (2018 January - June)**

Laura White (ASI) provided the financial reports on behalf of the Board of Directors.

- **Year – to – Date (YTD) Income and Expense Statement (on an accrual basis) by Neighborhood (As of June 30, 2019).** It was reported that Year-to-Date in 2019:
  - The **Edgewater** income received was \$25,936.45. **Edgewater** operating expenses paid YTD were \$6,113.81. Leaving an **Edgewater** net income of \$19,822.64.
  - The **River Life** income received was \$14,120.06. **River Life** operating expenses paid YTD were \$9,161.91. Leaving **River Life** net income of \$4,958.15.
  - The **Summerwalk** income received was \$9,534.85. **Summerwalk** operating expenses paid YTD were \$6,932.13. Leaving **Summerwalk** net income of \$2,602.72.
  - The **Master** (% from all neighborhoods to maintain the joint common area) income received was \$70,242.94. **Master** operating expenses YTD were \$21,527.19. Leaving **Master** net income of \$48,715.75.
  - The **Mill River Condos Association (117 members)** income received YTD \$28,080.00 and the **Rivers Edge HOA (22 members)** income received YTD \$7,128.00 and the **Commercial property (10 lots)** income received YTD \$4,660.00 which is part of the **Total and Master** income received.
- **Balance Sheet by Class (on an accrual basis):** As of 6-30-19, the total assets, liabilities and equity were as follows:
  - **Master** - \$157,281.31
  - **Edgewater** – \$20,621.39
  - **River Life** - \$39,975.91
  - **Summerwalk** - \$24,379.23
  - **Total** - \$242,257.84

A member asked why the private park property was not noted as an asset on the Balance Sheet. Discussion occurred stating it could be noted in the future but as a zero dollar asset. Dan Panther made

a motion to accept the June 2019 Financials as presented. Bobbie Dannenbrink seconded the motion. All in favor; none opposed. The motion passed.

### **Neighborhood Board Update**

Dan Panther, River Life Neighborhood Board representative, gave an update that there are currently two (2) vacant lots left. Builder plans for one lot was just submitted. Most of the exterior change applications have been for exterior painting. The Board is using an approval system to maintain the integrity of the community so that the same color houses are not close together.

Colleen English, Summerwalk Neighborhood Board representative, gave an update that four (4) exterior change applications were submitted and reviews; city sidewalk was repaired by the city; and a vendor providing better snow removal procedures will be contracted with in 2019-20.

Mike Lyon, Edgewater Neighborhood Board representative, gave an update that the Edgewater Neighborhood Board continues to review builder plans for some of the vacant lots in the community. The landscape maintenance continues to be an issue but most of the problems have become resolved.

### **Community Projects Completed and to be Completed**

Dave Barclift informed the members about the projects completed or scheduled to be completed:

- Comprehensive tree preservation analysis was obtained by an Arborist/Tree Care professional;
- Walking path seal coating bid is coming shortly;
- LED light replacement has been completed at the private park;
- Continued success combating the Geese waste issues in the private park;
- Newly updated Reserve Study is in process;
- Private park is in need of maintenance and development of new guidelines so a Private Park Committee is being developed – members are encouraged to sign up; and
- The walking path landscape from Woodhaven Loop to the Mill River Condos has been completed – Thank you to the Mill River Condo Board for spearheading this project.

### **Elections**

#### **Master Board Election:**

There are currently four (4) Board positions up for election for the Mill River POA Master Board at the meeting. Dave Barclift and Jim Helgeson have completed their two (2) year terms so there are two (2) open positions for two (2) year terms. There are two vacated Board positions for a one-year term. Doneda Allen, Colleen English and Jimmy Sheehan are named on the ballot. Ann Rule is a write-in candidate as her application was submitted today. Laura White (ASI) opened the floor to nominations. No nominations were made. Due to there being four (4) candidates for four (4) positions on the Board, ballots were not needed to be cast. Dan Panther made a motion to accept all candidate names on the ballot as Board Members. Shelley Barclift seconded the motion. All members in favor; none opposed.

**Motion passed unanimously.**

**Results: Jimmy Sheehan, Colleen English, Doneda Allen and Ann Rule will join Board Member, Jeremy Voeller as the Mill River Property Owners Association Board of Directors.**

### **Open Forum Discussion**

#### **Pathway Safety:**

The walking path from Grand Mill to Woodhaven Loop continues to be a hazard and safety issue for pedestrians. The Association put in yellow speed bumps but there continues to be issues. Owner recommended solution – continue the pathway away from the driveways at 9' wide and 7' in length.

**Edgewater Entry and Street Island:**

There are non-working lights at the sign and directing to the trees; center island turf needs maintenance; green space needs better care. Suggestion to install a private gate.

**General Landscape:**

The landscape maintenance in the community is unacceptable. There are many areas that need special attention. Solution: retain a different vendor

**Railroad Right of Way:**

The maintenance by the city needs attention. Jeremy Voeller encouraged all members to become actively involved with their input to the City of Coeur d'Alene on how the railroad tracks along Shoreview in front of the River Life community should be developed. The development of these areas may have a huge impact on the Mill River POA. It was recommended that the Board of Directors send a letter to the city as representative of the community with ideas of development that would benefit the neighborhood property values.

Public parking on Shoreview and Grand Mill are blocking vehicles. The concrete barriers should be changed out.

**Sidewalk Safety:**

An owner read a letter composed by the owners at 4127 Woodhaven Loop and submitted photos of the uneven sidewalk panels in River Life creating a safety hazard. Article 8, Section 8.01 addresses this issue holding owners responsible. The sidewalks are unsafe and no longer ADA compliant. The owner requests a plan be composed by the Mill River POA to address these problems. Letter/photos are enclosed with 2019 Annual Members Meeting folder.

**Private Park:**

The private park general aesthetics needs improvement. The Board is in the process of developing a Private Park Committee. Members that sign up will be contacted and a Committee Charter will be developed outlining the goals and responsibilities for this committee.

**Dogs in the Private Park:**

Restricted hours in the early morning to allow dogs off leash in the private park needs to be considered.

**Snow Removal:**

The contracted snow removal vendor needs to be directed to push all snow into the swales and not onto the sidewalk areas.

**Builder plans on Woodhaven Loop:**

It was noted that the approved building plans for a home on Woodhaven Loop seems to be different than the homes around it. Dan Panther spoke for the River Life Neighborhood Board and stated that the plans were approved as they meet the qualifications within the CC&R's architectural guidelines.

**Forensic Audit:**

The Board contracted a third-party accounting firm to conduct a Forensic Audit of the Association's financials from 2016 which was the date the declarant relinquished control of the Association to the members. The audit determined that the financials are in good order.

**Off Road Vehicles:**

It is reported that off road vehicle owners are using the city right of way behind Millwright for travel causing disruptions and creating a nuisance to the neighborhoods.

**Adjourn**

With no other business to discuss, Dave Barclift adjourned the meeting at 7:03 p.m.

**Election of the Board of Directors Officers**

At 7:05 p.m. the Mill River POA Board of Directors met to elect officers. The following were elected:

President – Doneda Allen – term ending in 2020  
Vice-President – Jimmy Sheehan – term ending in 2021  
Secretary – Ann Rule – term ending in 2020  
Treasurer – Colleen English – term ending in 2021  
Sergeant at Arms – Jeremy Voeller – term ending in 2020

Each officer position will be for one year.

The next Board of Directors Meeting will be held September 12, 2019, Thursday at 4:00pm at the ASI conference room

The meeting for the Mill River POA Board of Directors was adjourned at 7:09 pm.

*Minutes respectfully submitted by Laura White with Association Services, Inc.*