

THE MILL RIVER PROPERTY OWNER'S ASSOCIATION

BOARD OF DIRECTORS MEETING

Sept. 12, 2019, Thursday, 4:00pm

LOCATION: Association Services, Inc.

1st Floor Conference Room – 1110 Park Place, Coeur d'Alene, ID

MEETING MINUTES

Attendees:

Board of Directors:

Doneda Allen - President
Jimmy Sheehan – Vice-President
Ann Rule – Secretary
Colleen English – Treasurer
Jeremy Voeller – Sergeant at Arms

Association Services, Inc.

Laura W. White – ASI

Members:

Chet Gaede
Diane Fineo
Donald DuBois

Edgewater Neighborhood Board:

Mike Lyon

River Life Neighborhood Board:

Dan Panther

Summer Walk Neighborhood Board:

Susan DuBois

Call Meeting to Order:

The President, Doneda Allen called the meeting to order at 4:00 p.m. and a quorum was established.

Review/Approve Board Meeting Minutes:

Ann Rule made a motion to approve the 6/26/19 and 7/2/19 Meeting Minutes and Mike Lyon seconded the motion. Motion passed by all.

Financial Reports:

Laura White (ASI) presented the July 2019 Financials which had been emailed to the Board previously. The balance in the Operating Account is \$74,520.06 and the balance in the Reserve Fund account is \$136,955.14 with a total Operating and Reserve amount of \$215,475.20. The total expense paid out of the operating account in July 2019 is \$9,997.99.

Neighborhood Board Reports:

River Life – Dan Panther reported that there are two (2) vacant lots left and one lot has the foundation completed about 80%. Discussion occurred over the lifting sidewalks within the community. The CC&R's are clear that sidewalk maintenance is the owner's responsibility. Due to liability issues, the Board is hesitant to take on that responsibility. The River Life assessments would need to be increased if they want to move forward to maintain the sidewalks in their community. Dan will go back to the other Neighborhood Board members and the River Life community members to survey this fact. It is time to obtain quotes to seal coat the private roads in the community for 2020.

Edgewater – Michael Lyon reported that the area of main concern is the island irrigation and maintenance on Mill River Ct. One of the homeowners is obtaining a quote to get the area cleaned up. There is one (1) vacancy to fill and appoint on this Neighborhood Board. The footings are being formed at the home construction at 4735 Mill River Ct. The Edgewater Neighborhood Board will be informed that the responsibility to oversee this project belongs to them and not the Mill River POA Master Board.

Summer Walk – Susan DuBois reported that an approved patio enclosure still needs to be painted. The private roads will need to be seal coated in 2020. Colleen English explained the history regarding going to the City of CdA to request a crosswalk and parking permits. Due to pedestrian safety concerns it would be helpful if a crosswalk was installed at Riverway and Shoreview and across River Way in front of the Mill River Condos. There is limited parking on Riverway for homeowner visitors. City obtained parking permits may be a solution to this problem. There is currently one (1) more position to appoint for the Summer Walk Neighborhood Board.

City Right of Way Parking Proposal

Chet Gaede, member from the Mill River Condos, presented a proposal to the Board in answer to the email from Chris Bosley, City Engineer, City of CdA. Chet recommends that the Board respond to the email with a letter to Chris Bosley requesting a meeting with the Parks Commission, Bill Greenwood, to present a comprehensive plan with recommendations of how to develop the abandoned railroad tracks along Shoreview. Chet offered to make the presentation to the city.

Chet and Dan Panther and Mike Lyon exited the meeting.

Old Business:

Sidewalk Lifting – discussed during River Life Neighborhood report.

Six Houses – snow removal fees – There are six (6) houses in SummerWalk and River Life that front the public streets so these members do not benefit from private snow removal. Discussion occurred on if they should receive a deduction in assessments due to this fact. The historical costs will be calculated to see what each lot contributes to snow removal fees and presented at the next board meeting.

Pathway Asphalt – A quote was submitted to crackseal and sealcoat the private pathways and SummerWalk roads. The vendor will be contacted to include a quote for the River Life roads. This project will be scheduled in the Spring.

GrandMill Entrance landscaping – The City of CdA has completed the landscaping at the front entrance to the community at GrandMill and Seltice.

Electrical at Park – LED change out – New LED lamps and a weather-proof GFCI cover for the volleyball light control have been installed in the private park.

New Business:

Snow Removal – The snow removal completed last year was satisfactory. The vendor used from last year and two (2) additional quotes will be submitted for consideration and approval.

Landscape Maintenance – The Association will go out for bid with new vendors for 2020 landscape maintenance.

Non-Compliance Enforcement – ASI will conduct a site inspection to report non-compliance issues to each Neighborhood Board. That Board will determine if a notice should be sent to the owner. The current Fine and Appeal Process Policy will be amended to include consequences for repeated non-compliance for the same issue at the same lot.

Private Park Committee – Diane Fineo is the chairman representative for the newly developing Private Park Committee. The first meeting is scheduled for Wednesday, Sept. 18, 3:00pm whereas the committee members will develop a Charter describing the recommended roles and responsibilities and report back to the Board. There is a blue boat being stored at the private park. The owner will be notified to remove the boat.

Reserve Study – revision – The revised Reserve Study has been completed. The 2020 proposed Budget will be developed based on this information. Any member can obtain a copy of the Reserve Study upon request.

Vendor Policy and Procedure – For any maintenance agreement, 3-5 vendors are contacted to obtain quotes for Board decision. Vendors must have liability insurance. Vendor recommendations are encouraged from owners. ASI contacts reputable vendors they have worked with as well.

Tree Preservation Quote – Colleen made a motion to accept the \$2,500.00 quote from Grace Tree Service to inventory health and location of all trees within the community. Ann seconded the motion. All in favor. Motion passed.

Communication Process to Owners – Topic tabled to next Board Meeting due to lack of time.

Common Areas – Topic tabled to next Board Meeting due to lack of time.

Susan and Don DuBois and Diane Fineo exited the meeting.

Executive Session:

The Board went into Executive Session to accept the Edgewater Neighborhood Board member resignation of Jim Stafford and to accept the SummerWalk Neighborhood Board application to appoint Susan DuBois to that community neighborhood board. Past Due accounts were discussed.

Adjournment:

The meeting adjourned at 6:02pm

The next Board Meeting will be scheduled in October to approve the 2020 Budget.

Respectfully submitted by Association Services, Inc.