



## NORTHWEST COMMUNITIES LLC

9407 N Government Way, Ste 9

PO Box 2612

Hayden, Idaho 83835

Office: (208) 518-1131

Mill River Property Owners Association

Board of Directors Meeting

Tuesday, October 11<sup>th</sup>, 2022 4:00pm

CDA Public Library – Gozzer Room

MEETING MINUTES – OPEN SESSION

**Call to Order** The meeting was called to order at 4:02pm and a quorum was established. In attendance was Bobbie Dannenbrink, Ed Scott, Kathleen Rogers, and Marc D’Andreas; Board members, Jim Stafford and Susan DuBois; Neighborhood Board members, and Samantha Ruby of Northwest Communities (NWC).

**Previous Meeting Minutes** were reviewed from meetings on September 19<sup>th</sup> and September 30<sup>th</sup>, 2022. Ed made a motion to approve the minutes as written, Kathleen seconded and motion unanimously carried.

**The financial report** was provided by Samantha at the September 19<sup>th</sup> meeting and the next financial report will be provided to the Board via email.

**Neighborhood Reports were discussed.** There was nothing to report from Jim, from Edgewater and Susan, from Summer Walk. Bobbie requested that this be added to each future meeting agenda.

**Old business** was discussed.

**Landscape maintenance and Snow removal** NWC has solicited landscape maintenance and snow removal proposals from local contractors. Bobbie suggested a cut off date be given to the contractors for answers to additional questions of Friday, October 14<sup>th</sup>.

NWC reported recent communications with the landscape maintenance contractor for items of concern that include watering, shrub cleanup and tree health.

Discussion was had about the creation of a landscape committee. Kathleen made a motion to create a landscape committee and Ed seconded. After further discussion it was agreed that a committee purpose and authority need to be established and a chairman from the Board needs to be appointed. Bobbie and Kathleen are willing to participate. Motion carried. NWC will solicit volunteers in the Fall Newsletter and a mass email.

**The website update is continuing by NWC.** NWC is updating the website frequently and determining how to de-privatize the site. Additional documents also need to be added.

**The cinder block wall repair was discussed.** Ed distributed photos of the loose caps on the wall between Grand Mill Lane and Woodhaven Loop. NWC created a scope of work to include three areas of repair and will amend it to include the fence around the park.

[info@nwcommunities.net](mailto:info@nwcommunities.net)  
[www.northwestcommunities.info](http://www.northwestcommunities.info)



## NORTHWEST COMMUNITIES LLC

9407 N Government Way, Ste 9

PO Box 2612

Hayden, Idaho 83835

Office: (208) 518-1131

**The Grand Mill commercial lots were discussed.** A potential buyer of the lots has contacted NWC to discuss compliance to the architectural guidelines and discussing their plans with the association. NWC has shared the communications with the Board and a meeting has been planned for October 17<sup>th</sup> to meet and review future plans of the potential buyer. The buyer provided preliminary plans via email to NWC for Board comments and discussion was had.

Comments compiled during discussion include agreement that no amendment to the PUD is preferable, the high density of units is a concern, the lack of craftsman/neo-traditional style is noted and should be complied with, the lack of substantial greenspace is a concern, lack of sidewalks is a concern, the proposed street width, and the lot size are also concerns. NWC will relay the comments to the potential buyer.

**Streamlining the architectural review process was discussed.** Mike Phillips created a template for members to use to submit a paint request. After discussion, Ed made a motion for the association to begin utilizing this template for future paint requests with the addition of the request to add a photo of the home to depict the request along with paint examples. Kathleen seconded and the motion carried. NWC offered to create an easy request form to include the paint template.

**A paint project that was recently approved was discussed.** The Board reported that the homeowner may not be following the approved request in terms of areas delineated to be painted certain colors. The Board unanimously agreed that NWC will review the approved plan and send a cease and desist request to the owner not following the approved request.

**Pot holes were discussed on the East pathway on Grand Mill Lane.** NWC will confirm the responsibility of the pathway and relay the information to the Board.

**Damage to the private streets from TDS Fiber installation was discussed.** TDS has a local phone number for damage claims. After discussion, NWC will call TDS and open a claim for damage to the streets.

**A hardscape project was recently approved and NWC provided an update.** The contractor will start the job on October 17<sup>th</sup> and pour concrete on the 19<sup>th</sup>. An additional crack in concrete on common area was reported. After discussion, Ed made a motion to repair the crack during the recently approved job with the additional cost; Kathleen seconded and the motion carried. NWC will request that the contractor include this crack repair in the upcoming job.

**Landscape maintenance concerns were reported** from property owners adjacent to the Condominiums at Mill River. The concerns were relayed to Board member Marc who serves on the Condominium Owners at Mill River Board of Directors and the landscape committee.

An inspection identifying overmatured and diseased shrubs was completed by Bobbie and Samantha of NWC. A total of 52 shrubs were noted to be of concern and should be removed. After discussion, Ed made a motion to create a scope of work with a do-not-exceed amount of \$3000.00 as a reserve expense to remove and replace these shrubs. Marc seconded the motion and motion carried. NWC will create a scope of work for this project.



## NORTHWEST COMMUNITIES LLC

9407 N Government Way, Ste 9

PO Box 2612

Hayden, Idaho 83835

Office: (208) 518-1131

**The rocks at the sea wall were discussed.** The Board agreed to table this item.

**Tree and shrub replacement discussion was tabled.**

**New business** was discussed. **A draft budget for 2023 prepared by NWC was reviewed.** After discussion it was determined that NWC needed additional time to refine the proposed income and expense amounts to finalize a budget. NWC will provide a revised draft budget to each Neighborhood Board for review and acceptance.

A proposed amendment to a parking covenant was discussed. Ed and Kathleen will meet to create a draft resolution to refine the current parking covenants. The resolution will be reviewed by the Board for future acceptance.

NWC asked for input on the Fall newsletter. The Board agreed that not impeding use of the swales for snow storage, photos of a moose in the community, use of the emergency phone number, and a request for volunteers for the landscape committee should be included.

The Board members entered into Executive Session at 6:51pm. The Board members exited Executive Session at 7:03pm.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting was adjourned.

Approved at the January 10, 2023 Board of Directors Meeting.

[info@nwcommunities.net](mailto:info@nwcommunities.net)  
[www.northwestcommunities.info](http://www.northwestcommunities.info)