



Mill River Property Owners Association  
Board of Directors Meeting  
Wednesday April 12<sup>th</sup>, 2023 at 4:00pm  
CDA Public Library – Gozzer Room

MEETING MINUTES – OPEN SESSION

**Call to Order** The meeting was called to order at 4:04pm and a quorum was established. In attendance was Bobbie Dannenbrink, Ed Scott and Kathleen Rogers; Board members, Leslie Thistle and Bill Hemmings; Summer Walk Neighborhood Board members, 5 association members, 1 guest and Samantha Ruby and Kristine Banister of Northwest Communities (NWC).

**Previous Meeting Minutes** were reviewed from meetings on January 10<sup>th</sup>, 2023 and March 25<sup>th</sup>, 2023. Bobbie made a motion to approve the minutes as written, Ed seconded and motion unanimously carried.

**Neighborhood Reports were discussed.** Bill reported on behalf Summer Walk that there is a downed private road sign in a swale on Swiftwater Lane. NWC will coordinate the removal and replacement of the sign. Samantha reported on behalf of Edgewater. A recent inspection was completed identifying landscape maintenance projects at the entrance on Mill River Court and compliance follow ups.

Kathleen reported a bent mailbox handle in River Life. Wayne reported a great job done by RootsUp in the Mill River Condos so far this season.

**An architectural review report was presented by Samantha.** All requests from association members are reviewed by via email and will be summarized in the next meetings' minutes.

Between the January 10<sup>th</sup>, 2023 and April 7<sup>th</sup>, 2023, the following projects were reviewed:

Edgewater (Neighborhood Board)

- 4/7/23 - 4699 W Mill River Court – landscape rock installation – approved
- 3/15/23 – 4718 W Mill River Court – landscaping installation – approved
- 2/21/23 – 4887 W Mill River Court – landscaping installation – approved
- 1/24/23 – 4718 W Mill River Court – outdoor pool and rock pool equipment structure - approved
- 1/24/23 – 4718 W Mill River Court – exterior paint on garage doors – declined and required to repaint by April 1, 2023, extended to April 30, 2023

River Life (Neighborhood Board)

- Pending decision – 4/2/23 – 4447 W Woodhaven Loop – paver patio and wood screen
- Pending decision – 4/3/23 – 4319 W Woodhaven Loop – landscape renovation and pergola



- 4/3/23 – 3299 N Waterwood Lane – exterior paint – approved
- 3/29/23 – 4376 W Woodhaven Loop – exterior paint – approved
- 2/21/23 – 4187 Shoreview Lane – exterior paint, peaks – approved
- 2/21/23 – 4377 W Woodhaven Loop – exterior paint - approved

None were reported for Summer Walk or River's Edge POA.

Commercial (Board of Directors)

- 12/13/22 – preliminary renderings of three-story townhomes with garages from Blue Fern, 2/2/23 and 3/31/23 Engagement with Smith Malek to manage communications with Blue Fern

**The landscape committee report** was provided by Kathleen. Kathleen and Bobbie reviewed shrub removal and replacement price proposals via email that the Board will consider later in the meeting.

**The financial report** was provided by Kristine of NWC.

Kristine presented the December, year-end financial reports. The Balance sheet as of December 31<sup>st</sup> was presented. The total assets equal total liabilities and equity of \$177,592.17. The year-to-date Income and Expense by Class on an accrual basis was presented as of December 31<sup>st</sup>. The Master income received was \$72,800.00 and \$2,608.94 in other income, operating expenses paid were \$100,238.16 and other expenses were \$86.58, leaving a net loss of \$24,915.80. Edgewater income received was \$25,935.00 and operating expenses paid were \$19,614.42 leaving a net income of \$6,320.58. The River Life income received was \$15,370.00 and \$194.72 in other income, operating expenses paid were \$6,556.03 leaving a net income of \$9,008.69. The Summer Walk income received was \$6,536.00 and operating expenses paid were \$6,361.21 leaving a net income of \$3,786.78. There was a concrete work expense paid by the Master association totaling \$3,750.00 and total reserve interest earned for all classes was \$213.02. There was only one delinquent owner that is not on a payment plan.

Kristine reported that since the last meeting there was one late fee waiver request approved and one denied. There will be \$37.57 to be written off as bad debt.

Kristine also presented a draft version of the March financial reports which will be finalized soon.

Kristine requested confirmation of a previously approved expense for a mailbox repair in 2022. After discussion, the Board unanimously agreed the expense was a reserve expense.

**Bobbie reported on the status of the budget allocation discussions.** Bobbie and Kathleen provided interpretations from the Declaration to NWC to be able to finalize a calculation formula for future years' budgets. After discussion, a Zoom meeting will be held to discuss more details before something is adopted by the Board.

**Dale of the GarageTown Storage Condominiums' Board of Directors was present and provided presented documents to the Mill River Board that he acquired from the GarageTown engineer.** He



stated the wall may be on their property but will need to review more and get consensus from the fill GarageTown Board at their next meeting. He also stated, based on the documents, the developer built the wall to lesser standards using narrower blocks 6" vs 8" as the documents called for. There was agreement that irrigation from Mill River contributed to the damage. There was discussion that it is a strong possibility only two or three sections will need to be rebuilt.

NWC will verify the ownership of the irrigation zone at the corner of the GarageTown and Mill River wall boundary corner and request no irrigation there until further notice.

**Samantha presented a report documenting damage from TDS on the private roads in the community.** After discussion, Ed made a motion to have NWC submit the report to TDS and request that the spray paint be removed from the streets, and that the cracks and crackfill on all cuts be sealcoated over in a professional manner. Kathleen seconded and the motion unanimously carried.

**Samantha presented an opinion on the oil stain on Woodhaven Loop.** From Accurate Striping, "For the oil spots you can take some dawn dish soap, scrub it and then power wash it and let wear. We unfortunately do not put material over these spots as the product will not adhere".

The owners who live nearby the stain and claim responsibility were in attendance and discussion was had. All were in agreement that cat litter will be applied, scrubbed and power washed. Dawn dish soap and power washing as been completed in the past by the owners.

**Bobbie reported on the status of the Blue Fern submitted renderings.** A meeting was held on March 15<sup>th</sup> clarifying the association's position on the review of the renderings. A representative requested a copy of the March 15<sup>th</sup> meeting minutes and the approved version will be provided to them after this meeting.

The Board received information from Blue Fern indicating high density in January. A legal representative of Blue Fern requested of the POA Board of Directors in February to review the POA's position to challenge the high-density project proposed by Blue Fern using the PUD final documents and current CC&Rs.

After engaging with Smith Malek, the opinion presented to the POA Board of Directors indicated it would be difficult and expensive to oppose the density or height of buildings based on the city code compliance of the proposed project with a C-17 designation.

Mill River POA does have the right of approval or denial before any building commences as provided by the Mill River CC&Rs, Article VII. As of the date of this meeting, the POA Board has not received from Blue Fern the required documents for review as outlined in Article VII. Any developer of vacant C-17 properties will also be responsible for yearly assessments paid to the Mill River POA using the calculation formula outlined in the CC&Rs for commercial properties.

**Shrub removal proposals were presented.** This is for a project to remove dead and overmatured shrubs identified by the landscape committee. After discussion, Bobbie made a motion to approve a bid from RootsUp for \$1200.00, Ed seconded the motion and motion unanimously carried.



**Samantha reported that opinions were varied on the crack in the utility room wall.** Bill offered to provide an opinion to the Board on the severity of the crack.

**Samantha reported that the leak in the backflow device and water turn-on have been scheduled.** The codes for the bathrooms have been changed and it was agreed that an email blast with the new codes will be sent the second week in May after the repairs are made.

The Board wishes to revise the park rules and will discuss a revision outside of a meeting.

**Grand Mill Lane pathway** located on the east side has been identified as a POA common area maintenance responsibility designated in the written document as Exhibit B of the CC&Rs.

Samantha reported that completed projects since the last meeting. The City of Coeur d'Alene can put the water meters on vacation mode to avoid a monthly standby charge when the water is off in the winter. All were in agreement that NWC can initiate this in November and remove it in April. The repair to the rocks at the sea wall in the park is complete. The repairs to the locks and the codes have been changed at the park bathrooms. The new Architectural Review form is in use and on the website. The website has been updated with meeting minutes.

**RootsUp provided updates in February regarding water schedules, shrub and tree pruning, and irrigation adjustments.** They are still to provide an irrigation zone map for the park, watering schedule for the park and delayed turn on for irrigation at SW/GT.

**Repair proposals for cinder blocks at the park will be emailed to the Board for review.**

**Parking issues were discussed.** Areas of focus were in River Life, Summer Walk and on Grand Mill Lane. The new Parking Resolution is being enforced. Leslie Thistle of Summer Walk has volunteered to follow up on the non compliance notices sent to Summer Walk residents, after the 15 day correction period has lapsed, and to report to NWC if an additional notice is needed. Ed Scott will do the same for River Life and monitor Grand Mill Lane for vehicles and utility trailers parked longer than 48 hours. Law enforcement will be contacted as Coeur d'Alene ordinance states.

Neighborhood Board members present at the meeting asked how to initiate notices when they see a noncompliance issue. Neighborhood Boards and the Board of Directors have the authority to contact NWC and report and request non-compliance notices be sent. All noncompliance notices will be sent to the Neighborhood Boards and the Board of Directors unless specifically requested not to receive them.

**The Board unanimously agreed via email to engage with Smith Malek for legal services on February 9<sup>th</sup> and March 13<sup>th</sup>, 2023.** The services included provided a response letter to Blue Fern, a legal opinion letter regarding the City's position on Blue Fern's proposed development, and a response letter to legal counsel of CDA Spine Holdings, LLC.

**Northwest Communities provided contract renewal notice.** After discussion, Bobbie made a motion to renew the contract, Ed seconded and motion unanimously carried. Samantha reported on the new



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welcome package to be provided to new homeowners in the community. This expense is incurred by Northwest Communities.

Samantha verified that the next scheduled Board meeting will be July 11<sup>th</sup> and the Annual Meeting will be discussed. The annual meeting will tentatively be schedule for August.

The Board members entered into Executive Session at 6:33pm. The Board members exited Executive Session at 6:45pm.

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 July 13<sup>th</sup>, 2023 Board of Directors Meeting