



NORTHWEST COMMUNITIES LLC
3201 N Huetter Road Suite 103 Coeur d'Alene, Idaho 83814
PO Box 2612 Hayden, Idaho 83835
Office: (208) 518-1131
info@nwcommunities.net
www.northwestcommunities.info

Mill River Property Owners Association
Board of Directors Meeting
Thursday, January 18th, 2024 at 3:00pm
CDA Public Library – Gozzer Room

MEETING MINUTES – OPEN SESSION

Call to Order The meeting was called to order at 3:06p.m. and a quorum was established. In attendance was Stephen Prince, Mike Philips, Denise Davis and Ed Scott; Board members, Samantha Ruby and Kristine Banister of Northwest Communities (NWC) and 1 association member.

Previous Meeting Minutes were reviewed from October 13th, 2023; open and executive session. Denise made a motion to approve the minutes as written, Ed seconded and motion unanimously carried.

Meeting minutes from the Special Members meeting on November 6th, 2023 were reviewed. Samantha recommended presenting them at the Annual members meeting for membership approval and there was no opposition.

Neighborhood Reports Leslie Thistle reported that all is quiet in Summer Walk and there are a handful of concerns about the GarageTown lights shining into windows. Samantha recommended a photo be provided so it can be provided to GarageTown for consideration. Mike Phillips reported that all is quiet in River Life. A non-compliant arbor was removed. Parking violations are not as much of an issue as in the summer and snow removal services seem to be dialed-in.

Stephen provided an update from River's Edge POA. River's Edge POA Board of Directors is meeting soon and snow removal services have been dialed-in as well.

There was no update from Edgewater or the Condos at Mill River.

Ed Scott entered the meeting.

Architectural Report Samantha reported between October 13th, 2023 and January 18th, 2024 the following projects were reviewed:

Edgewater (Neighborhood Board)

- 11/14/2023 – 4709 Mill River Court – remodel request approved

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, Blue Fern submitted renderings 6/14/23 and BOD comments sent to Blue Fern 6/30/23, Max with Blue Fern advised amended plans may be ready for review and requested meeting with



BOD, provided Zoom link for 7/13/23 BOD Meeting, to be final approved at 10/13/2023 Meeting, Blue Fern townhomes approved at the 10/13/2023 Board of Directors meeting

- Blue Fern submitted revised townhome plans for review at the 1/18/2024 Board of Directors meeting
- Blue Fern submitted single-family home plans for review at the 1/18/2024 Board of Directors meeting

Landscape Committee Report Leslie reported that she is pursuing options for gaining volunteer interest for work parties because of the high expense of cleanups in the maintenance contract. After discussion, Leslie will determine exact maintenance areas and the scope of work for volunteers. Samantha will email the landscape agreements to the landscape committee and neighborhood Boards.

Financial Report Kristine presented the draft December financial report. This can be finalized after the Board makes a decision on making or not making budgeted reserve transfers.

The association exceeded the budgeted expenses in office supplies and copies, administrative fees with extra meetings, legal fees, irrigation repairs and maintenance, tree and plant removal, park bathroom supplies, park wall repairs, mailbox replacement, park signage and concrete work.

As of December 31, 2023 the association's Operating Account has \$60,791.28, with \$58,908.68 of those funds being 2024 assessments collected, and Reserve Fund has \$166,099.57. As of December 31, 2023 the Master had a net loss of \$24,517.63, Edgewater had a net income of \$996.14, River Life had a net income of \$2,633.70, and Summerwalk had a net income of \$1,223.70.

Stephen made a motion to transfer all reserve contributions due to the neighborhoods' accounts per their budgets. These transfers from the Operating account to the Reserve accounts have \$1,149.34 going to River Life's Reserve Fund, \$465.66 going to Summer Walk's Reserve Fund, and \$541.00 going to Edgewater's Reserve Fund totaling \$2,156.00 to be transferred. This motion also includes the Master's budgeted reserve contribution balance due of \$3,662.76 being placed as a liability on the balance sheet at this time due to low funds.

Ed made a motion to assign a person in the community to manage the landscape maintenance scope of work. After discussion, the motion is tabled until a scope of work is determined.

Old Business

An amendment to the Bylaws was discussed at previous meetings. After discussion this topic is tabled until a purpose to do an amendment is determined.

An amendment to the Declaration was discussed at previous meetings. The discussion will continue once a discussion is had with Blue Fern development on their proposed plans.

Stephen reported that he is meeting with Blue Fern development representatives at their vacant lot on Grand Mill on January 24th and other Board members are welcome to attend.



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Samantha presented a revised townhome plan from Blue Fern that was approved in October 2023. The revision includes, "removal of a belly band at the third floor, reduced number of body colors and removed shingles at third floor and continued with board and batten instead". After discussion it was determined that the purpose for the changes needs to be understood and Samantha will inquire with Blue Fern about this.

The four (4) single-family homes plan from Blue Fern was submitted via email prior to the meeting. After review and discussion, Stephen made a motion to approve, Denise seconded and motion unanimously carried. An approval letter will be sent to Blue Fern.

The 2024 budget was distributed to all homeowners on November 1st, 2023 with a notice of increase.

Towing on private streets was previously discussed and Samantha presented a proposed 'private property impound agreement' as requested by the Board. After discussion it was agreed that towing would be a last resort and the towing agreement will no longer be pursued.

Samantha advised that there are homeowner complaints about the lights at the park being on at night. After discussion it was determined that funds could not be spent on reversing the repair on the light timer and the lights should be on to deter vandals.

The purchase and installation of game cameras was previously discussed. After discussion this would no longer be pursued.

The Board discussed the parking resolution.

New Business

Samantha proposed pre-planning the quarterly Board meetings and will choose quarterly dates and notify the Board. A Special members meeting would need to be planned to introduce a Declaration amendment to the membership as well as the Annual membership meeting.

With no other business to come before the Board, Stephen made a motion to adjourn, Ed seconded and motion unanimously carried. The meeting was adjourned at 5:18p.m.