



NORTHWEST COMMUNITIES LLC

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Mill River Property Owners Association

Board of Directors Meeting

July 11th, 2024 at 3:00pm

CDA Public Library – Gozzer Room

MEETING MINUTES – OPEN SESSION

Call to Order The meeting was called to order at 3:01p.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 7 association members in person and 2 members present via Zoom.

Previous Meeting Minutes were reviewed from April 4th, 2024; open session. Ed made a motion to approve the minutes as written, Mike seconded and motion unanimously carried.

Neighborhood Reports Denise and Mike reported on behalf of River Life. There have been recent architectural review requests, a shed and paint request pending, and an inquiry regarding separate addresses for home and carriage homes. That matter was determined to be non-association related.

Leslie reported on behalf of Summer Walk. Work by the landscapers early in the morning has been observed at Garagetown.

There was no report from Edgewater. Stephen advised there is nothing new to report for River's Edge POA.

Wayne Ledford was in attendance from the Condos at Mill River. He reported they recently had their annual meeting and are pursuing roofing projects and projects identified in recent inspections.

Architectural Report Samantha reported between April 4th, 2024 and today the following projects were reviewed:

Commercial (Board of Directors)

- On April 4th, 2024 the revised townhome plan for the Grand Mill Townhomes by Blue Fern Development was approved with the exception of the 3plex color scheme and the approved 3plex color scheme is from the last submittal.
- Blue Fern submitted single-family home plans for review at the 1/18/2024 Board of Directors meeting and the Board approved them; Blue Fern submitted revised single-family home plans via email on July 11th before the meeting

Edgewater

- 4709 Mill River Ct - Landscape plan
- 4699 Mill River Ct – retractable sunscreen



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River Life

- 4414 Woodhaven Loop – landscape plan
- 4083 Woodhaven Loop – tree and rock
- 3343 Waterwood – exterior painting
- 4285 Woodhaven Loop – fence
- 4369 Woodhaven Loop - pillars

Summer Walk

- 3222 Roughsawn Lane – exterior painting
- 3213 Swiftwater Lane – exterior painting

Landscape Committee Report Leslie reported that the volunteer work day in May was a success. She will pass along the completed liability waivers to NWC. Samantha coordinated a meeting between the committee and RootsUp to review the valve boxes at the park for Tuesday at 8am. Dog bags need to be re-ordered and NWC has already completed this. The trees in the median on Riverway need to be pruned and NWC obtained an estimate for that work. Establishing tree rings around trees in turf would be important, and it was agreed that NWC would obtain an estimate for this from RootsUp. The committee is volunteering to remove tree stakes on trees on common areas, and it was agreed they could do so as long as liability waivers for any volunteer workers are provided to NWC. Purchasing a shelf for the utility room was discussed as a necessity. Ed made a motion to authorize a purchase of a shelf by Leslie for no more than \$150.00, Denise seconded and all were in favor. Motion carried.

The Board reviewed an estimate from RootsUp to prune all the trees in the median on Riverway for \$1,080.00. Stephen made a motion to approve this estimate, Ed seconded and all were in favor with the condition that this work be done when its safe for the trees. Motion carried.

The landscape committee requested copies of all current landscape maintenance agreements and NWC will provide them via e-mail.

Financial Report Kristine presented the financial report with a focus on comparing the budget to 2023. Kristine presented a budget comparison report from January to June for 2023 and 2024. Discussion was had and budget preparation for 2025 will begin soon. The budgeted reserve contribution has not been completed yet to ensure the operating budget can cover all operating expenses before making that funds transfer.

Old Business

The Board reviewed a revised plan for the single-family waterfront homes by Blue Fern Development. The plans were received today and will require further review. The Board will finalize this discussion via email outside of this meeting.



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Samantha reported that there was a title change from Blue Fern Development to DR Horton for the large vacant lot on Grand Mill Lane, and that DR Horton reported they purchased the land and the approved townhome plans and intend to move forward with the same construction plans. Blue Fern will retain ownership of the waterfront lot. Maintenance of the waterfront lot was discussed, and NWC will reach out to Blue Fern to ensure they have a maintenance plan.

An amendment to the Declaration was discussed, and the Board will hold an informal workshop meeting in August to review details of this amendment with Northwest Communities in attendance.

There were decisions made unanimously via email since the last Board of Directors meeting that require ratification. They include:

- Park gate hinges for \$110.81 and welding of the hinges to the gate for \$495.00
- Dog bag installation for \$150.00 and purchase of the station for \$170.00
- Park bathroom toilet and pipe repair \$825.00
- Additional park gate keys \$120.00

Samantha reported that projects that are pending completion include:

- Park irrigation valve repairs
- Riverway median tree pruning
- 2025 budget planning

New Business

The Annual Meeting was discussed. In order to hold a discussion about a possible amendment to the declaration before presenting the idea to the membership, it was agreed that a workshop meeting will be held amongst the Board in August, and the Annual Meeting would be planned for September.

Samantha presented an insurance quote from American Family Insurance with comparable limits and the addition of an umbrella policy. After discussion, Stephen made a motion to not renew the current insurance policy with American Hallmark, and accept the 'full-pay annual with a \$1 million umbrella' with American Family Insurance. Denise seconded and motion carried.

Open Forum

Homeowners were in attendance. The trees at the Summer Walk walking path were reported to possibly be diseased. NWC will ask RootsUp to look at the trees and present a solution. There was a situation at the Park with an intoxicated resident that was discussed. Diane reminded the Board that there is standing discount on plants at Aspen Nursery for Mill River that should be utilized.

With no other business to come before the Board, Denise made a motion to adjourn, Mike seconded and motion unanimously carried. The meeting was adjourned at 4:50p.m.