



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
February 7, 2025 at 3:00pm
CDA Public Library – Gozzer Room

MEETING MINUTES – OPEN SESSION

Call to Order The meeting was called to order at 3:04p.m. and a quorum was established. The location was changed from the Jameson Room to the Gozzer Room. In attendance was Stephen Prince, Denise Davis and Ed Scott; Board members, Kristine Banister and Samantha Ruby of Northwest Communities (NWC). Three (3) members joined the meeting in person and one (1) joined via Zoom.

Previous Meeting Minutes were reviewed from October 10, 2024 (open session and executive session). Ed made a motion to approve the minutes as written, Denise seconded and motion unanimously carried. Meeting minutes from December 2, 2024 were reviewed. Denise made a motion to approve the minutes as written, Ed seconded and unanimously carried.

Neighborhood Reports Denise and Ed reported on behalf of River Life. There were recent issues with a trailer blocking the road. Snow removal services have been fantastic. Leslie reported that there are two homes for sale in Summer Walk. Samantha reported that Edgewater authorized emergency tree removal in December. Stephen reported on behalf of River's Edge; the City sewer will soon be tied into outside of the gate on Shoreview for the four lots on the waterfront. There was no report from the Condos at Mill River.

Architectural Report Samantha reported currently there is one project under review for a covered driveway at 3319 N Waterwood Lane in River Life.

Mike Philips joined the meeting.

Landscape Committee Report Leslie reported there are no new topics to discuss.

Financial Report Kristine reported that the 2024 budgeted reserve transfer of \$17,781.00 has not yet been made due to the low balance in the operating account. As of December 31, 2024 the operating account balance was \$28,749.62 and the reserve account balance was \$179,865.78 for all classes. Kristine also reported that a liability was placed on the balance sheet in 2023 borrowing \$3,662.76 from the reserve account. Stephen made a motion to complete the budgeted reserve transfer of \$17,781.00 and complete another reserve transfer of \$3,662.76 to satisfy the liability. Ed seconded and unanimously carried.

This will result in an operating balance for all classes of \$7,305.16 with the master portion of the balance (a negative) -\$48,920.53 and a net loss in the Master of \$25,891.68.



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

Old Business

The Reconvened Annual Members Meeting was held December 2nd, 2024. Diane Minkner was elected to the Board of Directors and she attended Board Orientation hosted by NWC.

Declaration Amendment The draft amendment was received and reviewed. A distribution plan was discussed and the Board agreed there will not be a meeting, but rather a ballot mailed to all members. The Board unanimously agreed that Northwest Communities will create and distribute a webinar explaining the points in the amendment that will be on the ballot. The Board also agreed it would be appropriate to request a unit owners' contact information list from the Condos at Mill River for this project and Northwest Communities will do so.

Reserve Study Proposals were reviewed. After discussion Stephen made a motion to accept the proposal from Advanced Reserve Solutions for \$2,950.00. Ed seconded and unanimously carried.

Beach Sand Samantha reported that a request for proposal was distributed for this project to contractors. One of the contractors discovered that, due to the fact that this location borders a waterway, this project of adding sand to the beach requires a beach stabilization permit from the Department of Lands. This permit is for the required construction of a "stabilization wall" to keep the sand in place. The Department of Lands does not allow sandy beaches unless this is in place to prevent excessive erosion and sediment into the waterways and ultimately behind the dam. There are several ways that this wall can be constructed with either logs or boulders. It has be placed at the high-water mark, and can have stairway access through it to the water. The permit is over \$600.00.

After discussion the Board decided to amend the request for proposal to fill in the existing holes and smooth the existing sand.

Lighting A request for proposal for refreshment of the light bollards at the private park was distributed. After discussion, Denise made a motion to accept the proposal from Franssen's Electric for \$567.40, Ed seconded and unanimously carried.

Tree Work RootsUp is working on a price estimate for the tree scope of work and when the weather breaks this proposal will be finalized for review.

Decisions made unanimously by e-mail since the last Board of Directors meeting that require ratification include:

- Snow removal services with RootsUp
- 2025 landscape maintenance agreements with RootsUp
- Emergency heater replacement in utility room at the park for \$865.00 by Franssen's Electric
- Emergency tree removal at Edgewater for \$800.00 by RootsUp
- 2024 tax preparation by Northwest Communities for \$250.00



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

New Business

Stephen Prince exited the meeting. Mike asked if there are any bids or plans yet for sealcoating walking paths. Samantha will begin solicitation of bids for this in the Spring.

There was discussion on tree roots affecting Woodhaven Loop. Samantha will bring up the matter to RootsUp.

With no other business to discuss, Ed made a motion to adjourn at 4:44p.m. and the motion unanimously carried.

Minutes approved May 22nd, 2025