



# NORTHWEST COMMUNITIES LLC

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## Mill River Property Owners Association

Board of Directors Meeting

May 22<sup>nd</sup>, 2025 4:00pm

CDA Public Library – Jameson Room

### MEETING MINUTES – OPEN SESSION

**Call to Order** The meeting was called to order at 4:05p.m. and a quorum was established. In attendance was Denise Davis, Diane Minkner and Ed Scott; Board members, Kristine Banister and Samantha Ruby of Northwest Communities (NWC). Three (3) members joined via Zoom.

**Previous Meeting Minutes** were reviewed from February 7<sup>th</sup>, 2025 (open session). Ed made a motion to approve the minutes as written, Denise seconded and motion unanimously carried.

**Neighborhood Reports** Denise and Ed reported on behalf of River Life. There were recent parking issues and residents sent a letter to a repeat offender. The tenant of the home is moving out. There was nothing to report regarding Summer Walk, River's Edge or the Commercial area. Samantha reported that in Edgewater the neighborhood Board decided to go to bid for bark blowing at their entrances and median and has scheduled the service for June.

**Architectural Report** Samantha reported that between February 7<sup>th</sup> and today, the following projects were approved:

- RL – covered driveway at 3319 N Waterwood, approved
- RL – exterior painting at 4414 Woodhaven, approved
- EW – roof replacement at 4699 W Mill River Ct, approved
- RL – exterior painting at 4464 Woodhaven Loop, approved
- MRP – DR Horton window design change, approved
- EW – deck, fire feature, pillars, outdoor kitchen at 4709 W Mill River Ct, approved
- SW – exterior painting at 3254 Roughsawn, approved

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

RootsUp prepared landscape improvement proposals for the Park and the Master for various projects. After discussion, Samantha will relay the questions and changes to RootsUp for further consideration.

**Financial Report** Kristine presented the financial report. As of March 31, 2025 the operating account balance was \$104,045.99 and the reserve account balance was \$198,080.92 for all classes. Kristine advised that it is very important to prioritize projects and utilize the new reserve study when preparing for future budgets.



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### Old Business

**Declaration Amendment** Kristine presented a current ballot tally on the ballots that have been returned from homeowners. Next steps were discussed. NWC will attend and present at the Annual Members Meeting for the Condos at Mill River in June in hopes to gain more support for the Amendment. NWC will also send regular reminders to return ballots via email and spend 2 hours of time to call owners who have not yet voted.

**Reserve Study Completion** Kristine advised that the reserve study is complete and that the Component Method will be used. Projects in the study to take place in 2026 were discussed and NWC will begin scopes of work for the projects.

**Private Roads Crackfill** Samantha advised that the budget included crackfill on the private roads. Quotes from two contractors came in over budget. After discussion the Board asked Samantha to request one more bid for the work.

Diane Minkner exited the meeting.

Decisions via email Samantha advised that the Board unanimously agreed to a deep root feeding to trees in Summer Walk for \$385.00.

### New Business

There was discussion regarding parking on the private streets. NWC will draft a scope of work to create more effective parking rules for the private streets.

With no other business to discuss, Denise made a motion to adjourn at 5:57p.m. and the motion unanimously carried.

Approved November 13<sup>th</sup>, 2025