



NORTHWEST COMMUNITIES LLC
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Mill River Property Owners Association

Board of Directors Meeting
Thursday, November 13th, 2025 at 5:00pm
Via Zoom

MEETING MINUTES – OPEN SESSION

Call to Order The meeting was called to order at 5:03p.m. and a quorum was established. In attendance was Denise Davis, Diane Minkner, Stephen Prince and Ed Scott; Board members, and Samantha Ruby of Northwest Communities (NWC). Two (2) members were also in attendance.

Previous Meeting Minutes were reviewed from May 22nd (open session) and the Annual Meeting on October 23rd. Ed made a motion to approve the May 22nd minutes as written, Stephen seconded and motion unanimously carried. The Annual Meeting minutes have an edit that Samantha will complete.

Samantha reported that a request was emailed to the Condos at Mill River's management company to obtain an owners list of Condominium owners and receive regular updates regarding title changes, which was discussed at the Annual Meeting. A decision has not been made by the Condos at Mill River's Board of Directors yet.

Neighborhood Reports Denise reported on behalf of River Life. There has been ongoing architectural review for a patio cover at 4369 Woodhaven Loop that was denied due to lack of craftsman style, then revisions were submitted and it was approved. Ed reported that there are many leaves in River Life that he would like to discuss later in the meeting. Stephen reported that River's Edge Property Owners Association members elected two more Board members; Blaine Huber and Brenda Pellitteri. There is also a chip seal scheduled for the private road in May. Samantha reported that Summer Walk has seen an uptick in architectural review requests for exterior painting this year. Samantha reported that a home in Edgewater is changing their siding that has not yet received approval. Samantha reported that the construction is progressing in the Grand Mill Townhomes, that the association is obtaining insurance and expects its first resident in December. There are a couple of large pine trees in the landscape area on Grand Mill Lane that the builder received an arborists opinion on. Samantha has requested on behalf of the Board a copy of this report.

There was discussion among the Board and members in attendance about parking on Grand Mill Lane for the overflow at Grand Mill Townhomes and at the parks on Shoreview Lane.

There was nothing to report regarding the Condos at Mill River or the Commercial area.

Architectural Report Samantha reported that between May 23rd and today, the following projects were approved:

RL - 4369 Woodhaven Loop – revised patio cover request, approved



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SW – exterior painting at 3284 Millwright Lane, approved
SW – exterior painting at 3247 Roughsawn Lane, approved
RL – add a window at 4429 Woodhaven Loop, approved
EW – exterior painting at 4709 W Mill River Court, approved
SW - exterior painting at 3279 Swiftwater Lane, approved
RL – exterior painting at 4137 Shoreview Lane, approved
EW – roof replacement at 4773 W Mill River Court, approved

Samantha reported that there are two requests for new construction for Lot 2 and Lot 3 along Grand Mill Lane and Shoreview Lane submitted by Lexar Homes. The initial submittals were reviewed by the Board of Directors via email, and both were ultimately denied approval due to the lack of craftsman style architecture and exterior design appearance of homes in Mill River. Lexar Homes resubmitted revised plans for both lots which were emailed to the Board prior to the meeting.

After discussion, Denise made a motion to approve both requests for new construction for Lot 2 and Lot 3 along Grand Mill Lane and Shoreview Lane submitted by Lexar Homes contingent upon presentation and approval of exterior paint choices. Ed seconded and the motion unanimously carried.

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

Financial Report Samantha presented the financial report. As of September 30, 2025 the operating account balance was \$16,465.45 and the reserve account balance was \$179,961.72 for all classes. The current net income for all classes is \$26,948.86.

Old Business

Decisions made via email

Samantha reported that some decisions were made outside of a meeting and via email which include:

- approval of the 2026 budgets for the Master, River Life, Summer Walk, and Edgewater
- the snow removal agreement with RootsUp
- Summer Walk landscaping work by RootsUp; removal of 4 plum trees and 6 purple leaf maples, plant 10 replacements for \$7,100.00.
- River Life landscaping work by RootsUp; add 2 trees in open area on West side of path, remove fir, install 13 shrubs for \$9,250.00



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- Park and Beach improvements; rake and smooth existing beach sand and reset concrete edging on NE side, cut back lawn and reset edging, installation of sod, reshape and regrade turf edges opposite of beach on N side of sidewalk for \$8,250.00
- Additional tree work in Summer Walk for \$4,775.00
- Touch up painting of wood at park bathrooms for \$185.00
- Graffiti removal for \$320.00
- Insurance renewal for Property and General Liability for \$1,390.00 and for Directors & Officers for \$1,917.00 and Crime for \$488.00
- Administrative work by Northwest Communities for Third Amendment project

Denise made a motion to ratify these decisions, Stephen seconded and motion unanimously carried.

Budgeted Projects

Samantha reported that crack fill repair of the asphalt on the streets in River Life and Summer Walk were budgeted for in 2025. Crackfill repair and sealcoat of the streets were slated in the reserve study for 2026. Due to delays with quotes, the Board decided to review the quotes to schedule both services in 2026. After discussion, Ed made a motion to accept the service quotes from Rocky Mountain Coatings for Summer Walk and River Life, Diane seconded and the motion unanimously carried.

Samantha will confirm that this proposed pricing is valid for 2026 and proceed with the project.

A report was reviewed that compared the year-to-date budget performance per class, as well as the projects slated in the reserve study per class for 2026 and 2027. The Board reviewed the list and determined which projects should be pursued in 2026 and which could be deferred. Quotes will be reviewed by the Board before proceeding with any.

New Business

There was discussion regarding using the app Telegram for communications amongst the Board and NWC. Diane recommends everyone download the app and use it for votes among the Board and future discussion and she will be the organizer.

Stephen exited the meeting.

Ed proposed the idea of coordinating mass leaf pickup for residents similar to how the City coordinates leaf pickup on the public streets. After discussion, it was agreed that no association funds could be used to coordinate maintenance of items on individual lots.

With no other business to discuss, Denise made a motion to adjourn at 6:43p.m. and the motion unanimously carried.

Approved August 10th, 2026