



## **Meeting Minutes**

**August 27, 2021, at 10:32 a.m. – 11:45 a.m.**

NOTE: This meeting is a continuation of the agenda items not completed on 8/27/21.

**Location: Canoe Club**

Meeting of The Lakes Master Homeowners Association, Inc.

Meeting Facilitator: John Murrey

Board Members: Shea Cordial, Jennifer Harrell, Missy Jonson, John Murrey & Lela Newey

Attendees: Karley Connolly (HOA Manager)

I. Call to order (John) – 10:32 a.m.

II. Maintenance Report (Karley)

a) The lake:

- i. Spring Herbicide treatment was timed perfectly. The American Pond Weed outbreak we had a few years ago has not returned.
- ii. The early summer heatwave heated up the lake water causing a “fish kill”. Between the evaporation and the extra irrigation, we had to run the river pump 24/7. The added benefit was this brought the lakes water temp down saving the rest of our fish.
- iii. I did get the weeds cut down on both islands. They need more attention – see suggestions and proposals.

b) South Irrigation system – Townhomes, Village, Cottages, Red Eagle and Canoe Club. (70 zones): This system is too large for the pump to deliver enough water to keep all the area green during an extended heatwave. See proposals and suggestions.

c) North Irrigation system – River Lakes Dr and Northern Lights Park. (42 zones): Had relatively few issues this year - tree root grew into the piping along lot 34. Mainline broke by lot 19.

d) Turf care:

- i. a mini dry well in front of 4308 and 3062 RLD to mitigate a chronic problem with water drainage. This is only a ‘band aid’ see suggestions and proposals for long term fix.
- ii. In some areas I have been collecting the clippings every other week. During peak growing we collect up to 2300 lbs. of clippings from the Blvd. Also, it takes 1.5x more time to collect vs mulching.

e) Vehicles:

- i. Purchasing the new Walker Mower this Spring. It already is approaching 100 hrs.
- ii. Replaced front ball joints and front cv axles on the Polaris Brutus.
- iii. Built a boom pole for the Brutus which aides in grass and leaf collection.

f) Lakes HOA Suggestions and proposals:

- i. Build a fenced equipment and supply yard off the south fence. Also have the fence contractor rebuild the southeast portion of the fence, as one of the posts are extremely loose in the ground.

The Board is in favor of this idea. They would like to see a cost estimate at the next meeting before making a final decision.

- ii. Redo our irrigation so that Red Eagle is tied into the north Irrigation system. The south would then have 64 zones and the North would have 48 zones. We would preferably do the project before Red Eagle lots 1 and 2 are built. It will require a horizontal bore across the corner of Red Eagle and River Lakes Pkwy. All other work could be accomplished in house.

The Board is OK with Tom making this change but if unexpected expenses arise, they would like to be kept informed.

- iii. Full time summer help next year. We could tackle some major projects: Improve Canoe Club boat landing, level sod in boulevards, redo landscaping around power pedestals (replace grass with pea gravel and encourage dog owners to use those areas for doggy potty stops), redo bark on community landscape mounds, more attention to island weed control. Aerate entire neighborhood to help with soil drainage. Edge sod along sidewalks.

The Board is in favor of this idea and will take a closer look at it when working on next year's budget.

### III. HOA Manager Report (Karley)

#### a) CAI National Convention Highlights

- i. How COVID Transformed the Community Assoc. Mgt. Profession – Communication is the key to success. Announce inspections to achieve compliance. Talk to the offender to find out why the violation is happening.
- ii. Creating a Drama Free Community – Develop an anti-discrimination policy.
- iii. Keynote Speaker: Susan O'Malley – 7 Leadership & Life Lessons
  - a. Make your bed every day. If you can't do the little things, how are you going to do the big things?
  - b. Plan your path – Write down 3 things you want to accomplish.
  - c. Keep working on your craft. Find winners and learn from them.
  - d. Set expectations.
  - e. When you mess-up, make it right.
  - f. Have FUN! Remember the gift of joy.
  - g. People make a difference. Surround yourself with talented people.
- iv. Sign of the times: When politics, free speech & social justice issues collide with community associations – Boards must remain content neutral while enforcing rules.
- v. When Boards Make Mistakes – Rouge decisions expose board members to personal liability. Adopt code of conduct. Consult with industry
- vi. Keynote Speaker: Joel Zeff – Take Ownership & Responsibility for Your Happiness & Success
  - a. Celebrate every day. Tada!
  - b. Positive support keeps stress levels down.
  - c. How to be successful with change
    - 1) Prepare for change – keep passion up and have a good attitude
    - 2) Be open and flexible.
    - 3) Be a good listener – Be present in the moment.
    - 4) Don't be afraid of making mistakes.
    - 5) Don't quit – Stay in the game. Success is always there.

b) Annual Budget – Will have ready for review at next meeting.

c) Sidewalk Replacement – BOD approved the sidewalk replacement adjacent to common area property at corner of Portage & Flatwater in May. City will replace this fall and the shared cost will be \$960ea.

d) Community Craft Fair (8/27 & 8/28) has been canceled.

e) Stormwater Drainage & Discharge – Association attorney is working on an agreement with the city. No new update.

- f) City Tree Removal & Planting – We entered into an MOU with the City of Whitefish for taking over the care of our boulevard trees on 8/18/20. The agreement included the removal of 21 dead/dying/diseased trees (9 in front of undeveloped lots) and the replacement of 15 trees. 23 trees ended up being removed (11 on undeveloped lots). 5 trees were saved from the list (2 on undeveloped lots), leaving 3 extra trees to decide where they should be planted. It is recommended the trees be planted in the boulevard adjacent to Northern Lights Park OR 2 in front of 3005 RLD to replace the vandalized trees and 1 on the corner of Portage & Flatwater adjacent to Boats Landing Park. Jennifer motioned to replace the two vandalized trees and add one to the common area corner of Portage & Flatwater. Lela second the motion and all were in favor.
- g) Update Basketball Hoops in Rules & Regulations – Pending Further Review; Waiting to ask PWK if they would be willing to install a B-ball hoop for use in the parking lot at the Smith Fields. No new update.
- h) Reserve Study – Pending Lakebed Evaluation, PWK Agreement & Water Rights. No new update.
- i) Townhouse Exterior Colors – ARC is still a working on it. No new update.
- j) Frequently Asked Questions & Community Survey – This is still a work in progress.
- k) Request for PTO – October 4, 14, & 15
- l) Newsletter Ideas
  - i. Annual Meeting Minutes
  - ii. Sign rule reminder

#### IV. ARC Report (Karley)

- a) Upcoming Builds (5)
- b) Builds in Process (21)
  - i. Lakes Lot #24 – Under Construction. Next step Framing & Window Review.
  - ii. Village Lot #61 – Under Construction. Next step Framing & Window Review.
  - iii. Lakes Lot #20 – Under Construction. Next step Framing & Window Review.
  - iv. Red Eagle Lot #11- Under Construction. Next step Framing & Window Review.
  - v. Lakes Lot #9 – Conditionally approved. Next step Pre-Construction Meeting.
  - vi. Village Lot #37 - Under Construction. Next step Framing & Window Review.
  - vii. Lakes Lot #16 – Under Construction. Next step Framing & Window Review.
  - viii. Red Eagle Lot #15 – Under Construction. Next step Framing & Window Review.
  - ix. Village Lot #32 – Under Construction. Next step Trim, Siding & Masonry Review.
  - x. Village Lot #34 – Conditionally approved. Lot for Sale and under contract.
  - xi. Village Lot #50 – Under Construction. Next step Trim, Siding & Masonry Review.
  - xii. Village Lot #58 – Under construction. Next step Final Review
  - xiii. Lakes Lot #28 – Under construction. Next Trim, Siding & Masonry Review.
  - xiv. Red Eagle #19 – Under construction. Next step Final Review.
  - xv. Lakes Lot #42 – Under Construction. Next step Trim, Siding & Masonry Review.
  - xvi. Lakes Lot #39 – Under Construction. Next step Trim/Siding/Masonry Review.
  - xvii. Lakes Lot #56 - (Remodel) – Under Construction. Next step Final Review.
  - xviii. Village Lot #43 – Final review took place on 8/6/21 but there are outstanding items that still need to be completed.
  - xix. Cottage #48 – Final review took place on 6/15/21 but there are outstanding landscape items that still need to be completed. Partial deposit returned.
  - xx. Lakes #36 – A second Final Review took place on 6/15/21. See item above for more information.
  - xxi. Red Eagle #7 – Under Construction. Next step Trim, Siding & Masonry Review.
- c) Completed Builds (3) *Since Last BOD Meeting*
  - i. Village Lot #65 – Final review and approval issues 8/13/21.
  - ii. Lakes #49 – Final review and approval issued 8/16/21.
  - iii. Red Eagle #10 – Final review and approval issued 8/10/21.
- d) Exterior Modifications (3) *Since Last BOD Meeting*
  - i. Townhome Lot 4 – 5025 River Lakes Pkwy - Landscape

- ii. Village Lot 76 – 5070 Flatwater Dr - Remove Privacy Fence
- iii. Townhome Lot 8- 5057 River Lakes Pkwy - Landscape

V. Financial Report (Karley) – The Board reviewed the financials and found them to be in good order.

VI. Old Business – None.

VII. New Business

- a) 3023 River Lakes Drive Suggestion for Entry Art  
The Board appreciated the suggestion but decided it was not something they want to pursue at this time.
- b) 4380 Voyager Drive Disapproval of Board Boulevard Tree Agreement with the City  
The Board appreciates the owner's feedback. The decision was made with the long-term benefit of the community in mind.
- c) 2020 Agreed Upon Procedures (Audit) – CPA recommends an AUP every other year. Last AUP was performed for 2018.  
John motioned to proceed with the AUP for 2020. Lela seconded the motion, and all were in favor.

VIII. Open Forum - None

IX. Adjournment – Did not take place.

X. *Executive Discussion*

Upcoming Meeting Schedule: Standing meeting every third Thursday of the month at 9:00am.  
Next meeting is scheduled for September 23<sup>rd</sup>, 2021.