



Meeting Minutes

February 17, 2022, at 1:06pm – 2:55pm
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) – 1:06pm
- II. Review and approval of meeting minutes: December 16, 2021
Lela motioned to approve the minutes as presented. John seconded the motion, and all were in favor.
- III. Maintenance Report (Tom) - None
- IV. HOA Manager Report (Karley)
 - a) Follow-up letter about aggressive dogs at 3002 River Lakes Drive has been reviewed by legal counsel and was sent 2/7/22.
 - b) Purchased a used soft cab for the Walker mower for \$200.
 - c) Ongoing Action Items (WIP):
 - a. Road Petition – Need to schedule a time to work with Missy on finalizing the petition.
 - b. Sidewalk Notices – Awaiting confirmation from City Construction Inspector on the sidewalks we believe need to be replaced. Will follow-up in the Spring.
 - c. River Lakes Parkway Crosswalk @ Voyager – Awaiting as respond from Jenny Emmenegger from 9/24/21 conversation.
 - d. 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.
 - e. Reserve Study – Pending Lakebed Evaluation, PWK Agreement & Water Rights. No new update.
 - f. Frequently Asked Questions & Community Survey – This is still a work in progress.
 - d) Newsletter Suggestions
 - a. Snow Removal Reminders (Might save for next fall now that winter is almost past.)
 - i. Watch out for snowplows
 - ii. Do not park in front of fire hydrants
 - iii. Do not clear snow from driveway onto sidewalks
 - b. Reminder to remove Christmas Decorations. Rules & Regs require them to be removed 30 days after the holiday has passed.
 - c. Trim branches to 7ft clearance over right of ways
 - d. How to handle an aggressive dog.
 - e. Adopted Landscape Guidelines
 - f. Townhome Color Reference Guide

V. ARC Report (Karley)

Townhome Exterior Color Reference Guide - Karley plans to send this document out to all Townhome owners and post it on the website.

Lela motioned to approve the guide. Missy seconded the motion, and all were in favor.

- a) Request for appointment of Diane Kane as Alternate ARC Members. Diane has an extensive background in design and is currently sitting on the City of Whitefish Commercial ARC Board.

John motioned to approve the appointment of Diane Kane as an alternate. Jennifer seconded the motion, and all were in favor.

- b) Guidelines Updates –

- a. Landscape: The ARC has worked with our Landscape Consultant, Cassandra McCallum, to do a major revision of the Landscape requirements.

After reviewing the changes and deciding these guidelines would apply to future projects, Lela motioned to approve the landscape revision. Jennifer seconded the motion, and all were in favor.

- b. Exterior Colors: The ARC would like to improve the language for exterior colors by adding a quantitative guide for approving colors. Red is new and strike through will be removed.

4.5 EXTERIOR COLORS

The exterior colors of all the buildings and structures must be submitted with the application to the ARC. The samples of the colors must be provided on the materials on which they will be applied, and the colors and material finishes must be specified on the plans submitted to the ARC. Earth tone colors shall be encouraged. ~~but the ARC will also consider the color schemes consistent with “Old Town Whitefish”.~~ All colors must be of a light reflective value (LRV) between 15%-60% for the main body color of the residence. Secondary colors shall be within a range of 15%-35% of the main body color. Trim and other accent colors may be considered below an LRV of 15, and up to a maximum LRV of 80. All colors are subject to ARC approval. If existing/previous color on an existing residence is outside of the approvable color range, any repainting will need to be completed within the current approved range, unless otherwise approved. Exterior colors of neighboring structures will be considered by the ARC to help ensure the integrity of the neighborhood. Homes must have three contrasting colors and are subject to the approval of the Architectural Review Committee. The use of masonry as a 4-sided architectural feature may count as one color.

After much deliberation, John suggested Missy, Jennifer & Karley form an ad-hoc committee to further discuss this issue. They will present a recommendation at the next board meeting.

- c. Example with Details for Construction Sample Board (see Dropbox)

This was not discussed. It will be taken up at the next board meeting.

- c) Status Update on Builds

- a. Upcoming Builds (2)

- b. Builds in Process (17)

- i. Village Lot #81 – Conditionally Approved. Next step Pre-Construction Meeting.
- ii. Lakes Lot #6 – Conditionally Approved. Next step Pre-Construction Meeting.
- iii. Lakes Lot #14 – Conditionally Approved. BUILD ON HOLD.
- iv. Lakes Lot #24 – Under Construction. Next step Framing & Window Review.
- v. Village Lot #61 – Under Construction. Next step Final Review.
- vi. Lakes Lot #20 – Under Construction. Next step Trim, Siding & Masonry Review.
- vii. Red Eagle Lot #11- Under Construction. Next step Trim, Siding & Masonry Review.
- viii. Village Lot #37 - Under Construction. Next step Trim, Siding & Masonry Review.

- ix. Lakes Lot #16 – Under Construction. Next step Trim, Siding & Masonry Review.
- x. Red Eagle Lot #15 – Under Construction. Next step Trim, Siding & Masonry Review.
- xi. Village Lot #50 – Under Construction. Next step Final Review.
- xii. Lakes Lot #28 – Under construction. Next Trim, Siding & Masonry Review.
- xiii. Red Eagle #19 – Under construction. Next step Final Review.
- xiv. Lakes Lot #42 – Under Construction. Next step Trim, Siding & Masonry Review.
- xv. Lakes Lot #56 - (Remodel) – Under Construction. Next step Final Review.
- xvi. Cottage #48 – A second final review took place on 11/10/21 but there are still outstanding landscape items that need to be completed. Partial deposit held.
- xvii. Red Eagle #7 – Under Construction. Next step Final Review.

d) Completed Builds (2) Since Last Report (11/16/21)

- a. Village Lot #32
- b. Lakes Lot #39

e) Exterior Modifications (2) Since Last Report (11/16/21)

- a. Village Lot 47 – 5019 Portage Way – Addition on House
- b. Townhome 9 – 5065 River Lakes Parkway – Add handrail to front and rear steps.

VI. Financial Report (Missy/Jennifer)

a) Review 2021 Year End Financials

After review, Lela motioned to approve the transfer of the following funds from the reserve account to operating, to realize these expenses as reserve items.

- \$1,913.74 Office Computer
- \$2,453.41 Voyager Aerator Pump

John seconded the motion, and all were in favor.

b) Review Reserve Component List

This was not discussed. It will be taken up at the next board meeting.

VII. Old Business

a) Stormwater Drainage MOU with City – Lindsey provided a revised draft of the agreement.

John motioned to approve the MOU drafted by Lindsey. Shea seconded the motion and all approved.

b) WET Lake Evaluation Update

Brad was emailed a few questions the board had at our last meeting. We are still awaiting his response. The board decided to proceed with items 1-3 on the scope of work to review topography, grading and do elevation checks.

VIII. New Business

a) Monterra selling plow blade \$1,200

Missy motioned to approve the purchase of the snowplow blade from the Monterra. Lela seconded the motion, and all were in favor.

IX. Open Forum - None

X. Adjournment – 2:55pm

XI. *Executive Discussion – Took Place*

a) Employee Annual Review – Karley Connolly

Upcoming Meeting Schedule: 3/31/22 @ 9:30am, 4/28/22 @ 9:30am, 5/26/22 @ 9:30am, 6/30/22 @ 9:30am and 7/21/22 @ 5:30pm (BOD Members to arrive at 5pm)