



Meeting Minutes

August 29th, 2023, at 11am

Location: Canoe Club Media Room

Meeting of The Lakes Master Homeowners Association, Inc.

Meeting Facilitator: Missy Jonson

Board Members: Jennifer Harrell, Missy Jonson (President), Ted Muhlner (Secretary/Treasurer)
and Lela Newey (Not Present), Dorothy VanGeison (Monterra Representative)

Attendees: Maggie Penner (HOA Manager)

I. Call to Order (Missy) – 11:00am

II. Review and approval of meeting minutes: 07/26/2023

The Board reviewed the minutes. Jen motioned to approve. Missy seconded the motion. All were in favor.

III. ARC Report - None

IV. Maintenance Report – (Tom)

Projects:

1. Irrigation leak on 3073 River Lakes Drive. The HOA's irrigation runs along the north end of this lot and was leaking under a landscape mound. I attempted to move the irrigation onto the Blvd. strip to no avail, thus the landscape mound had to be excavated to repair the leak.
2. Island weeds trimmed and sprayed.
3. Rebuilt pond aerator at the pump station along River Lakes Dr.

On Going Projects:

River Lakes Drive planting bed beautification project -

1. We excavated, narrowed, and terraced stepped the planting bed near the wet well along River Lakes Dr. Planted lily's, daisy's and added a spot for annuals. Next spring will add a hydrangea and another potentilla.
2. Fresh mulch was added to this area as well as the existing part of the bed.
3. The concrete on top of the wet well is deteriorating. The edge has been repaired. The top still needs to be resurfaced and sealer applied.
4. The control box has been painted.
5. Jim and Lynn Hawthorne have volunteered numerous hours helping out in the planting bed by the mailboxes. Besides all the work they have done we have put down fresh landscape fabric and mulch in preparation for adding planters next spring.

Irrigation Repair:

1. Added 8 sprinkler heads that the landscape installers forgot. (\$10 in parts and 1 hr in labor) A few of those areas may need grass seed added this fall.
2. On going straightening heads and clogged filers, dead control batteries ect.
3. Leak on Red Eagle.

Future Projects:

1. The Islands - The island need rehabilitation. They are full of weeds. The work load in the late spring does not allow me to go and treat them. Maggie has talked with the people who treat the lots and they would be willing to treat our islands in May/June time frame. After two consecutive years of a good weed treatment the islands can then be over seeded with a sheep fescue.
2. Asphalt repair in the alley behind the Townhouses. The manhole covers are protruding up out of the asphalt. We will put down a cold patch asphalt mix for about \$225-\$300. This is a semi-permanent solution. (It appears the manhole pipe has shifted diagonally)
3. Concrete repair by the stone pillars at River Lakes Dr.
4. Irrigation leak on Red Eagle.

Suggestions and Proposals:

1. Adding a bench at Northern Lights Park.- With the increase of people walking in our neighborhood, some with reduced mobility, a place to stop and rest - like the resident from the Springs who took a rest on one of the power transformers. This would be a direct benefit to those in our community, making the park more people friendly.
[The manager will look into the price of adding a bench to Northern Lights Park and discuss it at a later date.](#)
2. Personal vehicle reimbursement at current rate. I have been using my personal vehicle for company business (e.g. 48 miles to get sod or 38 miles to go to Penco for mower parts) the current rate for mileage is: 65.5 cents a mile.
[The Board will review milage reimbursement for vehicles and vote on this at a later date.](#)
3. Vacation. With the complexity of pool, hot tub, and irrigation it has been impossible to take time off in the summer. We need a system and back up resources to handle emergencies so that a summer vacation can be possible.
[Tom will work on creating standard operating procedures this winter in preparation for next summer.](#)

V. Manager Report (Maggie)

a) ARC –

- a. Discuss long term plan for ARC coordinator position.
- b. LRV – Paint discussion

[The Board discussed this topic the year prior and will not look into modifying the LRV requirements.](#)

b) Noxious Weed Treatment

- a. Waiting for rain and growth before scheduling vendor.
- b. Quoted \$500 to treat islands.
- c. Will walk with vendor and homeowner to learn what areas we are missing.

Ongoing Action Items (WIP):

- d. High Interest Savings Options
- a. Stormwater Drainage MOU with City – Sent draft on 3/3/22 to City (Karin Hilding, Angela Jacobs & Craig Workman) and copied our attorney, Lindsey. In an unrelated encounter with Karin & Craig on 4/29/22, Karin said they are working on the agreement.

- b. Sidewalk Notices – Follow-up notices will be sent out to property owners with adjacent sidewalks that still need to be repaired.
- c. River Lakes Parkway Crosswalk @ Voyager – Will follow-up with the city in the spring.
- 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 Smith Fields. No new update.
- e. Frequently Asked Questions & Community Survey – This is still a work in progress.
- f. Utility Box Repair – Open ticket with Century Link. Continuing to follow up.

VI. Financial Report (Ted)

The Board reviewed the financial statements and found them to be in good standing.

VII. Old Business

- a. PWK Water Rights Summary
- b. Parking Rules & Regulations Review
- c. Leash Policy – Follow up.
The manager will purchase a stencil for the pathway and split the cost with Monterra.
- d. Pickleball Courts -Noise Study
- e. Noxious Weed Treatment
- f. Irrigation Plan

VIII. New Business

- a. Attorney Interview
The Board will meet for a special meeting on 9/8/23 to discuss hiring a water rights attorney.
- b. Reserve Study Q&A
The Board will meet with the Association Reserves specialist later to discuss the on-site reserve study in depth. The manager will prepare past reserve studies for the board to review.
- c. Landscaping Fine Schedule
- d. Storm Drain MOU
The Board will work with our attorney to determine responsibility of the storm drains and work alongside the city on repairing the drains as soon as possible.

IX. Open Forum

X. Adjournment

XI. *Executive Discussion*

Upcoming Meeting Schedule: Annual Meeting September 21st @ 6pm