



Meeting Minutes

December 19th, 2025, at 12:00 pm
Location: Canoe Club Media Room

Meeting of The Lakes Master Homeowners Association, Inc.

Meeting Facilitator: Maggie Penner

Board Members: Ted Muhlner (President), Carrie Jacobs (Secretary/Treasurer), Janet Leishman, Bert Wheeler, Robert Confessore (Monterra Representative)

Attendees: Maggie Penner (HOA Manager), Dorothy VanGeison (Monterra Manager)

- I. Call to Order (Ted) – 12:05pm
- II. Review and approval of meeting minutes: 11/20/25, Annual Meeting Transcript

The Board reviewed the meeting minutes. Ted motioned to approve, Janet seconded the motion and all were in favor. The Board will take time to review the annual meeting transcript and will have feedback to the manager by the end of the month.
- III. ARC Report – None
- IV. Maintenance Report (Tom)
Projects:
 - 1) Snow fences. With the warmer weather I delayed putting the snow fences up. The posts are pounded, and the fencing is ready to go up.
 - 2) Bollards: There was a delay in the shipping, so I was able to install only one on River Lakes Drive. That one was a priority. The others I will wait for spring to install.
 - 3) River Lakes Drive Mailbox landscape bed – Added a perennial in three planting beds. Added a few large rocks to give more visual interest. Re did the drip irrigation to make it more 'deer proof.
 - 4) Boat Landing:
 - a) I had to rebuild the retaining wall that surrounds the aerator. The wall was pushed forward and getting to a point of wanting to collapse. The wall was extended to help retain some of the gravel on the hillside.
 - b) Three Potentilla Bushes that were full of weeds and were removed.
 - c) Next year that landscape bed is scheduled to be redone.
 - i) Have only one area of planting.
 - ii) Install a concrete bench (\$131 from Home Depot)
 - iii) Add a couple of pieces of driftwood for visual interest (free)
 - iv) Install a retaining wall or a geocell fabric to keep the river rocks from sliding down the hill and add more rock.
 - v) Redo a small 'beach head' next to the boat ramp. (This is the lake access for Monterra and the Village.)
 - 5) Upgrading Irrigation
 - a) Parts of irrigation: controller, water inlet, piping, valve box which contains, valve(s),

- solenoid(s), wiring (back to the controller)
- b) The difference between the Lakes HOA system vs a home system is the controllers. The home system usually uses a single controller whereas the Lakes HOA uses decentralized controllers (close to 100) in almost every valve box. Every controller is powered by its own 9-volt battery and has to be synchronized with all other controllers and also with the Lake Pump Controller.
 - c) Upgrading; an entire system would have to be done at the same time. The controller is \$2000. It sends a signal to a decoder one per valve (\$235 x 60 for the south system and x 40 for the north system). That is the cheap part, the real expense would come from the engineering and labor of running an underground wire from the controller to each valve box on that system. This would include vertically boring (\$10-\$30 lf) under every street and intersection that was crossed.
 - d) Upgrading the Lake Pump Controller.
 - e) The controls for the pump have been updated since I have been here. There used to be a mechanical 24-hour timer (allowed for one on/off time per 24hrs) that was upgraded to a 7-day digital timer (allows for a custom on/off time throughout a week). Switches were added to override the timer schedule.
 - f) The current system has no way to shut off the system if an over pressure event happens (An over pressure is usually caused by a controller not operating and cause a failure of the main 2" line). An adjustable pressure switch and expansion tank could easily be added to the south system to allow for the system to shut down when this happens. The north system, being out in the elements, would be more difficult to upgrade and may require outside engineering.

The Board asks that the manager and maintenance team work on a bid to review at the February meeting. This bid will cover a future sprinkler system upgrade for the clubhouse and then we will look at next steps for long range plan for the HOA.

V. Manager Report – None

VI. Financial Report (Carrie)

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

VII. Old Business

a. 2026 Budget Approval

VIII. New Business

a. Snowplow – Walker/Mower

i. Tom does not have the ability to snow blow slush.

ii. There is a Walker attachment for \$1200.

The Board reviewed the expense and found we have the funds in our operating budget to add the equipment to our inventory. The manager will send out the snow removal policy as a reminder to members.

IX. Open Forum – None

X. Adjournment 1:16pm

XI. *Executive Discussion – Did not take place*

Upcoming Meeting Schedule: January 22nd @ 10am