



## Waterside COA Board of Directors Meeting Minutes

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### 3-29-23 Board Meeting

Attendees: Arron Simmons, Cindy Lewis, Jack Jenkins, , Brian Doyle, Todd Murphy (All via Zoom mtg)  
(Chairman) (Vice Chair.) (Secretary) (Treasurer)

COA Property Manager: David Roberts, Western Mountains Property Management

### Summary of Discussion

Meeting was convened March 29, 2023 at 5 pm via Zoom.

The purpose of the meeting was to elect new officers, review our reserve position in light of increasing costs, finalize spa alternatives to present to the owners, set an annual meeting date, and other business as necessary.

#### New Officers

Arron has resigned the Chairmanship but will remain on the board through his term, which is the next Annual meeting this summer. The board unanimously voted for Jack to assume Interim Chairmanship until the Annual meeting.

At the Annual meeting, 3 positions will be up for re-election – Arron, Cindy and Brian. Cindy and Arron will not seek re-election and Brian has agreed to remain if he is reelected.

#### Annual Meeting

The meeting date was set for Saturday Aug 12<sup>th</sup> in the AM to accommodate schedules – 9 AM social hour with a 10 AM meeting time. A lower cost social hour before the meeting with coffee and snacks is planned.

#### Spa Alternatives

The Board has the authority to make the final decision, however the Board will seek an advisory vote from the owners to guide the decision. David will email/mail to owners for evaluation and advisory vote.

Jack suggested we narrow down the choices to 3 options that show costs to all owners.

Follow the Spa committee recommendations Phase 1 and Phase 2.

Hire Security for the summer.

Leave Spa closed for Summer 2023 while funds and long-term finance plans are agreed to.

Board will determine a shortened Spa Open season in the advisory vote.

Suggested opening in Late June? – Need to check formal documents for any language around opening dates.

The owners should also be made aware of the unexpected increase in costs (insurance, landscaping, and Propane valves) and the evaluation by the board for an increase in dues for 2024 calendar year due to the increased costs incurred by the HOA.

### Propane Project

Most of the Board members and the property manager met earlier in the week with our propane service provider for an explanation of a necessary upgrade project that had recently come to our attention. The Montana Public Service Commission is requiring us to replace our pressure relief valve on the main propane tank which requires draining the tank. This is a labor-intensive operation, and the service provider is proposing to replace other equipment at the same time (regulators, etc.) which will save money in the long run. The work is planned to be done over the next few months, finalized by late June, for a cost of \$43,364.

### Current Reserve Position and Projections

Projections were discussed with the included propane project cost with no other changes – the current reserve position will allow us to paint Bldg 4 this year as planned and do the necessary propane project, but beyond 2023 we need to discuss increasing revenue (dues) to ensure we stay up with maintenance. Long term without change to budget will not be sustainable. May have to look at delaying additional painting projects.

### Insurance

One of the largest increases to this year's operating budget which will affect the HOA going forward is a significant (around \$25,000) cost of insurance. The property manager has been informed that our claims history and rising value of the buildings has contributed to the increase. The Board approved increasing the deductible from \$500 to \$5,000 to mitigate a portion of this increase. There will be implications going forward in terms of deductible expense and responsibility for it.

### Additional Items

During walk of property today, Cindy and Jack noticed the need to stain Bldg. 3 before painting as the paint is in better shape than the stain. Repairs also necessary on some of the timbers.  
Todd asked to have the painter look at the staining projects to see if he could do partial staining while onsite this summer.  
Powder coating on some of the rails is faded and may need "sprucing up" and possible touch-ups.  
Need estimates from painter to budget. David will ask Ken to estimate.  
Other large cost items after painting – need to get better numbers to better estimate our long-term requirements  
Roof issues – Dave will have the roofs evaluated while the painting project is happening to get estimates and costs to budget going forward.  
Staining all the wood surfaces  
Parking resurfacing  
Dock – Steve has identified a couple of areas that need repair this season. Will provide a number to Dave.

### Smaller items

Flowers for Summer – propose we do the same as last year, without additional cost.  
Bird abatement – Board asked Dave to have Malcom and Angie set this year, same as last.  
Geese – do we do decoys to keep them away? Need to explore costs.  
David made us aware of 100's of cigarette butts behind the garbage enclosure near bldg. 4 and the highway.  
Also finding them around the facility – Need to message the owners to be vigilant.  
New Swim rope – Purchased for this summer.  
New Swim island? Has not been ordered.... Possible \$2-3K for replacement.  
Motion made and seconded to replace – Passed unanimously  
Clarity around which garages will be painted. David will ask Ken for confirmation.  
Has the electrician been engaged to check lights – especially bldg. 4 stairwell  
They were called and will respond.  
David will ask landscape team to bring new gravel for dog areas.



David to contact Intermountain and Auxi Solutions to bid security system - whoever can do it fastest wins  
David to contact Montana Fence to schedule a site visit for solutions and estimate of spa fence security

Jack will schedule a follow-up meeting for the board to review spa advisory vote and make final decision.

Meeting adjourned @ 6:40 PM