

Waterside COA Meeting Minutes

February 18, 2026

Board Attendees: Jack Jenkins-Chairman, Michelle Dishon-Vice Chairman, Lindsey Maffet-secretary, Christine Petersen-Treasurer, Steve Halsey, Board Member

Western Mountains Property Management. Lindsay Freitas-COA Property Manager, Dawn Owens, Dave Roberts,

Agenda is below.

Meeting started 12:00 p.m

Quick recap

The board meeting focused on financial updates, project planning, and maintenance concerns at Waterside Condos. The board reviewed January financial statements showing improved operating accounts and reserves, then discussed the recent \$200 monthly dues increase and \$3,000 special assessment and how to address maintenance needs. The group set the annual meeting for July 16th at 10 AM and reviewed several ongoing maintenance projects including fire protection system updates, beam cap replacements, and parking lot repairs. An owner raised concerns about vendor bidding processes and questioned the frequency of dues increases, while the board explained their decision-making process regarding special assessments and emphasized their commitment to maintaining property values through necessary improvements. The conversation ended with discussions about potential dock expansions and the need for competitive vendor bids on upcoming projects.

Next steps

- Lindsey M. and Western: Reach out to the fire protection system vendor for clarification on Building 3 work and ensure all questions are addressed before proceeding; coordinate site visit as needed.
- Western: Resend the latest detailed bid for the fire protection system to all board members.
- Western and Steve: Meet with the fence contractor on Monday at 11 AM to assess the condition of the northern fence and determine repair/replacement needs; consider presence of Steve during inspection.
- Western: Obtain and present a new bid for parking lot crack sealing and seal coating next week; proceed with work when temperatures are above 40 degrees if bid is approved.
- Western and Lindsey: Continue work on procuring bids for the beam cap project and coordinate with spider web mitigation and bird control as feasible.
- Western, Lindsey, Jeff, Will, and others: Assess which buildings and sides require spider web mitigation and determine practical access for treatment, especially in coordination with lift rental.
- Western: Send out maintenance staff's detailed weekly hour sheets and description of work performed to interested board members (Steve, Chris, etc.).
- Western: Provide a breakdown of the \$45/hour maintenance cost to the board, showing payroll, taxes, and related expenses.
- Western : Coordinate to identify and address any owners who have not paid the 2026 rental impact fee; implement fines as per governing documents for non-compliance.

- [Michelle D.: Add to the newsletter a request for a volunteer to resubmit the application for an ADA accessible swim zone ramp/entry, and seek a volunteer to lead this effort.](#)
- [Western: Check and confirm the legal no-wake zone distance \(100 or 200 feet\) for buoys and communicate to board/owners.](#)
- [Western \(or designated volunteer\): Place buoys further out in the swim area to extend the no-wake zone, using concrete blocks as anchors.](#)
- [Tom \(or interested owner\): Revisit the possibility of expanding boat slips outward \(not over\) into deeper water, given new variance precedents, and report findings to the board.](#)
- [Western: Send out the list of maintenance staff's daily duties/checklist to interested owners \(e.g., Norris/Brenda Hiranaka\).](#)

Summary

Financials

The board presented the current financial statements. The operating account has over \$50,000 due to a \$30,000 transfer from reserves at the end of last year, while reserves now hold over \$100,000. Jack explained that the operating account is expected to remain stable during the low-spending winter months but will face increased expenses quickly as projects start up. Jack noted that a \$200 monthly dues increase, with \$50 per unit directed to the operating account, will help address budget shortfalls, and a \$500 portion of the \$3,000 special assessment will further enhance the operating account's buffer. Management praised Christine P. and Steve D. for completing a reserve study in-house that would have cost the association \$6,000 or more.

Annual Meeting

The board set the annual meeting for July 16th at 10 AM.

Fire System Inspection

Lindsay M. and Lindsey F. will be planning the fire protection system update for the \$40,000 project. All four buildings require these updates, with the main cost being the replacement of the fluid system within the lines.

Spider Mitigation, Beam caps, spa, and Facility Repairs

The team discussed spider mitigation efforts, noting that the north side of Building 2 and building 4 were particularly affected. They agreed to assess which areas were practical to treat, considering access issues. Management mentioned that Bug Hunter's contract only allows for ground-level spraying, not reaching higher areas. The group also discussed a \$6,000 bid for seal coating the parking lot, which Management said they would present next week. They planned to start the work in early May when temperatures are consistently above 40 degrees. Additionally, Management reported that they had met with a contractor about finishing caulking work on the spa, but were still waiting for bids due to seasonal availability of contractors.

Summer Projects and Maintenance Planning

The group discussed several maintenance and construction projects, including gutter repairs, beam caps, and railing fixes, with bids being sought from contractors like Hagstead and Tamarack. They agreed that most projects should start before summer, except for the gutters which were planned for fall due to construction impact on parking. Management confirmed that maintenance workers Will and Jeff were doing well with their

tasks, though their hourly rate had increased due to payroll and workers' compensation costs. The board discussed Western's workers' compensation costs and payroll management, where Western explained he currently handles payroll for 12-14 employees at a rate of \$25/hour with an additional \$20/hour to cover costs, though other options exist at \$75-85/hour. Western expressed concerns about the liability and administrative burden of managing payroll, suggesting the association could either take over this responsibility or hire directly at higher rates. The board agreed to review Lindsay's offer to share hourly time sheets, and Jack requested a breakdown of the \$45/hour total cost structure.

Rental Compliance and Fee Updates

Owners raised concerns about maintenance staff duties and their checklist, which Management confirmed exists and is monitored by the office. Management explained that rental impact fees of \$1,500 per month would be imposed on non-compliant owners, with consequences including property liens, and noted that a committee is coordinating with rental forms to identify and address rental units. Jack pointed out that \$3,500 in rental impact fees was shown in the January P&L statement, suggesting that some owners have still not paid for 2026, though Western clarified that the exact number of outstanding payments is still being determined.

Marina Variance and Development Concerns

The group discussed a new high-end housing development nearby that received a variance for a 159-foot marina extension, which has raised concerns about boat wakes and access. They agreed to consider resubmitting applications for a taller fence between the development and the park, as well as an ADA-compliant water access ramp, given the large variance granted to the developers. Western mentioned waiting for permit approval to remove silt by the seawall.

Buoys

The board discussed the placement of buoys to mark a no-wake zone, with management suggesting using concrete blocks and placing them 100 feet offshore. It seems 200 feet is allowed from the shoreline.

Reserve Funding and Assessment Discussion

The board discussed financial challenges, including insufficient monthly contributions in the past and the need to use reserves for operating expenses. Chris presented a 5-year reserve analysis showing operating expenses increasing by at least 4% annually, leading to the special assessment that is due by April 1, to address funding gaps. Jack noted that while current increases were necessary, future increases would depend on cost experience and inflation.

Development Project and Dock Plans

One owner expressed disappointment at the dues increase, and Jack explained the board's fiduciary responsibility to make such decisions. A reminder was mentioned that in July, two open board positions will be up for vote.

Expanding slips into the lake, if given a variance such as the one Discovery was given, wouldn't encroach on the beach area and it might be worth looking at. Western shared information about Cherry Hill's deep-water docks and how lifts worked there. An owner suggested that approved variances could allow for 11-12 additional slips, potentially raising money to go to the COA account.