

Waterside COA Meeting Minutes

March 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 Waterside Condominium Association board meeting focused on reviewing financial reports and discussing upcoming maintenance projects. Several major projects were discussed including fire suppression system repairs totaling \$36,835, beam end cap work estimated at \$29,231.77, and parking lot crack sealing and seal coating for \$6,600. The board approved the parking lot work and discussed power washing options, with one bid coming in at \$5,400. The group also addressed ongoing challenges with gutter repairs, noting difficulty finding qualified contractors, and discussed the need for metal railing painting and exercise room door replacement. Lake level measurements were shared, showing a drop of 6.41 feet, though it remained too high for planned dredging work.

Next steps

- Western: Contact the company performing the fire suppression work to confirm timing and coordinate access logistics, and update owners if schedule changes are needed.
- Western: Obtain at least one more competitive bid for the beam end cap project by the end of March; if unable to obtain another bid, coordinate with board to vote via email or quick call.
- Board: Vote to approve the parking lot seal coating/restriping/patching work with Jason Krohn and notify owners of upcoming parking lot closure when weather permits (target early May).
- Western: Authorize under \$1,000 fence stabilization repair and confirm if Will and Jeff can complete the work.
- Western: Wait for additional power washing bids; compare all bids and coordinate decision with board by end of month.
- Western: Send out communication to owners about optional deck/patio power washing and provide pricing once vendor is selected.
- Western: Order new exercise room entrance door and coordinate replacement.
- Western: Replace light in exercise room.
- Kevin: Complete repair of Evan and Mary's porch railing (coordinate with Evan; expected this week weather permitting).
- Western: Call Nexus Gutters (or similar recommended contractor) for gutter bid.
- Western: Upon receipt of photo from Steve, send notice to Building 3 owners regarding unclaimed luggage/cooler and arrange for disposal if unclaimed.
- Western: Send out any additional painting and power washing bids to board by March 30.

- [Board/Management: Monitor lake level for dredging; if insufficient drop, consider hand crew for partial dredge as backup.](#)
- [Western: Coordinate with Tamarack and Hagstead for metal railing painting bids for September work.](#)
- [Western: When metal railing/painting contractors are on site, request confirmation on beam end cap staining schedule and condition.](#)
- [Board/Management: Remind owners of April 1 special assessment due date and 3-month grace period for payment.](#)
- [Board: Tentatively schedule next meeting for April 15.](#)

Summary

- **Financial Reports Review Meeting**

The meeting focused on reviewing financial reports presented by Western and Dawn. Dawn explained that the special assessment of \$2,500 was recorded on an accrual basis, with payments being shifted immediately to reserves. The operating fund currently shows a balance of approximately \$15,000, not counting the special assessment, while reserves total \$158,052.91, with \$119,000 being pre-assessment reserves.

- **Fire Suppression System Updates**

Western presented updates on fire suppression system projects, including two bids totaling approximately \$37,500 for sprinkler risers and backflow work in buildings 1, 2, and 4. The team discussed that Building 3 only needs other repairs rather than antifreeze work. Western explained that access to all units for the two-day inspection process would require coordination with building owners, either through keys, temporary codes, or having someone present during the work. The total cost is expected to come in about \$5,000 under budget, with \$42,000 available in reserves.

Western noted that the duration of work in each condo unit would vary significantly, potentially ranging from 5 minutes to an hour, and emphasized the importance of owners being available to provide access.

- **Beam Cap and Seal Coating Project Costs**

The team discussed equipment rental costs, particularly for a scissor lift needed for 5 days but with potential extension to a month, and a boom lift at \$3,250 for a month. Western agreed to seek at least one additional bid within two weeks, with a decision deadline set for the end of March to allow time for fabricator coordination. The group also reviewed a parking lot project with Jason Krohn, including seal coating at \$5,460, restriping at \$800, and asphalt patching at \$385, with work planned to begin within 30 days once weather permits. The team discussed and approved a seal coating project, with Western explaining that due to limited contractor options and specific requirements, a competitive bid wasn't possible. They determined the work should be scheduled for early May when temperatures consistently stay above 40 degrees for 48 consecutive hours.

- **Completed Project**

Western also reported that spa coping work was completed and fence repairs were estimated at under \$1,000, requiring only minor stabilizing posts.

- **ProWash Concrete Cleaning Proposal**

Western presented a proposal from ProWash for concrete surface cleaning, including pre-treatment with special soap, steaming, and power washing of pool areas, building entrances, walkways, and stairways. The service would cost \$5,000 and use bio-safe chemicals that guarantee no paint damage. The team discussed scheduling the work for late April or early May, after mud and snow clearance, and agreed to send an email to residents about the possibility of adding deck cleaning at an additional cost. Western noted that ProWash's hot power washer and steam machine would be more effective than cold power washing for cleaning the dirty stairs and hallways.

- **Lake Access and Maintenance Planning**

The group discussed lake levels and access challenges for removing blue willow plants and other debris near the marina. They determined that while the water has receded significantly in the past two weeks, it's still too high for a Bobcat to reach the work area, requiring manual removal with shovels and wheelbarrows if necessary. The discussion concluded with Western presenting two remaining projects needing attention: gutter replacement/repair and metal railing painting, with the group needing to decide between these based on budget constraints.

- **Railings/Gutters**

The team discussed timing for home improvement projects, with Lindsey suggesting September as the optimal time for gutter work due to moisture concerns. They aligned on having Tamarack bid on metal railings, which Chris noted are scheduled for Q3 after summer. The discussion included details about addressing damaged glue lambs that may be uncovered when fixing the gutters, including the need to cut out rotted wood, reshape beams, and apply epoxy and copper sealant. Western confirmed that the metal railings project would involve two-part paint and comprehensive work including stairs and brackets.

- **Community Maintenance and Assessment Updates**

The board discussed several maintenance issues including gutter repairs, which require finding qualified contractors for a large project. They also addressed the need to replace the exercise room door due to water damage and rot. The board confirmed that the special assessment would be due April 1st with a 3-month grace period. Steve reported that the lake level had dropped 6.41 feet and raised concerns about unclaimed luggage and a cooler left in Building 3 for several days. The board agreed to investigate the abandoned items before disposing of them. Western committed to sending out additional bids for the gutter project by March 30th, and the next board meeting was scheduled for April 15th.

Meeting ended 12:45 p.m.