**Waterside Condos – HOA Board & Operations Meeting Minutes**

**Date:** August 19, 2026
**Location / Format:** Zoom

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**1. Call to Order & Financials**

- **Call to Order:** Western called the meeting to order following brief audio and connection troubleshooting.
- **Account Balances:** Western reported **$61,651.33** in the operating account and **$314,348.66** in reserves. Overall income and reserves are tracking on budget, though upcoming engineering costs and a large anticipated invoice from Elite were noted.
- **Trash Service Contract & Credit:** Don and Western reported receiving a **$3,500** credit due to contractual billing discrepancies, leaving a current prepaid credit balance of **$445/month**. Michelle confirmed Republic Services was selected over Grizzly for a locked 3-year contract with weekly pickups (seasonal rates noted at $4.45 off-season / $8.95 peak season).

**2. Grounds, Landscaping & Docks**

- **Grounds Committee:** Tanya Peek volunteered to chair the Grounds Committee, which currently has four volunteers.
- **Flower Beds & Aphid Treatment:** Christine noted higher-than-expected flower bed expenses due to an aphid infestation. Lindsay explained that systemic spraying should resolve the issue and will obtain an all-in bid from landscaper Brian that includes systemic treatment and an additional pot with drip irrigation near the dock.
- **Trimming & Stump Grinding:** Property trimming is scheduled for **September 24–30**. Stump grinding was noted as completed/scheduled for August 3rd.
- **Hanging Baskets:** The board raised concerns that heavy hanging baskets are pulling down bus station structures and considered downsizing to medium-sized baskets to reduce structural strain and costs.
- **Buoys & Swim Platforms (Glacier Dock):** Western discussed buoys and swim platforms with Glacier Dock. Michelle requested a detailed inventory of buoys,

chains, and ropes to prevent misplacement, with Western suggesting on-site storage at Waterside. Additional updates include:

  - Will is transporting an extra heavy buoy to Waterside.
  - Brian (Glacier Docks) needs to add **6 inches** of chain to the wake buoy so it floats above water level.

**3. Roofs, Gutters & Exterior Maintenance**

- **Metal Roof Rust & Snow Guards:** Western presented photos of rust damage on metal roofs where snow guards retained water. Kevin will repair and seal the rusted areas to extend the roof's lifespan before replacement snow guard options are considered.
- **Gutter & Flashing Work:** Kevin's gutter and downspout installations are progressing well despite recent heavy rain. Proper drainage angles require roughly $3,500 in flashing work. **Motion:** The board unanimously approved spending approximately **$3,600** for flashing and rust repairs, pending exact cost figures from Kevin.
- **Garage & Access:** Kevin is working on Garage 12; Lindsay noted he requires unit access to finish the job.
- **Drainage & Water Pooling:** Owners raised drainage concerns near Building 1 and suggested ongoing monitoring around Building 2.

**4. Structural Engineering Assessment (Buildings 2 & 3)**

- **Engineering Review:** The board discussed hiring a structural engineer to evaluate settling and structural stability in Building 2 (with Building 3 also referenced during discussion). Jack recommended measuring current structural stability and using monitoring sensors rather than conducting extensive soil testing.
- **Approval Pending Estimate: Motion:** The board unanimously agreed to hire a structural engineer, pending a written cost estimate range for final board review.

**5. Facilities, Utilities & Security**

- **Spa & Security Codes:** Western reported that spa signs will be corrected next week with proper coloring on the reverse side, and property flags will be reinforced at no charge. An upcoming spa shutdown was also noted. Great Northern will provide security code proposals for the spa and gym entries by the end of the week or early next week.

- **Lighting & Electrical:** Bronze hallway fire lights are out of stock and require custom bulb ordering. Steve noted half of the tested elevator bulbs were burnt out; the team agreed to use existing standard bulbs while stocking up on LEDs as backups. Kalispell Electric will be contacted regarding an elevator room repair and a hanging motor/piece.
- **Fire Alarms & Boiler Inspection:** Western will follow up on unexpected alarms in Building 3 triggered by valve work in Building 4, as well as Timco's boiler room inspection in Building 3.
- **Unit 1103 Fireplace & Monthly Reporting:** A damaged fireplace in Unit 1103 requires follow-up. Michelle proposed that property management provide a monthly site visit report by the **5th of each month** tracking ongoing items (Unit 1103 fireplace, buoys, stump grinding, spa, and flags).

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