

ELK RIDGE HEIGHTS HOA
Board of Directors
Minutes of the Board Meeting

Minutes of the Board of Directors meeting held at 3:30pm October 27, 2022.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:30pm at 13124 E. Moyie Lane, Spokane Valley, WA 99216.
Present: Jeff Grimes, Don Condon, Natasha Porter, Lauri Liptac (WEB Properties).

APPROVAL OF PRIOR MEETING MINUTES

The minutes of the September 28, 2022 Board Meeting were submitted to the Board on October 12, 2022 and were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **Monthly drive-by's** –
 - a. Street parking – The Board is open to reviewing requests for a temporary exception if a definitive timeline is provided. Without the end date or if the homeowner is non-responsive, WEB Properties will proceed with notification and fines per the existing policy.
 - b. Garbage/green bins – The Board has confirmed that, per the CC&Rs, recycling and yard waste bins should not be stored in the front or side of the house unless they are fully screened from view. Due to the recent increase in sightings, a reminder will be included in the newsletter.
2. **Pond** – EMP has completed the fall trimming and clean-up of the area. Gady Pump is to winterize the pond.
3. **HOA Common Area on San Juan** – WEB Properties to obtain a bid to bring in a geotech engineer to determine root cause of the depression in the soil. Bill Butler has reached out to ALLWEST. The Board has requested to put it in the 2023 budget.
4. **2023 Road Maintenance** – Bill Butler will review the reserve study and provide recommendations to include in the 2023 budget.
5. **Concrete repairs** – The Board has authorized concrete repairs on San Juan Lane around the storm drain to be completed this fall. Additional repairs will be reviewed for 2023.
6. **Lawn care and snow removal** – Based on competitive pricing, a more comprehensive bid, and proven commitment to work on improvements, the Board has approved EMP to continue as our lawn care and snow removal vendor for 2023. Improvements for the snow season will include using granular deicing in low temperatures, and heavier deicing at the bottom of inclines and the areas of heavy run-offs. A full update and snow season reminders will be included in the next newsletter.
7. **Front Gate Bridge and Waiting Pad** – After the initial review of requirements with Central Premix, we are having difficulty getting the bids. Don Condon will follow up with Brandon Arthur and reach out to the developers for assistance. The Board will share with the community once the bids are received.
8. **HOA weed control** – A homeowner raised concerns over weeds on HOA property next to their lot. This will be included in the landscaping bid to clear a strip away from their fence.
9. **Homeowner maintenance of HOA property** – Bill Butler to provide a sample of a license/hold harmless agreement for when a homeowner wants to maintain HOA property adjacent to their lot.

10. **Fire lane signs** – A homeowner on Big Horn expressed concerns over vehicles turning in their driveway rather than the designated turn-around. The Board asked WEB Properties to replace the sign with one that better designates the turn-around.
11. **Neighborhood Block Watch** – Earlier this year a homeowner suggested a neighborhood block watch to improve security. The Board was supportive of the idea if it was coordinated by the community volunteers. The homeowner was asked to contact the Sheriff's office to confirm requirements. Due to no further follow up from the homeowner, this item will be closed until further interest.

NEW BUSINESS

1. **WEB Properties Update** – Emily Amsbaugh will take over from Ron White as HOA Manager for our community as of November 1st. She will be introduced to the community in the fall newsletter.
2. **Annual Meeting** – The annual meeting date has been set for November 28, 2022 6:00-7:00pm, via Zoom. WEB Properties to send notification to the community on October 28, 2022 and follow up with the agenda, 2023 budget and Zoom link two weeks before the meeting.
3. **2023 Budget** – The budget will be reviewed by WEB Properties the week of October 31 and provided to the Board (Jeff Grimes) by November 7 for review by the Board and distribution to the community before the annual meeting.

MEETING CLOSING

The meeting was adjourned at 5:30 pm.

These minutes were approved by an email vote of the Board of Directors on November 1, 2022.



11/1/2022