

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

Minutes of the Board of Directors meeting held at 3:30pm on August 5, 2021.

CALL TO ORDER AND ROLL CALL

President Karina Rudmann called the meeting to order at 3:30pm at 13124 E. Moyie Lane.

Present: Karina Rudmann, Brandon Arthur, Don Condon, Jeff Grimes, Natasha Porter

APPROVAL OF PRIOR MEETING MINUTES

Natasha Porter submitted the final minutes of the July 8, 2021 Board Meeting via email to the Board on August 2, 2021. The minutes were approved by unanimous vote of the Board members.

PRIOR BUSINESS

1. **Upper pond/waterfall repairs** – The previous service provider has not been able to repair the pump due to wide spread labor shortages. The Board has authorized WEB Properties to find another provider. ACTIONS:
 - a. Jeff G. to update the HOA FB group about the status of the pump repair and that it continues to be a priority yet faces industry-wide challenges. – *Completed 8/5*
 - b. UPDATE: The pump repair work has been quoted with Spokane Pump Repair on 9/3. WEB/Board to review the quotes and schedule the work.
 - c. The developers previously purchased 2 extra pumps. They are stored at Abe Bowen's (developer's infrastructure contractor). The Board to determine a long-term storage solution.

2. **Gate software update & remotes** – Final software updates are in process and scheduled to be completed by the end of August. We have replenished the stock of remote controllers. Gate codes have been reconciled and every homeowner has their own 4-digit code. ACTIONS:
 - a. 95% done reconciling the call directory. The final step is to program each family's clicker code into the new software.

3. **Front fence** – The new front fence was installed on 7/30. There was some sprinkler lines damage that has been addressed by EMP, and the removal of the previous posts (pending). Additionally, the Board requested correction of the invoice due to measurement variance. ACTIONS:
 - a. Follow up on and action removal of the old fence posts.
 - b. Process the invoice payment and refund an overpaid portion to the developers.

4. **Sealing of the asphalt cracks** – Per the reserve recommendations, the Board would like to schedule sealing of the asphalt cracks. WEB Properties has had difficulties obtaining bids as providers in the area are heavily impacted by labor and material shortages. ACTIONS:
 - a. The Board requested that WEB continues obtaining bids and schedules the work for spring of 2022 if not possible this fall.

5. **Speed signs** – To address speeding concerns, the Board would like to install 20MH speed signs at both gates and place 2 solar speed feedback signs in the areas of concern. ACTIONS:
 - a. WEB Properties was asked to get bids for 2 static and 2 solar speed signs. Costs were provided to the Board, to be reviewed at the next meeting.

6. **Back yard finishing and hillside maintenance** – The Board discussed the need to reengage homeowners who are past 1 year of ownership and have not completed back hillside landscaping and reclamation, or lots that do not meet community standards. ACTIONS:
 - a. The Board to schedule a drive through with WEB Properties to assess and determine the desired/minimum maintenance level prior to contacting homeowners.

7. **CC&R enforcement, late fees and liens for default properties** – The Board discussed the need to develop policies for enforcing CC&R compliance and handling late/delinquent HOA dues, with a goal to provide homeowners opportunity to rectify, while providing HOA a better path to enforce compliance. ACTIONS:
 - a. The Board will review CC&Rs and develop policies accordingly.

8. **ARC requests** – In the meeting with the developers on 7/8/2021, it has been agreed that the HOA is responsible for approving ARC requests for exterior colors/finishes, landscaping, outbuildings and fences. The developers have communicated the procedure to the primary builders. WEB Properties has contacted owners of individual lots to inform them of the procedure. ACTIONS:
 - a. WEB to follow up with the primary builders to confirm they understand the ARC approval procedure and submit ARC requests for homes currently under construction.


9. **HOA Community Property on San Juan** – The Board has been made aware of the weeds and dry grass in the HOA property on San Juan Lane. On initial inspection on 8/5 it was discovered that the sprinklers had been turned off, which was immediately corrected. The landscaping provider has been asked to spray for weeds and adjust sprinkler schedule (completed). Additionally, the homeowner of the adjacent lot has reported a sink hole (depression in the grass) in the upper part of the lawn. ACTIONS & UPDATES:
 - a. Jeff Grimes has looked into the sink hole issue. This area was worked on 3-4 years ago. The developers dug it up and confirmed there was no water leak in the ground. The ground in the dig site has since settled. The Board has obtained a quote to fill and reseed the spot and will review for approval at the next meeting.
 - b. WEB Properties has quoted an option to install a meter to determine water usage (cost of \$225). In the meantime, homeowners of the lots sharing the water bill with community properties will receive a discount of the quarterly assessments per the easement agreements.
 - c. EMP/Board to monitor the grass after the sprinkler schedule has been adjusted and determine if there is still an issue.

NEW BUSINESS – No new business discussed, deferred until the pending projects are completed.

MEETING CLOSING

The meeting adjourned at 5:45 pm. The next board meeting is scheduled for September 15, 2021, 3:30pm.

These minutes were approved by the Board of Directors on September 15, 2021.



Natasha Porter, Secretary

9/15/2021

Date