

**ELK RIDGE HEIGHTS HOMEOWNERS ASSOCIATION**  
**Annual Meeting Minutes**

Date: Monday, November 1, 2021, 6:00 pm  
Venue: Zoom online meeting.

**CALL TO ORDER**

Ron White of WEB Properties Management Company called the meeting to order at 6:05 pm. Board members present: Karina Rudmann, Jeff Grimes, Natasha Porter, Donald Condon, Brandon Arthur.

**NOTICE OF MEETING**

The notice of the annual meeting, 2022 budget and voting proxy forms were sent to the members via email on October 18, 2021.

**ANNUAL MEETING MINUTES**

Last annual meeting minutes (held on March 25, 2021) were approved by the Board on May 13, 2021 and published on the community website at <https://webpropertiesinc.com/elkridge-heights>.

**YEAR IN REVIEW**

President Karina Rudmann provided an update on the past year's projects and the work of the Board of Directors (BOD), highlighting the following:

- Two Board positions were filled with new board members Brandon Arthur and Natasha Porter.
- The Board has identified management issues and hired a new management company, WEB Properties. The transition was successfully completed on June 1, 2021.
- The Board has been very active working on projects that have been delayed after 2020 COVID-19 setbacks, meeting twice monthly through April and once a month beginning in May.
- The Board has initiated and completed the following improvement projects:
  - Streamlined ARC review process between developers, builders, homeowners and the Board;
  - Reviewed the geotechnical report of the integrity of the rock walls in the community;
  - Replaced the front entrance fence;
  - Upgraded gate software, adjusted operation schedule and issued individual codes to all homeowners, eliminating codes that have been shared with vendors, all with a goal to improve community safety;
  - Completed asphalt crack sealing of the streets;
  - Reviewed and approved EMP as our landscaping and snow removal company for another year;
  - The Board has looked into various ways to manage speeding on our private roads. We have ordered 2 static speed signs to be placed at each of the gates and solar 'feedback' speed signs to be placed on Copper River and San Juan lanes.
  - Developed and rolled out 3 new policies: Gate Operations Policy; CC&R Compliance Policy and Delinquent Assessments Policy. All policies can be found on the [community website](#).
- One issue that has remained unresolved is getting our pond and waterfall feature fully operational. Although we completed multiple repairs and got the lower pond operational, additional repairs were needed for the waterfall, which has been hindered by labor shortage. The equipment will be winterized soon, and the BOD will make it a priority project to complete repairs in the spring.
- The Board has focused on improving community communication through more frequent updates from WEB Properties, a quarterly newsletter, updates in the community Facebook group and publishing Board meeting minutes on the [community website](#).

## **NEW BUSINESS**

- Don Condon, Head of the Architectural Committee (ARC) has outlined the process and requirements for ARC reviews.
- Karina Rudmann shared projects that are under consideration for 2022:
  - Getting bids for putting in a sidewalk and a waiting pad for bussing students;
  - Exploring options for a man gate at the front gate.

## **BUDGET RATIFICATION**

2022 budget and proxy forms were emailed with the annual meeting notice. Votes were collected by mail and email. Ron White of WEB Properties reported that the budget has been ratified.

## **COMMUNITY REMINDERS**

Natasha Porter provided the following community reminders:

- Watch your inbox for the quarterly newsletters for community updates and seasonal information/reminders.
- During the snowy season, please don't park vehicles on the street overnight and don't blow snow into the street. It prevents de-icer from working properly and compacts the snow, making the plowing less effective and more costly.
- Sidewalks must be kept clear of snow, debris, basketball hoops, etc. Your sidewalk is the one that is touching your property line. For many of homeowners it is in the back yard.
- Homeowners are required to clean up after their dogs when taking them on walks in the community. Dogs are to be confined on the homeowner's property or leashed at all times when walking in the community.
- Homeowners are responsible for weed control on their property. Backyard landscaping must be completed within one year of ownership, including re-seeding of hardy grasses to prevent erosion and weeds.
- Keep your 4-digit gate code private. Delivery drivers should use the south contractor entrance during business hours. Visitors can dial your 3-digit dial-up number at the gate (or pick your name from the directory) and you can open the gate by pressing 9 on your phone.
- Boats, trailers and campers can be parked for 24 hours for loading/unloading only. For longer periods, homeowners must submit a request to WEB Properties. Reasonable requests will be approved.
- Be mindful of driving speed in the community (20 MPH).
- Join [the community Facebook group](#) to meet your neighbors and get real-time updates from the BOD members and others in the community.

## **HOMEOWNERS OPEN FORUM**

The meeting was opened to homeowners' questions and open discussion:

- Ron White shared more about WEB Properties' background and his personal experience as HOA manager.
- Members brought up a few questions or concerns that the Board or Ron White addressed:
  - Noisy vehicles in the neighborhood – Continue to report concerns to Ron White. Issues will be addressed with the homeowner(s) if not compliant with CC&Rs. Past complaints have been followed up on and there has been improvement, per the neighbors that raised concerns.
  - Use of private driveways for turn-around near mailboxes – A request was made to ask the community not to use private driveways for turn-around near mailboxes. This will be added to a future newsletter.
  - Snow removal – Discussed last year's experience and learning by the new vendor. The Board will continue to work closely with EMP to stay ahead of the weather and manage to the best of our ability, recognizing that snow maintenance is not a precise task.
  - Cracked sidewalks – Sidewalks on private property is the responsibility of the homeowner. There are a few places where the sidewalk separated from the street that the Board may look at in conjunction with the developers if the reserves permit.

- Budget discussion – *With additional homes coming, will the dues ever be lowered?* The Board shared the history of the reserves and that we were critically underfunded until recently, hence there was a need to increase the dues per the reserve study. The reserve study took into account future additional homes, so current dues reflect projected expense levels and reserve needs. This will be reevaluated periodically and the updated reserve studies will dictate future decisions on HOA dues.
- New extension update – 20 homes are planned, and it is the Board’s understanding that the existing builders Camden Homes and Dave Largent will be the builders, however it is up to the developers.
- The members thanked WEB Properties and the Board for improved communication and for being an active Board, sharing that the improvements are seen and appreciated.

**ADJOURNMENT**

Ron White and Karina Rudmann concluded the meeting thanking those in attendance and the Board for their time. The meeting was adjourned at 7:00 pm.

These minutes were approved by email votes of the Board of Directors on November 2, 2021.



Natasha Porter, Secretary

11/2/2021

Date

