

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

Minutes of the Board of Directors meeting held at 3:30pm on May 3, 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, Karina Rudmann, Don Condon, Brandon Arthur, Natasha Porter.

APPROVAL OF PRIOR MEETING MINUTES

The minutes of the March 16, 2022 Board Meeting were submitted to the Board via email on April 13, 2022. The minutes were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **AR update** – The improved billing and collection communication have been yielding better collection results. As of April 1, all 1st quarter dues were brought current. As of April 30, there were delinquencies for Q2 dues for a total of \$2,812.40, consisting of 12 lots.
2. **Insurance renewal** – The Board has reviewed insurance coverage for the 5/15 annual renewal. We added \$50,000 coverage for underground utilities and increased liability coverage to \$2M per occurrence/\$4M aggregate for a net increase of \$414/year.
3. **Community garage sale** – Based on the results of the survey, the Board has implemented a new policy for a community-sponsored garage sale that requires a minimum participation of 15 homes and outlines steps for advanced planning. As an exception, this year's sale was approved with slightly fewer homes participating (12-14) as a pilot. Amie Wheeler has taken the lead as the coordinator for this year's community garage sale, which has been scheduled for June 11th. FOLLOW-UP:
 - a. The policy will be amended to clarify that the minimum participating number of homes must include individual homes hosting a sale, i.e., if multiple homeowners combine belongings at one site it will be considered as one participating site.
4. **Speed signs** – The posted speed signs of 20MPH were installed at both entrances to the community in April. The Board discussed and finalized the locations for the digital speed feedback signs for Copper River Lane and San Juan Lane. FOLLOW-UP:
 - a. WEB Properties to schedule installation of the digital speed feedback signs in the next 30 days.
5. **Landscaping & hillside maintenance** – The Board noted the need to improve back yard/hillside landscaping and maintenance. A letter was emailed all homeowners in late March with reminders regarding general landscape maintenance, with special emphasis on the hillside reclamation and weed control. FOLLOW-UP:
 - a. WEB Properties will be contacting individual property owners for non-compliance starting in May and throughout the summer season.
6. **Pond pump repairs** – One pump of the two has been repaired and the waterfall and lower fountain have been turned on. The second pump needed additional repairs and is still in process. We are also having the landscape contractor research how to maintain the water quality.

7. **Road maintenance** – Annual crack-sealing was completed on April 22. Street sweeping will be scheduled in the next 30 days. The Board has also authorized the repair of the sunken water riser on Copper River Lane.
8. **Lawn Care** – The Board has requested our landscaping contractor to perform weed control and spraying throughout the common properties twice during the summer season and trim any overgrowth as needed. The Board will also ask EMP to clean up the south side of San Juan above the gate.
9. **New construction hillside reclamation** – A concern was raised regarding potential soil runoffs from the new construction on the corner of Moyie and Crows Nest. WEB Properties followed up with the builder, who will be building a retaining wall to secure the hillside and is waiting on the engineering report.
10. **Entrance improvements** – The Board is considering adding a walking bridge and a waiting pad at the front gate for children getting picked up or dropped off by school buses. The Board/WEB Properties have started discussions with an engineering firm for the design and proposal. FOLLOW-UP:
 - a. The Board to provide a sketch to the engineering firm to assess feasibility and provide a proposal.
 - b. Replace the lock on the pedestrian gate on San Juan entrance.


NEW BUSINESS

1. **Future front gate improvements** – The Board discussed additional ideas for improving the curb appeal of the front gate, such as reinforcing some of the stonework and possibly adding new landscaping/flowering plants. The Board will keep it under consideration as a possible project for 2023.

MEETING CLOSING

The meeting was adjourned at 5:00 pm.

These minutes were approved by an email vote of the Board of Directors on May 5, 2022.



Natasha Porter, Secretary

05/05/2022

Date