

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

Minutes of the Board of Directors meeting held on February 16, 2023.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:40pm at 13124 E. Moyie Lane, Spokane Valley, WA 99216.

Present: Jeff Grimes, Don Condon, Natasha Porter, Brandon Arthur, Karina Rudmann, Bill Butler, Lauri Liptac, Emily Amsbaugh.

APPROVAL OF PRIOR MEETING MINUTES

The minutes of the November 17, 2022 Board Meeting were submitted to the Board on November 18, 2022 and were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **Financial summary** – as of January 31 the balance of each account was as follows:

Operating Account	\$96,767.21
Reserve Account	\$124,146.82
Savings Account	\$15,691.06
Total	\$236,605.09

Bill Butler shared with the Board projections for reserve contributions and expenditures per the reserve study and recommended to transfer \$9,000 to the savings account and \$50,000 to the reserve account. The Board approved.

2. **Monthly drive-by's and notices** – WEB Properties reviewed with the Board general guidelines for notifications to homeowners regarding CC&R violations. The Board has approved for WEB Properties to issue notifications as discussed and in accordance with the published policy.
3. **Snow removal updates** – Apart from the unavoidable freezing rain event in late December, the snow removal season has been going well. The vendor has been proactive in deicing the streets and timely with plowing during snow events. The Board discussed isolated cases when snow had to be deposited on to a homeowner's property during big snow and where no other options were available. The HOA will take responsibility for the costs if there is any landscaping damage from the snow removal.
4. **Geotech assessment** – WEB Properties has been working to obtain a bid from a geotech engineering firm to determine root cause of the depression in the soil in the HOA Common Area on San Juan Lane. ALLWEST will do an initial assessment on February 17. Per Bill Butler's recommendation, later this year we will also have ALLWEST look at the hillside in Henry Fork cul-de-sac and water drainage on the rock hillside of San Juan Lane.
5. **Concrete repairs** – The concrete repairs around the storm drain on San Juan Lane that were planned for last fall were not completed due to early frost. WEB Properties is in the process of scheduling repairs with the vendor as soon as weather permits and will follow up with the homeowner of the adjacent property.
6. **Homeowner maintenance of HOA property** – In response to a homeowner's request to maintain HOA common area adjacent to their property, WEB Properties developed a request form with indemnity provisions that can be used for such cases. The Board reviewed and approved it with a few changes.

7. **Front Gate Improvements** – We are having difficulty getting the bids for the front gate walking bridge and gate, but the initial estimates were \$70,000+ for a basic design of extending the sidewalk to the gate, adding a pedestrian gate and a waiting pad for a school bus stop. This would require a special assessment in the range of \$500-\$1,000 per household. The Board would like to gauge the level of interest and support from the community before proceeding further. This will be done via a survey this spring.
8. **Community security** – Following up on the annual meeting discussion, the following steps will be taken in the near term:
 - a. Follow up with the developers about limiting back gate access during slow construction.
 - b. Shorten the time when gates stay open after a car goes by. Emily Amsbaugh to follow up with the vendor and have him reprogram per his recommendation.
 - c. Refresh gate codes once a year.
 - d. Continue reminding homeowners not to give out codes to vendors and other non-residents.
 - e. Evaluate a future gate software replacement with camera-enabled license plate recognition and better security features.

NEW BUSINESS

1. **Fence repair** – In January there was a vehicle accident by the front entrance, resulting in damage to the HOA fence and covert. WEB Properties has filed a claim with Allstate and is obtaining bids for repair of the fence. The covert damage will be added to the insurance claim and repair order.
2. **Speed limit on HW-27** – During the annual meeting a homeowner suggested we petition to keep speed limit at 45mph until past our community, to make it safer for children waiting for school buses. The Board is supportive of the idea and requested that a volunteer committee or the homeowner spearheads this effort. Bill Butler to share information with the homeowner on how to petition for the speed limit change.
3. **HOA property off Kelly Creek and behind Bitterroot** – During the annual meeting a homeowner inquired about maintenance of a strip of land behind their property at the end of Bitterroot Lane. The Board has confirmed it will remain a natural wooded area. Web Properties to follow up with the homeowner.

MEETING CLOSING

The next board meeting date was set for March 23, 2023. The meeting was adjourned at 5:30 pm.

These minutes were approved by an email vote of the Board of Directors on February 28, 2023.



3/1/2023