

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

Minutes of the Board of Directors meeting held on March 23, 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, Holly Waggoner.

**APPROVAL OF PRIOR MEETING MINUTES**

The minutes of the February 16, 2023 Board Meeting were submitted to the Board on February 28, 2023 and were approved by an email vote of the Board members.

**PRIOR BUSINESS**

1. **Financial summary** – as of February 28 the balance of each account was as follows:

Operating Account	\$34,970.51
Reserve Account	\$174,190.36
Savings Account	\$24,691.20
<b>Total</b>	<b>\$233,852.07</b>

2. **Geotech assessment** – WEB Properties is coordinating with ALLWEST to schedule an assessment of the soil depression in HOA common area on San Juan Ln. The plan is to also evaluate water drainage on the rock side of San Juan and rockslide in Henry Fork cul-de-sac later this year.
3. **Concrete repairs** – WEB Properties is scheduling repairs to be completed in the next 30 days when temperatures permit.
4. **Street sweeping and crack sealing** – The Board requested street sweeping to be scheduled as soon as the vendor is available and crack sealing to be scheduled later this spring.
5. **Front entrance fence and culvert repair** – WEB Properties recently received a bid for the culvert repair and submitted both to insurance.
6. **Lawn care/weed control** – Jeff Grimes updated the Board that weed spraying on HOA common areas is planned two times per season and overgrowth trimming will be performed as needed. Spring cleanup is already in process. A reminder to the HOA members to maintain their hillsides will be included in the spring newsletter.
7. **Speed limit on HW-27** – WEB Properties is working to provide State Dept of Transportation contact to the homeowner who would like a petition for a speed limit change on Hwy 27.
8. **Pond set up** – WEB Properties is in contact with the vendor to get the pond fountains and waterfall running in April.
9. **Front Entrance Pedestrian Access** – Per initial estimates, this project will require a special assessment of \$500 or more per household. We have also had difficulties finding a qualified vendor to do the work. The Board would like to gauge the level of support from the community before proceeding further. A survey will be sent out at the end of March.

10. **Gate software replacement** – The Board would like to begin evaluating software replacement options for our gates, which has become outdated. WEB Properties was asked to share information on software options and cost estimates from other HOAs.
11. **Spring newsletter** – Will be sent out by March 31. WEB Properties asked to add a reminder about keeping garbage bins screened from view.

## NEW BUSINESS

1. **New HOA Manager** – Holly Waggoner has been assigned as our new HOA Manager at WEB Properties. Her contact will be shared in the spring newsletter.
2. **HOA Land Purchase** – The vacant land off San Juan Lane was recently sold to Steve Huettl, owner of Camden Homes, and Brad Boswell, Realtor with RE/MAX of Spokane. D & J Elk Ridge Heights LLC has transferred the declarant responsibilities to the new company, S & B Elk Ridge Heights LLC. This update will be shared with the community in the spring newsletter.
3. **ERH Facebook Page** – The Board briefly discussed the ERH Facebook Page and whether we need a policy to ensure posts are relevant and courteous. The Board determined that having several moderators monitor the page is sufficient at this time, and can post periodic reminders as needed.
4. **Back Gate** – WEB Properties informed the Board that there have been issues with the back gate transmitters not working for several people. Ornamental Gate is working on it.
5. **HOA Welcome Letter** – The Board discussed the possibility to create a welcome letter for new homeowners moving into the community to inform them of the main clauses in our CC&Rs. WEB Properties will create a draft to share with the Board.

## MEETING CLOSING

The next board meeting date was set for April 27, 2023. The meeting was adjourned at 5:00 pm.

These minutes were approved by an email vote of the Board of Directors on March 27, 2023.

  
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3/27/2023