

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

Minutes of the Board of Directors meeting held on April 27, 2023.

**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: Karina Rudmann, Jeff Grimes, Natasha Porter, Brandon Arthur, Lauri Liptac, Holly Waggoner.

**APPROVAL OF PRIOR MEETING MINUTES**

The minutes of the March 23, 2023 Board Meeting were submitted to the Board on March 27, 2023 and were approved by an email vote of the Board members.

**PRIOR BUSINESS**

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

Operating Account	\$29,724.23
Reserve Account	\$174,229.56
Savings Account	\$24,691.33
<b>Total</b>	<b>\$228,645.12</b>

Year-to-date expenses were \$33,256.55, which is \$4,092.80 above the budget estimate of \$29,163.75. This was due to the winter weather extending further into the year than budgeted for.

2. **Geotech assessment** – WEB Properties has been reaching out to ALLWEST to schedule an assessment of the soil depression in HOA common area on San Juan Ln, however the vendor has not been available. They have a new contact now and will attempt to schedule it soon.
3. **Concrete repairs** – The planned concrete repairs have been completed.
4. **Street sweeping and crack sealing** – Street sweeping and washing is scheduled for May 31. Crack sealing will be scheduled to follow street sweeping.
5. **Front entrance fence and culvert repair** – The estimate has been held up with the responsible party's insurance. WEB Properties will continue to follow up.
6. **Pond set up** – Pond fountains and waterfall have been turned on for the season and are operational.
7. **Gate software replacement** – The Board has requested assistance from WEB Properties to evaluate software replacement options for the gates. WEB Properties will gather options and cost estimates to provide to the Board.
8. **Front entrance pedestrian access project** – A survey was sent out to the community in March to assess level of interest based on the estimated special assessment of \$500 per household. The majority of respondents were not in favor of the project. Based on the results, this project has been suspended.
9. **Back gate operation** – In March there were some issues with the back gate transmitters not working for some people. Ornamental Gate has addressed the issues.
10. **HOA welcome letter** – At the previous meeting the Board discussed the possibility of creating a welcome letter for new homeowners moving into the community to inform them of the main clauses in our CC&Rs. WEB Properties has provided a draft to the Board for review.

## **NEW BUSINESS**

1. **Lights at the gate entrance on San Juan** - The Board was made aware that one of the lights at the gate posts needs to be repaired or replaced. The Board requested WEB Properties' maintenance technician to replace the light enclosure and install new/the same light bulbs at both posts.

## **MEETING CLOSING**

The next board meeting date was set for June 8, 2023. The meeting was adjourned at 4:45 pm.

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

  
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4/28/2023