

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

Minutes of the Board of Directors meeting held on June 8, 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, Don Condon, Natasha Porter, Brandon Arthur, Lauri Liptac, Bill Butler.

APPROVAL OF PRIOR MEETING MINUTES

The minutes of the April 27, 2023 Board Meeting were submitted to the Board on April 28, 2023 and were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **Financial summary** – As of April 30, 2023 the balance of each account was as follows:

Operating Account	\$50,002.78
Reserve Account	\$174,288.75
Savings Account	\$24,691.54
Total	\$248,983.07

Year-to-date expenses are \$36,856.71, which is \$2,582.71 above the budget estimate of \$34,274.00, due to the winter weather extending further into the year than planned/budgeted for.

There were reportable delinquencies listed in April for a total of \$8,456.10, consisting of 27 homeowners. There were 5 homeowners with a delinquency of greater than one payment. WEB will mail invoices by postal mail to all homeowners who are late more than 2 payments.

2. **CC&R Compliance** – In April the following notices were sent: 1st notice – 18; 2nd notice – 1. The Board has reconfirmed that, per CC&Rs, garbage cans must be fully screened from view. WEB Properties asked the Board to develop policy guidelines for weed control and will provide a sample document.
3. **Lawn Care** – Weed spraying for HOA common areas was completed in late May and is planned again for mid-season. Overgrowth trimming was completed on June 5th.
4. **Geotech assessment** – ALLWEST will be assessing the subgrade sinking on the Common Area on San Juan Lane and providing recommendations for mitigation based on soil analysis. On June 7 WEB Properties received a bid for ALLWEST services and the Board approved the bid.
5. **Street sweeping and crack sealing** – Street sweeping and washing was performed on May 31. WEB Properties has obtained a bid from Accurate Striping for crack sealing and the Board approved the bid. Crack sealing will be scheduled as soon as the vendor is available.

6. **Front entrance fence and covert repair** – The estimate had been held up with the responsible party's insurance. After numerous follow up efforts, the insurance has finally issued a check and repairs are being scheduled. In addition to covert repair, Bill Butler recommended to add a screen for the covert and the Board approved.
7. **Gate software replacement** – The Board would like to evaluate gate software replacement. WEB Properties will gather options and cost estimates to provide to the Board. No new updates at this meeting. The Board has asked WEB to treat it as a priority to identify possible solution(s) before the annual meeting.
8. **HOA welcome letter** – At the request of the Board, WEB Properties created a welcome letter for new homeowners moving into the community to inform them of the main clauses in our CC&Rs. The Board has reviewed and approved the letter for use.
9. **Lights at the gate entrance on San Juan** - The gate lights and damaged glass at the back gate on San Juan Lane need to be replaced. WEB Properties will follow up.

NEW BUSINESS

1. **Reserve study** – WEB Properties shared with the Board an update regarding WA state law regarding reserve studies and lenders' policies to blacklist non-compliant HOAs. ERH HOA has been following reserve study recommendations. The Board has authorized WEB Properties to initiate a new reserve study.
2. **Vandalism around pond** – The landscaping vendor reported that neighborhood children have been observed playing in the pond area and causing damage (kicking door in the pump house, shoving rocks in water main tube, etc.). The Board has asked WEB to put together a communication to the community to address safety and damage concerns.

MEETING CLOSING

The next board meeting date was set for August 24, 2023. The meeting was adjourned at 5:15 pm.

These minutes were approved by an email vote of the Board of Directors on June 12, 2023.



6/12/2023