

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

Minutes of the Board of Directors meeting held at 3:30pm on December 2, 2021.

CALL TO ORDER AND ROLL CALL

President Karina Rudmann called the meeting to order at 3:30pm at 13124 E. Moyie Lane.
Present: Karina Rudmann, Don Condon, Jeff Grimes, Brandon Arthur, Natasha Porter, Ron White (WEB Properties).

APPROVAL OF PRIOR MEETING MINUTES

Natasha Porter submitted the minutes of the October 13, 2021 Board Meeting via email to the Board on November 2, 2021. The minutes were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **CC&R Compliance and Delinquent Assessment Policies** – Ron White provided an update that the policies have been implemented starting with Q4 dues and any prior delinquent payments. The delinquent accounts are receiving late notices. Due to an unusually high number of first-time late payments for Q4, there was a concern that emailed invoices may be going to spam. ACTIONS:
 - a. WEB Properties will mail hard copy invoices for Q4 dues with an additional grace period and requesting homeowners to update contact information and check spam folders for future invoices.
2. **Speed Signs** – The speed signs have been received, however installation will likely happen in the spring due to the required utilities inspection and the cold weather. The Board has identified locations for the signs at each of the gates and the solar signs on the downhill sides of San Juan and Copper River. ACTIONS:
 - a. WEB Properties to contact homeowners above Copper River hillside to obtain agreement for an easement to accommodate the sign. The rest of the locations will be on HOA properties.
 - b. WEB Properties to call for the 811 inspection and schedule installation as soon as weather conditions permit. Follow up until installation is completed.
3. **Gate Operation Update** – All software updates have been completed. Brandon Arthur to meet with WEB Properties in the coming months to train on operation. This item will be closed. ACTIONS:
 - a. Brandon to check and update the gate schedule based on the recent time change.

NEW BUSINESS

1. **Contributions to Reserve** – Based on the current cash balance and anticipated expenses the Board has instructed WEB Properties to transfer \$30,000 to the Reserve account and will reevaluate again in June of 2022.
2. **Sidewalk snow removal** – A homeowner raised a question regarding sidewalk snow removal, siting liability concerns. The Board learned that at one time in the past the HOA had obtained a bid for clearing the sidewalks and it was deemed cost prohibitive and would require increasing the HOA dues. To clarify and close the matter, the Board will review CC&Rs, attempt to locate the previous bid and discuss the matter with the developers.

3. **Front gate improvements** – The Board is considering adding a sidewalk, waiting pad and possibly a man gate at the front gate as a safety improvement for children getting picked up or dropped off by school buses. The Board will request a meeting with the developers to discuss this project and the potential to coordinate it with the 3rd Addition development.
4. **Winter newsletter** – The next quarterly newsletter is planned for February. The Board discussed newsletter topics, to include an update on the recent and planned projects, ARC approvals process, community garage sale survey and seasonal reminders. ACTIONS:
 - a. Discuss contents of the newsletter and the survey in more detail at the January meeting.

MEETING CLOSING

The meeting was adjourned at 5:30 pm.

These minutes were approved by an email vote of the Board of Directors on December 10, 2021.



Natasha Porter, Secretary

12/10/2021

Date