

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

Minutes of the Board of Directors meeting held at 3:30pm on July 21, 2022.

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: Jeff Grimes, Karina Rudmann, Don Condon, Brandon Arthur, Natasha Porter, Ron White.

APPROVAL OF PRIOR MEETING MINUTES

The minutes of the May 3, 2022 Board Meeting were submitted to the Board via email on May 4, 2022.
The minutes were approved by an email vote of the Board members.

PRIOR BUSINESS

1. **Speed signs** – The speed signs of 20MPH were installed at both entrances in April and solar speed signs were installed on Copper River Lane and San Juan Lane in June. Feedback from the community has been minimal but positive. The Board will continue to monitor. This item will be closed.
2. **Monthly drive-by's** – Ron White provided an update on the monthly drive-by's and the Board reconfirmed policies.
 - a. Vehicles, RV's trailers, boats – There hasn't been excessive parking this summer of RVs and boats. The plan is to continue verifying that parking has exceeded allowable time before sending any notices. One homeowner requested a temporary exception regarding street parking due to personal circumstances. The Board has requested additional details.
 - b. Trash cans – The Board has confirmed the policy of not having trash cans visible from the street, per CC&Rs. WEB Properties to follow up with the homeowners accordingly.
 - c. Weed control and hillside maintenance – WEB Properties has been communicating with homeowners regarding weed control throughout this spring/summer season and there has been overall improvement. Beginning in July, notices went out to the homeowners who were still out of compliance.
 - d. Basketball hoops – WEB Properties to follow up with the homeowners regarding remaining basketball hoops on the streets.
3. **Lawn Care/Pond** – The pond has been operational since April. The contractor has also started applying chemicals to keep algae down. The additional maintenance cost is <\$1,000 for the season, which the Board has approved. The Board has requested the contractor to perform additional weed control and spraying throughout the common properties. FOLLOW UP:
 - a. The Board was notified on 7/21 that the fountain on the north side of the pond has been working intermittently. Upon checking, it was determined that it was due to a faulty timer. WEB Properties is the process of ordering a new timer.
4. **AR Update** – The improved billing and collection communication have been yielding better collection results. As of June 30, there were 2 delinquencies remaining for Q2 dues.
5. **Gates Update** – WEB Properties personnel has been trained by Brandon Arthur on the gate operation software. The responsibility to maintain gate codes and schedule has been fully transitioned to them.
6. **HOA Common Area on San Juan** – Last year the depression in the soil was filled and reseeded. The ground has since then settled slightly. The landscape contractor and WEB Properties have been asked to continue monitoring the area for any remaining drainage issues.

7. **Community Garage Sale** – This year’s sale was approved with fewer homes participating (12-14) as a pilot and was held on June 11th. The feedback from the coordinator Amie Wheeler has been positive, although there have been concerns over the attempted break-in that occurred that day. FOLLOW UP:
 - a. The Board would like to re-poll the community to determine interest and comfort level with future garage sales. This will be coordinated with a future newsletter.
 - b. If continued, the policy will be amended to clarify that the minimum participating number of homes must include individual homes hosting a sale. When multiple homeowners combine belongings at one site, it will be considered as one participating site.
8. **Newsletter** – The next newsletter is planned in October, before the annual meeting.
9. **Gate Improvements** – We are considering adding a walking bridge and a waiting pad at the front gate for school buses. The Board has started discussions with Central Premix for the design and proposal. The goal is to have a proposal ready to review at the annual meeting this fall. FOLLOW-UP:
 - a. The Board provided a sketch to assess feasibility and provide a proposal. Brandon Arthur and Don Condon will meet with a Central Premix engineer to confirm general plans and proceed with the proposal.
 - b. The Board plans to replace the non-functional lock on the pedestrian gate on San Juan entrance with a keypad lock – will follow up with WEB Properties.


NEW BUSINESS

1. **Neighborhood Security** – As a result of an attempted break-in in June, a community member has raised ideas for improving neighborhood security, such as installing cameras at the gates or starting a neighborhood block watch.
 - a. Cameras: After discussion, it was determined that based on the recent incident, cameras at the gates would not have been useful, while adding to the maintenance cost for the HOA. Many homes in the community now have front door cameras and provide sufficient footage.
 - b. Block watch: The Board is supportive of the block watch if it is coordinated by the community volunteers. The community member who suggested this was asked to look into it further and contact Spokane County Sheriff’s office to confirm requirements. If there is interest to coordinate, the Board would support and can include in the annual meeting agenda.
2. **Sign Policy** – A homeowner raised a question about private signs installed around the community. The Board asked WEB Properties to enforce the no-sign policy except as permitted in the CC&Rs. Home security signs such as Ring, Xfinity Security, ADT or similar will be allowed.
3. **2023 Road Maintenance** – This year annual crack-sealing and sweeping were completed in the spring. Previously the Board discussed doing full street sealing in sections. Jeff Grimes and Ron White to review the budget and the engineering study and provide recommendations.

MEETING CLOSING

The meeting was adjourned at 5:00 pm.

These minutes were approved by an email vote of the Board of Directors on August 10, 2022.



Natasha Porter, Secretary

08/11/2022

Date