

ELK RIDGE TOWNHOMES

2025 ANNUAL MEETING AGENDA

September 11, 2025 – 5:00 PM MDT

[Virtual via GoToMeeting](#)

Elk Ridge HOA Board of Directors

- Ty Rogers, *President - 2025*
- Larry Lilly, *Vice President - 2027*
- Garren Riechel, *Treasurer - 2027*
- Talia Assi, *Secretary - 2025*
- Dan Nordlander, *Member at Large - 2027*

Alpine Edge Representatives

Erik Keefe – HOA Director
Jessica Martin – HOA Director of Communication

AGENDA

I. Welcome

- A. Roll Call; Establish Quorum; Meeting Protocol
 - i. A quorum was established with at least 20% or 4 homeowners in attendance or represented by proxy.
 - ii. The meeting was called to order at 5:00 p.m.
- B. Introduction of Board Members & Management
 - i. Current board members and the management team were introduced to attendees.
 - ii. Alpine Edge reviewed the Director Election procedure. Elk Ridge has a 5-person board. Two seats are up for election this year.

II. Review & Approval of 2024 Annual Meeting Minutes

- A. **Motion:** Dan Nordlander motioned to approve the 2024 Annual Meeting minutes, which Ty Rogers seconded, and the motion carried.

III. Financial Review

- A. Review FY2025 Financials
 - i. Operating cash (as of 7/31): \$32,102
 - ii. Reserve cash: \$154,462
 - iii. Accounts receivable: \$1,744
 - iv. Projected year-end deficit: \$9,000–\$10,000
 - v. Reserve expenses include roof redesign and concrete repairs totaling \$33,687.
- B. Review Proposed FY2026 Budget
 - i. Roof repairs are budgeted at \$10,000.
 - ii. Landscaping was reduced to routine maintenance.
 - iii. Snow removal was separated into plowing, shoveling, and hauling lines for transparency.
 - iv. Utilities increased by 3–5%.
 - v. Insurance increased per policy renewal estimate.

- vi. Exterior painting project scheduled for Summer 2026 (budgeted at \$74,000).
- vii. Reserve income is projected at \$44,000.
- viii. A 6% dues increase has been approved: new dues will be \$925/month per unit, effective October 1, 2025.
- ix. The budget was adopted and ratified without objection.

IV. Current Business

A. Management Report

i. Maintenance & Project Updates

- 1. Roof redesign completed for unit 434 to address drainage and leak issues.
- 2. Concrete section at entryway is currently curing; additional repairs to be evaluated annually.
- 3. Allo Fiber was installed along King's Crown Road; homeowners may contract with them individually.
- 4. Exterior painting project for 2026 will include siding replacement as needed. Alpine Edge is soliciting 2-3 bids to repaint all exteriors.

B. General Policy Review

- i. Dark Sky Ordinance: Compliance required by January 1, 2026. Retrofit cones have been purchased for temporary compliance; long-term replacement options are under review.
 - 1. A discussion was held on installation logistics and cost-sharing between the HOA and owners.
- ii. Insurance Deductible: Increased to \$50,000 as of July 1, 2025. Homeowners must update their HO6 policies accordingly. The HOA will send reminders via email and the U.S. Postal Service.
- iii. Design Review-All exterior modifications need to be reviewed by the board beforehand
- iv. Parking Enforcement
 - 1. Ongoing issue with vehicles blocking driveways, fire lanes, and traffic.
 - 2. Reminder: maximum 2 cars per unit (garage + driveway). Additional vehicles must use off-site parking.
 - 3. Enforcement measures may include fines if violations continue.

V. Election

A. Election Process Review (*2 seats; 3-year terms*)

- i. Incumbent member Talia Assi was nominated to serve another term. Homeowner Craig Sharkey nominated himself before the meeting.
- ii. Talia Assi and Craig Sharkey were elected to the board.

VI. Open Forum

- A. Post Caps: Dan proposed testing metal caps for deck posts; the board approved a trial.

- B. Windows: Russell raised concern about warped window frames; Ty provided contractor recommendations. HOA will consider creating a replacement materials spec sheet for common repairs.

VII. Adjournment

- A. The meeting was adjourned at 6:01 p.m.