

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
January 18, 2023

Attendees: Barry Olson, Tom Coit, Debbie Wigand, Pete Valinske, Barb Valinske, Lloyd Moody, Eric Ostfeld

President Olson convened the meeting at 6:58 pm.

Eric Ostfeld, newest member of the board, was welcomed and board members introduced themselves.

Election of officers was held. Pete Valinske nominated Barry Olson for President, Tom Coit seconded; Lloyd Moody made a motion to nominate Pete Valinske as Vice President, Debbie Wigand seconded; Lloyd Moody made a motion to nominate Tom Coit as Treasurer, seconded by Pete Valinske; Barry Olson nominated Debbie Wigand to serve as secretary, seconded by Lloyd Moody. All motions were unanimously approved by board members present. Lloyd Moody, Eric Ostfeld and Barb Valinske will remain as directors of the association.

Treasurer's Report

Treasurer Tom Coit provided a review of our banking accounts and CD's as well as a summary of his research for federally insured investment accounts. He recommended Homestreet Bank as a second bank for investments with the purpose of maintaining a threshold of \$250,000 or less in any one banking institution.

Barry Olson made a motion to move the funds from #37 Water CD into our WSECU money market account, adding \$5,000 to the funds to create a new CD at Homestreet Bank. The motion was seconded by Tom Coit and passed unanimously.

Barry Olson asked for discussion on the 2023 signatories for our banking accounts. Barry made a motion for Tom Coit and Lloyd Moody to have complete access to all aspects of our CRHA and CR Water checking and savings accounts; Barry Olson and Pete Valinske have the ability to view and deposit/transfer funds to these accounts but not withdraw funds; and remaining board members have view access to the accounts. For the HOA and WS money market and CD, Barry Olson and Pete Valinske have complete access including the ability to withdraw or transfer funds; Tom Coit and Lloyd Moody have the ability to deposit funds and to view these accounts but not withdraw or transfer funds; and remaining board members have view access to the accounts. The motion was seconded by Lloyd Moody and passed unanimously. Secretary Debbie Wigand will draft the letters for the bank.

Water Committee

Water Usage - December

- All water meter readings were recorded on January 1st.
- December water usage was as follows

- 393,100 gal, ~1.2 acre-ft. (November 2022 – 404,700 gal, December 2021 – 399,900 gal)
- 12,680 gallons per day.
- ~138 gallons per day per household.
- The average household used 4,054 gallons, with 4 households using greater than 8,000 gallons (~2X the average) during the month.
- System leakage was 5.1% for the month and 1.33% for the year.
- The 12 month rolling total for water usage is 46.3 acre-feet. We are permitted for 63 acre-feet

Maintenance

- Completed October and November annual maintenance.

Other

- Working with the contractor to schedule valve replacements for this year.
- Pete Valinske and Tom Coit attended online water system owner/operator/user training on financial planning.

Secretary's Report

The Fall/Winter newsletter is in process. A welcome packet will be shared with our new neighbors in lot 50.

Landscape Maintenance Committee

Barb Valinske reported that two landscape beds at Rainwater Ct. and McLane Ct. will undergo renovation this spring. The two entrance landscape beds on Capitol Forest Dr. will have the irrigation lines inspected and/or repaired this spring and mulch will also be added to the two beds. The committee is planning to hire someone to do the mulching.

Annual Neighborhood Spring Clean-Up Day is May 6, 2023, 9:00 am to 12:00 noon.

Landscape Review Committee

Lot 87 has been approved for tree removal.

Lot 67 still has invasive Scotch broom on the perimeter of the lot. It will be important to remove before it blooms this spring to avoid wider spread and to reduce the vigor of the plants for future growth.

President's Report

President Olson asked the Board for feedback on board priorities for the upcoming year. Priorities expressed included:

- Vote and adopt new bylaws
- Complete water system projects
- Complete landscape projects
- Recruit volunteers to adopt remaining landscape islands
- Place fencing around the debris pile near the pump house
- Create a single document to include association rules
- Develop a naming and dating policy for association documents
- Create a history of the water system

Governing Documents and Upcoming Legislation

Lloyd Moody asked for feedback on the most recent bylaws draft. Lloyd said a final draft would be to board members by February 1. The board will vote on the bylaws at the February 8 board meeting.

In reviewing the bylaws, discussion arose about the difficulty of completing annual meeting activities by the end of the year with a December annual meeting date. Lloyd Moody made a motion to move our 2023 annual meeting to November 16, 2023 for the election of officers and ratification of the budget. It was seconded by Tom Coit and passed unanimously.

The next meeting will be held February 8, 7:00 pm, at the Moody's house.

The meeting was adjourned at 9:20 pm.

Respectfully submitted,

Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:
Treasurer's Report
Water System Log
2023 Cougar Ridge HOA Board