

Cougar Ridge Homeowners Association  
Board of Directors' Meeting Summary  
February 10, 2021  
Virtual Google Meet

Attendees: Barry Olson, Pete Valinske, Judy Lundgren, Barb Valinske, Lloyd Moody,  
Tom Coit, Debbie Wigand  
Guests: Kari and Taylor Johnston

President Olson called the meeting to order at 7:00 pm.

**Treasurer's Report**

\$10,000 was added to the Water CD 1118 S35.

The Oly Fed water CD 2045 matures February 23, 2021. Barry made a motion to move the funds to the Water MMA 1118 at WSECU, the motion was seconded by Judy, and the motion passed unanimously.

As of February 4, there is one Water account and four HOA accounts unpaid.

**Water Committee**

Water Usage

All water meter readings were recorded on February 1st. January water usage was as follows:

- 384,100 gal, ~1.2 acre-ft. (December 2020 – 406,800 gal, January 2020 – 373,300 gal) 12,390 gallons per day.
- ~139 gallons per day per household.
- The average household used 4,169 gallons, with 4 households using greater than 8,400 gallons (~2X the average) during the month.
- System leakage was 3.4% for the month. This is the third consecutive month with leakage indicating greater than 3%.

Maintenance

Completed monthly, first quarter, and semi-annual maintenance.

Pete has had Mountain View Locating Services out to find water valves that have been unable to be located.

**Secretary's Report**

Barb reported that she is updating the job descriptions for both the Secretary and the Landscape Committee Chair.

**Architecture Committee**

No activity this month.

Barry proposed that the board meet in closed executive session to: 1) consider communications with our legal council regarding possible violations of CRHA governing documents; 2) consider how Covid-19 circumstances might affect our decision making; and 3) consider matters involving the possible liability of an owner to our association, Pete seconded the motion, and the motion passed unanimous. The meeting adjourned at 7:09

The Board meeting was reconvened at 7:42.

### **Complaints**

Barry made a motion to void the second notice fine letter for violation of CCR 6.16 on Lot 51, dated January 17, 2021, Debbie seconded the motion, and the motion passed unanimously.

Barry made a motion to send a second notice violation of CCR 6.16 letter dated February 11, 2021, and the fine is deferred per the governor's executive order 20-51 in response to the Covid epidemic. Tom seconded the motion, and the motion passed unanimously. A letter will be sent via certified mail to notify the decision to Lot 51.

### **Governing Documents Update**

The board discussed rewording the New Policies on Fines and Complaints policy to be more user friendly.

Barry suggested waiting until fall to hold group meetings on making changes to governing documents, and hopefully the Covid restrictions will be over. The board feels that in-person meetings will be easier than virtual meetings for these types of discussions.

Barry posted draft revisions of the Governing Documents and Complaint response policies to the share drive for board members to review. Further discussion will take place at the next board meeting.

### **Landscape Review Committee**

No activity this month.

### **Landscape Maintenance Committee**

Judy and Barb discussed the spring 2021 landscape projects and presented a draft list of the action plan. Native bushes, trees, and flowers will be used so as to be as maintenance free as possible. In an effort to save money, it was decided to not fill in the large depression near the mailboxes, hereby known as "the Pit". This area does collect water during the winter and frequently has standing water.

Barb put together a draft Equipment Inventory List in order to keep track of HOA tools and equipment. Barry suggested putting this into Excel format, which is more user friendly.

**President's Report**

One area of focus for the board in 2021, is updating the CCR's. As stated above, the board feels that waiting until committees working on changes to governing documents can meet in person would be beneficial.

The board discussed using survey monkey as a tool to send out a questionnaire to gather community input for specific parts of the CCR's they would like to see addressed.

Barb will send out the Snow Plowing Policy due to impending snowstorm.

The March virtual meeting is on Wednesday, the 10<sup>th</sup>, at 7:00.

The meeting was adjourned at 8:15.

Respectfully submitted,

Barb Valinske, Secretary  
Cougar Ridge HOA

Attachments: 1. Treasurer's Report for  
2. Water System Log