

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
January 8, 2025

Attendees: Barry Olson, Tom Coit, Debbie Wigand, Pete Valinske, Barb Valinske, Lloyd Moody, Dan Miller, Guest: Rick Noble until 7:30 pm

President Olson convened the meeting at 7:03 pm.

Rick Noble asked that the board consider edits to the snowplow policy. The board will review the policy and consider his suggestions.

Election of Officers

Lloyd Moody made a motion, seconded by Barb Valinske, to nominate Barry Olson for President; Pete Valinske Vice President; Tom Coit Treasurer; and Debbie Wigand Secretary for the 2025 Board of Directors. The motion passed unanimously.

Treasurer's Report

Tom Coit, Treasurer, discussed setting up the PFAS Contingency CDs approved in the 2025 budget. He plans to fund one CD every quarter. It was agreed that the board consider the CDs at the February meeting.

Tom Coit made a motion, seconded by Barb Valinske, that the HomeStreet Bank Water System CD maturing on January 27 be renewed without adding additional funds to the CD. Discussion ensued about reserve funding levels and interest rates for CDs versus savings account. Pete Valinske made an amendment to the motion, seconded by Barry Olson, that we add \$5,000 to the CD upon renewal. The motion passed unanimously.

Tom presented the "Cougar Ridge Homeowners Association Statement of Financial Position FY 2024" and "Treasurer's GAAP Statement" to the Board. Debbie Wigand, Secretary, will send out the statements to the neighborhood.

Tom will file an online report with the Department of Revenue on payment of use taxes to the State of Washington.

Corporate Transparency Act implementation is voluntary at this time, as enforcement of reporting has been granted a temporary stay in the courts. To facilitate the potential need to report in the future, all board members will provide their FinCEN ID and full name used to apply for the ID to Tom.

Water Committee

Pete Valinske received a letter from the Department of Health, asking the Water System to submit a Lead Service Line Inventory (LSLI) to the Washington State Department of Health.

Water Usage - December

- All water meter readings were recorded on January 1st.
- December water usage was as follows:
 - 385,700 gal, ~1.2 acre-ft. (November 2024 – 384,900 gal, December 2023 –416,300 gal)
 - 12,441 gallons per day.
 - ~135 gallons per day per household
- The average household used 3,942 gallons, with 7 households using greater than 7,900 gallons (~2X the average) during the month.
- System leakage was 4.78% for the month. Leakage for the year was 1.27%.
- The 12-month rolling total for water usage is 42.8 acre-feet. Last year at this time our 12-month rolling total was 53.5 acre-feet. We are permitted for 63 acre-feet.

Maintenance

- Completed monthly maintenance.
- Rebuilt booster pump #2 and replaced the motor.

Projects

- The water storage tank level control system upgrade is in progress. The new transducer has been installed in the tank and new wires have been pulled to the pump house. The electronics are in place and being configured.

Secretary

Debbie Wigand, Secretary, will amend the Welcome packets provided to new neighbors to include information about the five houses that are used as random testing sites to support water quality efforts. In addition, information about reading of water meters the first of the month and the importance of keeping meters accessible will be included.

The board asked that the spring newsletter be distributed in advance of the July 4th picnic. Debbie Wigand, Secretary, said the scheduled release date for the newsletter is the first week of June. She will report back on plans for the spring newsletter at the next board meeting.

Landscape Committee

Co-chair Barb Valinske reported that the committee is planning to move forward with installing a fence for the debris pile near the mailbox kiosk, which was approved in the budget. She will research the possibility of installing two fixed fence panels and one retractable panel to facilitate removal of debris.

The Landscape Committee is drafting a bid for landscape work.

Architectural Review

Dan Miller, Chair, reported.

- Lot 42 – automatic generator approved.
- Lot 76 – application for a hot tub and gazebo are being considered.

President's Report

President Barry Olson asked for Board focus suggestions for 2025. Ideas include:

- Place fencing around the debris pile near the pump house
- Research and hire a reserve study professional
- Research and hire a lawyer familiar with HOAs
- Contract for landscaping work
- Install two new streetlights

The board discussed pursuing the purchase of Cougar Ridge hats or t-shirts with the Cougar Ridge logo. Such items could be provided for purchase at cost or for use as incentives at clean up days. Dan Miller will bring a proposal back to the board.

The next meeting will be held February 12, 7:00 pm, at the Matern/Olson house.
The meeting was adjourned at 9:08 pm.

Respectfully submitted,
Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:

Cougar Ridge Homeowners Association Statement of Financial Position FY 2024
GAAP Statement
Treasurer's Report
Water System Log