

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

Attendees: Barry Olson, Tom Coit, Debbie Wigand, Pete Valinske, Barb Valinske, Dan Miller

President Olson convened the meeting at 7:03 pm.

Treasurer's Report

Tom Coit, Treasurer, made a motion to rollover the HomeStreet water CD maturing October 19 to Olympia Federal Savings and not add any additional funds. The motion was seconded by Pete Valinske and passed unanimously. HomeStreet Bank has merged with another bank and is not offering long term CDs any more.

Tom Coit made a motion to rollover the WSECU HOA CD maturing October 17 and not add any additional funds. The motion was seconded by Barry Olson and passed unanimously.

Tom reported that the Finance Committee used zero based budgeting principles to develop the 2026 budget. Highlights are: suspend the HOA reserve assessment as we are adequately funded due to voluntary labor; maintain dues at \$248 per year; reduce water system fees to \$125 per quarter and raise backflow testing to \$12.50 per quarter (increase in contractor costs); maintain streetlight reimbursement at \$16 per year; continue funding quarterly CDs with PFAS contingency funds; look for a certified public accountant for the required annual audit.

Tom Coit made a motion, seconded by Barry Olson, that the Board of Directors accept the HOA and Water System budgets and board decisions developed by the Finance Committee for 2026 and present them to the members for final approval. The vote passed unanimously.

State Senate Bill 5686 will change the language that the HOA uses for late notices to address notice of delinquency.

Water Committee

Pete Valinske stated that a notice has been posted at the mailbox kiosk - work will take place on the **water system on October 21**. Residents should expect **no water from 9 am to 4 pm, with a boil water advisory required for up to 48 hours after the work is completed**. Email notification will also occur, week before and day before.

Pete Valinske reported on water usage for September.

- All water meter readings were recorded on October 1st.
- September water usage was as follows:
 - 2,193,800 gal, ~6.7 acre-ft. (August 2025 – 3,126,200 gal, September 2024 –1,687,600 gal)
 - 73,127 gallons per day.

- ~795 gallons per day per household
- The average household used 23,207 gallons, with 6 households using greater than 46,000 gallons (~2X the average) during the month.
- System leakage was 0.73% for the month.
- The 12-month rolling total for water usage is 52.5 acre-feet. Last year at this time our 12-month rolling total was 42.9 acre-feet. We are permitted for 63 acre-feet.

Maintenance

- Completed monthly maintenance.
- Replaced the water meter at Lot 37.

Other

- Ordered replacement Low Coolant Level Shutdown sensor and spare radiator hoses for the emergency generator.
- Contractor has installed the water line to McLane Creek Ct. in order to install sprinklers at the common beds; Pete will install the sprinklers.

Secretary's Report

Annual member meeting packets will be developed to incorporate the decisions made at the board meeting. Packets will be mailed to all residents at the end of October.

The **annual meeting** will be held at the **McLane/Black Lake Fire Station #95**. That is the station at **5911 Black Lake Blvd. SW**.

Senate Bill 5129 provides guidance to common interest communities regarding meetings. To address notification guidance, we will include a common agenda for monthly meetings and an annual calendar in the annual meeting packets.

Landscape Committee

Co-chair Barb Valinske reported on the committee's activities.

Neighborhood Cleanup on Saturday, October 4 was successful. The weather cooperated with weeding, pruning, and raking by volunteers. The mailbox kiosk roof and gutters and the water fountain was cleaned. In addition to that day, Pete Valinske and Blayde Fry dug the holes, poured cement, and installed the debris screen near the mailbox kiosk. Blayde Fry also hauled debris away.

Although successful, volunteers are still needed to assist with laying mulch in the north bed and weed whacking storm swales.

The water sprinklers have been turned off in the common beds.

President's Report

There have been no new nominations from homeowners seeking a board position. The three present board members have agreed to serve, if elected. (The terms of Dan Miller, Barry Olson, and Debbie Wigand expire this year.)

President Barry Olson made a motion, seconded by Tom Coit, that we engage PNW CPA to conduct a financial audit, including the HOA and water system, in order to meet the requirements of state law. The motion passed unanimously.

The next meeting will be held Wednesday, November 12, 7:00 pm, at the Valinske's house.

The meeting was adjourned at 8:39 pm.

Respectfully submitted,
Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:
Treasurer's Report
Water System Log