

Cougar Ridge Homeowners Association  
Board of Directors Meeting Summary  
November 13, 2019

Attendees: Kitty Lindstrom, Barry Olson, Judy Lundgren, Alejandro Sanchez, Pete Valinske, Barb Valinske

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

**President's Report**

The following items are decisions from the 2020 Budget review:

- continue water reserve assessment of \$120 per year until reserve goal is met
- increase homeowner's dues by 5% to \$226 per year
- increase water use fee by 5% to \$145.50 per quarter (\$48.50 per month)
- purchase new riding lawnmower during 2020 budget year
- maintain streetlight reimbursement at \$15.02 per streetlight per year

Pete made a motion to approve the 2020 budget as presented by Barry, Judy seconded the motion, and the motion passed unanimously.

Discussion was held on clarifying the use of open fires in the neighborhood. Kitty made a motion to approve the proposed amendment, with the conditions discussed, Barry seconded the motion, and the motion passed unanimously.

The board also discussed the following:

- CC&R Section 2.1 – Owners' Easement of Enjoyments
- CC&R's, Article III - Membership and Voting Rights
- CC&R's, Section 4.8 – Notice and Quorum for any Action Authorized under 4.3, 4.4, 4.5, 4.6
- CC&R's Section 6.19(c) – Rules and Regulations
- Bylaws, Article II, Meetings of Members
- Bylaws, Article VI, Committees
- Article VII, Policies and Procedures

Ale' made a motion to approve the listed seven items in the governing docs to clean up the facilities language, Kitty seconded the motion, and the motion passed unanimously.

The board will complete the proposed changes to the CC&R's and include them with the Annual Meeting packet.

**Architecture Committee**

- Lot 92 – no further action

**Landscape Committee – Reviews**

Lot 89 – on target

### **Secretary's Report**

Barb discussed the timeline and info needed to mail the annual meeting packet by the deadline.

### **Treasurer's Report**

The Treasurer's report for November is attached.

A \$10,000 CD for the HOA and a \$20,000 CD for the Water System was purchased. As of today's mail, there are 6 non-payments for water bills.

### **Complaint Response and Compliance**

Current complaint communication follow-up:

- Lot 77 – trash cans in view - letter sent – cans moved
- Lot 51 – open burning and left unattended - letter mailed – no response

### **Governing Docs Update**

Home-based businesses, AirBnB's, etc., will be discussed further during governing docs updates next year.

### **Water System**

The 12-month rolling total for water usage is 46 acre/feet. Water usage is going down thanks to voluntary conservation. A new fence was installed at the top of the pipeline. Clearwater Utilities is being sold to Northwest Water, effective February 1, 2020. Contracts in place will be honored. Pete will check into what it would take to manage the water system.

### **Water System Update**

All water meter readings were recorded on October 1<sup>st</sup> and November 1st.

#### **Water Usage - September**

September water usage was as follows:

- 1,385,100 gal, ~4.3 acre-feet (Aug. 2019 – 2,771,600 gal; Sept. 2018 – 1,561,600 gal).
- 46,170 gallons per day (Aug. - ~89,400 gallons per day)
- ~520 gallons per day per household.
- The average household used 15,303 gallons, with 10 households using greater than 31,000 gallons (~2X the average) during the month.
- System leakage was 0.17%.

#### **Water Usage - October**

All water meter readings were recorded on November 1st. October water usage was as follows:

- 505,600 gal, ~1.6 acre-ft. (Oct. 2018 – 681,800 gal.)
- 16,309 gallons per day
- ~183 gallons per day per household
- The average household used 5,599 gallons, with 7 households using greater than 11,000 gallons (~2X the average) during the month.
- System leakage was 0.46

Our 12-month rolling total for water usage is 46.0 acre-feet. Our annual calendar year permit limit is for 63 acre-feet.

Maintenance

September and October monthly maintenance checks were completed. DWP flow is down slightly at about 173 gpm. Checking weekly. Fourth quarter maintenance is in progress.

**Landscape Committee**

In the event volunteers are unavailable for common area mowing duties, estimates from several local landscapers were solicited. The estimates range from \$1,035/month to \$4,620 for six mowings April through September.

Himalayan Blackberry has been found on the pipeline, which is on the Species of Concern weed list for Thurston Co. These weeds are of special concern because of their aggressive and invasive natures. These species are already known to be widespread in Thurston county. The Landscape Committee is working to help keep this weed in check. If you have questions, contact the Landscape Committee or see the county weed board website. If you would like to volunteer to help remove this weed, please contact the Landscape Committee.

The December meeting is at Susan Bogni's on Wednesday, the 11th.

The meeting was adjourned at 9:55.

Respectfully submitted,

Barb Valinske, Secretary  
Cougar Ridge HOA

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