

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
August 17, 2023

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

President Olson convened the meeting at 6:57 pm.

Welcome New Board Member – The Board welcomed Dan Miller to the Board; he is fulfilling the remaining term of office for the vacant Board position.

Treasurer's Report

There are several lots with unpaid fees for Water or Homeowners' Association. The Board asked the Treasurer to follow the policies as set forth in the "Cougar Ridge Annual Assessment and Billing Policy for 2023" and the "Annual Notification of Cougar Ridge Water System Fees and Billing Policy for 2023".

In order to ensure that payments arrive prior to the due date stated on the invoice, homeowners may need to set up electronic payments for dispersal several weeks in advance, as features such as electronic bill pay may need additional time for the check to be created, mailed, delivered by the postal service, and then received by the recipient.

Homeowners may also hand deliver the check to Treasurer Tom Coit at his house.

Treasurer Tom Coit reported that the Finance Committee has begun meeting to plan for the proposed annual budget.

Tom attended a WA State Chapter of Community Associates Institute webinar and found the information valuable; he will share the information he has learned with the Finance Committee.

Water Committee

Water Usage - June

- All water meter readings were recorded on July 1st.
- June water usage was as follows
 - 3,164,300 gal, ~9.7 acre-ft. (May 2023 – 2,420,500 gal, June 2022 – 1,297,400 gal)
 - 85,231 gallons per day.
 - ~926 gallons per day per household
- The average household used 33,654 gallons, with 7 households using greater than 67,000 gallons (~2X the average) during the month.
- System leakage was 0.17% for the month.
- The 12 month rolling total for water usage is 57.6 acre-feet. We are permitted for 63 acre-feet

Water Usage - July

- All water meter readings were recorded on August 1st.
- July water usage was as follows
 - 3,513,300 gal, ~10.8 acre-ft. (June 2023 – 3,164,300 gal, July 2022 – 3,145,300 gal)
 - 113,300 gallons per day.
 - ~1232 gallons per day per household
- The average household used 37,418 gallons, with 6 households using greater than 75,000 gallons (~2X the average) during the month.
- System leakage was 0.34% for the month.
- The 12 month rolling total for water usage is 58.7 acre-feet. We are permitted for 63 acre-feet

Maintenance

- Completed monthly maintenance.

With the dry conditions, June and July had record water usage by homeowners. Four valves will be replaced in October, which will create a system-wide outage for a short time.

Secretary

Cougar Ridge neighbors and family enjoyed the annual 4th of July Potluck Picnic at the Rocky Mountain Drive pipeline area.

The fall/winter newsletter is planned to be delivered early to mid-October. Items of interest include a forecast of the November annual meeting and election of officers as well as photos from our July 4th Potluck.

There has been correspondence from residents to the Board about the newly secured pedestrian and vehicle gates on Capitol Creek Lane. The pedestrian gate is on private property and the vehicle gate is on a private road. No HOA funds were used for either purpose. The residents in that area have chosen to fix the gates for security reasons based on an incident at McLane Creek Nature Trail. The residents ask that neighbors respect their wishes and not walk back into that area. The path behind the gate that was sometimes used by residents is on private property.

Access to McLane Creek Nature Trail with signage on Capitol Forest Loop, near the storm swale and between lots 64 and 65, can still be accessed by all Cougar Ridge neighbors.

Landscape Committee

Co-chair Barb Valinske reminded the Board that our annual fall cleanup will take place September 30.

The long western bed needs weeding; the eastern bed was weeded recently. The annual storm water report will be completed online by the end of August.

The Board has received complaints about the upkeep of some properties in the neighborhood. Please refer to “Lot and Common Area Maintenance Policy” dated June

2, 2022 as a reminder of our Cougar Ridge neighborhood standards. The purpose of the policy is:

To preserve the appearance and value of the homes in our Cougar Ridge neighborhood the Landscape Committee has developed a set of minimum standards regarding yard maintenance for all lots and common areas within the subdivision. The intent of the policy is to provide a uniform guidance and consistent measurement for addressing inadequate maintenance or upkeep of lots within Cougar Ridge and common areas.

Also, a reminder that if you have contractors providing lawn maintenance, ask them to follow the policy and not dump yard waste on common area land or neighbor's lots.

Lot 14 - Letter to be sent requesting a plan of action to remedy lawn maintenance.

Lot 67 - Will cleanup yard debris by the end of August.

Architectural Review

Dan Miller has agreed to chair the Architectural Review Committee; Ben Davidson has stepped down as chair.

President Olson reported that the following projects have been approved.

- Lot 61 - Fence.
- Lot 59 – Driveway widening.
- Lot 64 – Chimney painting.
- Lot 78 – Painting.
- Lot 88 – Shed and storage enclosure.
- Lot 50 – Pergola/trellis.
- Lot 71 – Cedar fence.
- Lot 28 – Painting.

President's Report

President Barry Olson made a motion and Pete Valinske seconded, to amend the draft "Cougar Ridge Homeowners Association Secret Ballot Procedure" related to how the Board conducts voting. The motion carried with five yes and one nay. President Olson will send the draft policy by email to Cougar Ridge homeowners prior to adoption. To be considered, comments must be received by President Olson prior to the next Board meeting September 20.

The next meeting will be held September 20, 7:00 pm, at the Moody house.

The meeting was adjourned at 9:30 pm.

Respectfully submitted,
Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:

Treasurer's Report June

Treasurer's Report July

Water System Log

Lot and Common Area Maintenance Policy

Cougar Ridge Homeowners Association Secret Ballot Procedure