

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
October 14, 2026

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PENDING APPROVAL AT NEXT BOARD OF DIRECTORS MEETING

President Olson convened the meeting at 7:00 pm.

A quorum of board members were present: Barry Olson, Matt Guile, Debbie Wigand, Pete Valinske, Barb Valinske, Lloyd Moody, and Dan Miller.

Barry Olson made a motion to approve the September 2026 minutes as written; Barb Valinske seconded. The motion passed unanimously.

Officer and Committee Reports

Treasurer

Treasurer Matt Guile reported that the Finance Committee completed their deliberations for the 2027 budget. Members of the committee were: Julie Corwin, chair; Blayde Fry, Reed Fry; Tina Miller; Matt Guile; Lloyd Moody; and Pete Valinske. Julie Corwin is retiring from the Finance Committee; the committee is looking for a new chair for 2027.

The HOA and Water System budgets for 2026 and 2027 were presented to the board. Barry Olson made a motion that the Water System budget be approved with an adjustment to the expense category of Taxes, Licenses, and Fees, to be increased by \$5000, and the PFAS Contingency expense be decreased by \$5000. The motion was seconded by Matt Guile; the motion passed unanimously.

Pete Valinske made a motion to approve the HOA budget as presented. The motion was seconded by Barry Olson; the motion passed unanimously.

The board reviewed the Finance Committee recommendations:

- Raise the capitalization limit for the HOA from \$5,000 to \$20,000, effective January 1, 2026.
- Lower the homeowners' dues to \$210 per year.
- Maintain the water system fees at 125.00 per quarter (\$41.67 per month).
- Maintain the backflow testing fees at \$12.50 per quarter.
- Raise the streetlight reimbursement to \$22 per streetlight per year.
- Continue quarterly CDs with PFAS contingency funds.
- Annual review of need for Reserve Assessments.
- Have the Finance Committee review the draft annual audit results.
- This Financial Plan/Reserve Study meets the annual update required by statute.
- Establish and maintain a list of homeowners for potential board members.
- Establish and maintain a succession plan for board officers.
- Look for a different Certified Public Accountant (CPA) for the required annual audit.

Barry Olson made a motion that we change the capitalization policy threshold from \$5,000 to 20,000 for the Water System and HOA effective January 1, 2027; the motion was seconded by Pete Valinske. The motion passed unanimously.

Barry Olson made a motion that we adopt the resolutions made by the Finance Committee as listed, to include raising the mileage reimbursement rate to \$.76 per mile, the state and federal rate. The motion was seconded by Pete Valinske and passed unanimously.

The board discussed the use of capitalization for a non-profit and determined that we should research that topic in the future.

An Accounting Software Subcommittee of the Finance Committee will be formed to make recommendations to the board for software options.

Barry Olson is working to ensure view access to the WSECU and OlyFed accounts for board members.

Matt Guile made a motion to rollover the WSECU HOA CD maturing on October 16 and add \$5000 from the MMA account. Pete Valinske seconded the motion; it passed unanimously.

Pete Valinske made a motion to rollover the WSECU Water CD maturing on October 25 and add \$5000 from the MMA account. The motion was seconded by Barry Olson and passed unanimously.

Water Committee

Chair Pete Valinske reported:

- All water meter readings were recorded on October 1st.
- September water usage was as follows:
 - 1,824,900 gal, ~5.6 acre-ft. (August 2026 – 2,956,200 gal, September 2025 –2,193,800 gal)
 - 60,830 gallons per day.
 - ~654 gallons per day per household
- The average household used 18,876 gallons, with 8 households using greater than 38,000 gallons (~2X the average) during the month.
- System leakage was 1.73% for the month.
- The 12-month rolling total for water usage is 47.9 acre-feet. Last year at this time our 12-month rolling total was 52.5 acre-feet. We are permitted for 63 acre-feet.

Maintenance

- Completed monthly maintenance.

Other

- There will be a one day water outage in October to drain and clean the water tank and replace a bracket. Residents will be notified in advance.

Landscape Committee

Chair Barb Valinske reported a successful fall clean-up for the common areas of the neighborhood, with sixteen residents attending on October 3. Socializing with pizza at noon was popular for attendees.

LeMay Pacific Disposal asked that tree limbs and shrubbery on common land near McLane Creek Court be cut back to provide increased access for their trucks. Pete Valinske removed limbs and cut back vegetation to satisfy their request.

Lloyd Moody reported that he cleaned the street light globes.

Barb is interested in starting a conversation about perimeter safety for wildfire prevention. After the Spokane fires, we may want to be proactive to create defensible space and reduce fuels around our neighborhood in the event of a forest fire. The board agreed that this would be a future conversation.

Architectural Review Committee

Chair Dan Miller reported that the following projects have been approved:

- Lot 31 – Permanent holiday lighting with limited usage was approved.

A resident expressed an interest in Cougar Ridge long sleeve t shirts. At this time, there are no plans to order more t shirts; next time we order, we will look into the cost.

President's Report

Old Business

The Annual Meeting will be held on November 19 at **McLane/Black Lake Fire Department #95, 5911 Black Lake Blvd SW**, starting at 7:00 pm; doors open at 6:30 pm.

Secretary Debbie Wigand led the board through a review of logistics and deadlines for the annual meeting. Residents will receive packets in the mail by November 5, including ballots to ratify the 2027 budget and elect four directors for the 2027 board.

The meeting was adjourned at 9:10 pm. The next Board of Directors meeting will be November 11, 2026 at the Matern/Olson's house.

Respectfully submitted,
Debbie Wigand, Secretary
Cougar Ridge HOA