

Cougar Ridge Homeowners Association  
Board of Directors' Meeting Summary  
September 21, 2022

Attendees: Barry Olson, Pete Valinske, Barb Valinske, Tom Coit, Judy Lundgren, Debbie Wigand, Lloyd Moody

President Olson convened the meeting at 3:01 pm.

**Treasurer's Report**

Treasurer Tom Coit reported there is one Water System account late as of today.

There are two CDs set to mature October 2022; one for Water and one for HOA. Barry Olson made a motion to add \$7,500. to HOA CD number 33 coming due and reinvest the funds. The motion was seconded by Lloyd Moody, and passed unanimously. Barry Olson made a motion to add \$4,000. to Water CD number 36 coming due and reinvest the funds. It was seconded by Pete Valinske and passed unanimously.

The Finance Committee has met several times to discuss and integrate the reserve study into our annual budget preparations. They will have a budget recommendation for the Board by the next Board meeting. The Committee has made significant changes to the association's financial plan based on the reserve study.

**Water Committee**

**Water Usage - August**

- All water meter readings were recorded on September 1st.
- August water usage was as follows
  - 3,558,500 gal, ~10.9 acre-ft. (July 2022 – 3,145,300 gal, August 2021 – 3,222,200 gal)
  - 114,790 gallons per day.
  - ~1248 gallons per day per household.
- The average household used 37,955 gallons, with 4 households using greater than 76,000 gallons (~2X the average) during the month.
- System leakage was 0.23% for the month.
- The 12 month rolling total for water usage is 41.4 acre-feet. We are permitted for 63 acre-feet

**Maintenance**

- Completed monthly maintenance.

**Other**

- Pump house roof and siding project is expected to begin by October. Most of the interference for the roof and siding work has been removed.
- The next round of valve replacements is expected to occur late summer or early fall.
- One island backflow device was damaged by a vehicle. Replacement parts have been ordered.

- Contacted three backflow testing companies for quotes for 2023 testing. One could not support our request. The second quoted \$55 per device. The third is willing to match our current testing costs.

Pete Valinske made a motion to proceed with Clearwater Utilities as our backflow contractor; the motion was seconded by Tom Coit. The motion passed unanimously. Water usage data will be sent to all homeowners at the end of this quarter.

### **Secretary's Report**

Newsletter - Secretary Debbie Wigand told the Board that Pat Barber, Newsletter Chair, will begin working on the newsletter the first week of October and would like to meet to discuss the article on volunteering in the neighborhood. Debbie asked the Board to begin planning their sections of the newsletter. The Board will plan for the newsletter to be delivered after the annual meeting; the newsletter will also share information about the newly elected Board members.

Annual Meeting – Debbie asked the Board to confirm annual meeting plans. The Board agreed the meeting should be held in person. The Board discussed moving the date, as December 1, the first Thursday, we would not have the budget ratified by the Board in time to get it to the printers for meeting packets to be sent. Barry Olson made a motion and Pete Valinske seconded, that the Cougar Ridge Homeowners Association annual meeting date be moved to December 8. The motion passed unanimously.

### **Landscape Maintenance Committee**

Barb Valinske reported that flyers have been posted and an email sent out to homeowners inviting them to participate in the Fall Neighborhood Cleanup Day October 1 at 9:00 am. The goal will be to work toward lower maintenance in common beds.

McLane Court landscape irrigation damaged by two separate incidents with vehicles running over the curb.

Lot 65 – there is a standing dead tree along the Nature Trail path

Lot 67 - landscape company observed dumping yard waste on this lot

Two of the three storm water ponds have been cleaned up by neighborhood volunteers; the last will be completed by October 1.

Invasive Japanese knotweed on common land appears to be reduced this year, neighborhood volunteers have agreed to remove the patch of knotweed observed, rather than hire a spraying contractor. This will save association funds.

### **Landscape Review Committee**

Lot 46 - approved for tree removal

Lot 57 - approved for tree trimming and removal

Lot 62 - approved for installation of a pond

Lot 67 - Scotch broom partial removal reported in June, no progress since.

### **Architectural Review Committee**

Lot 22 - exterior painting approved

Lot 27 - roof replacement approved

### **President's Report**

President Barry Olson will send an email to the neighborhood in September to: 1) invite members to contact Lloyd Moody to be part of the bylaws process, 2) alert neighbors of the December 8 date for the annual meeting, and 3) recruit members for the Board of Directors election.

### **Bylaws**

Lloyd Moody reviewed the newest bylaws draft and his response to the Board's questions or comments from the last draft. The Board also reviewed a letter asking for clarification to be sent to the lawyer on several inconsistent provisions of state law which impact our redrafting of the bylaws.

Next steps are to 1) enlist neighborhood volunteers to review and refine, 2) schedule review by our lawyer, 3) send to the entire neighborhood for review, and then 4) place on the agenda for the December 8 annual meeting vote.

The next meeting will be held October 12, 3:00 pm, at the Valinske's house.

The meeting was adjourned at 5:19 pm.

Respectfully submitted,

Debbie Wigand, Secretary  
Cougar Ridge HOA

Attachments:  
Treasurer's Report  
Water System Log