

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
June 17, 2026

APPROVED BOARD OF DIRECTORS – JULY 22, 2026

President Olson convened the meeting at 7:02 pm.

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

Guests present: Matt Guile, Lot 80

Barry Olson made a motion that we approve the May 2026 minutes as written, seconded by Tom Coit. The motion carried unanimously.

Officer and Committee Reports

Treasurer

Treasurer Tom Coit informed the Board that Matt Guile completed the May reconciliation and Treasurer's report. Tom would like to resign his position as treasurer as of July 1. Tom will continue to support Matt through 2026, but Matt would be responsible for treasurer duties.

Barry Olson made a motion that we accept Tom Coit's resignation as board member and treasurer and that the board appoint Matt Guile to serve as board member and treasurer as of July 1, 2026 for the remainder of Tom's term. The motion was seconded by Pete Valinske. The motion carried unanimously.

Barry Olson made a motion to approve the following as noted below:

WSECU: Please provide our treasurers, Tom Coit and Matt Guile, along with vice president, Pete Valinske, with complete access to all aspects of CRHA MMA/Savings/CD's and CR Water MMA/Savings/CD's except for the ability to withdraw or transfer funds. As treasurer of the CRHA, Tom and Matt are authorized and charged with care and custody of all funds and securities of the corporation. They are purposely not signatories to these two accounts by our own design. Tom shared a letter to be signed by all board members to support Matt gaining access to banking accounts.

Tom Coit informed the board that PNW CPAs has sent us the final audit report. There were no findings of fraud or misuse of funds. A summary of the audit will be created and shared with HOA members as well as posting on our website. Prior to posting, Barry Olson will contact our attorney and ask for clarification on the interpretation of a RCW cited in the audit; the board has questioned the direction auditors provided.

Water Committee

Chair Pete Valinske reported:

- All water meter readings were recorded on June 1st.
- May water usage was as follows:
 - 2,012,500 gal, ~6.2 acre-ft. (April 2026 – 680,900 gal, May 2025 – 2,232,200 gal)

- 64,919 gallons per day.
- ~698 gallons per day per household
- The average household used 20,985 gallons, with 6 households using greater than 42,000 gallons (~2X the average) during the month.
- System leakage was 0.19% for the month.
- The 12-month rolling total for water usage is 51.1 acre-feet. Last year at this time our 12-month rolling total was 46.6 acre-feet. We are permitted for 63 acre-feet.

Maintenance

- Completed monthly maintenance.

Other

- Clearwater Utilities completed backflow device testing. Repairs are in progress.

Secretary

Secretary Debbie Wigand reported that the spring newsletter was mailed to members at the beginning of June.

The Cougar Ridge Fourth of July picnic will be held Saturday, July 4, 4:00 pm to 7:00 pm at the top of the pipeline area. This is a “bring your own everything” picnic. Grills will be available for grilling food you bring, as well as a table to place common side dishes and desserts for everyone to share. Ideas for what to bring include: Plates, utensils, drinks, food to grill, condiments, and chairs for your family, as well as a dish to share (side dish or dessert). Contact Debbie for details; flyers will be posted at the mailboxes.

Landscape Committee

Chair Barb Valinske reported that a letter of noncompliance with the Lot and Common Area Maintenance Policy” dated June 2, 2022 will be sent to a resident. As a reminder, in part, the policy states:

All lot owners, whether they reside in their house located in Cougar Ridge, or are renting the house to non-owners, are responsible for the following:

- Irrigation as necessary to maintain healthy green lawns and beds.
- Mowing and maintenance of lawns.
- Removal of dead/diseased trees and shrubs.
- Pruning of overgrown trees and shrubs.
- Removal of vegetation that obstructs the visibility of signs and the road.
- Pruning back branches that overhang the street to a height that allows walkability and passage by people, cars and buses.
- Removal of overgrown weeds including rockweed, barked and native areas.
- Removal of invasive plants such as knotweed, Himalayan blackberry, scotch broom, common fennel, and butterfly bush.

(For a complete list of non-allowable invasive plants see Thurston County Noxious Weed Board.)

- Removal of all litter, trash, dead vegetation, refuse and waste including along the pipeline easement.

The new storage shed is up and will have power tomorrow. The board asked Pete to find a home for the old shed through social media.

Pete Valinske reported that the repair he completed at the fountain pump near the south entrance landscape bed has failed. He will drain the water, remove the stones, and work to provide a second repair.

Architectural Review Committee

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

- Lot 75 – Approved for replacement of roof.

Dan shared two signs with the Board.

- Sign with contact information for the ARC and Landscape Committee to be placed inside the mailbox kiosk on the east wall.
- Sign reminding walkers that dogs must be leashed and owners are responsible for cleanup of their pets to be placed at the fence in the area of the pipeline.

President's Report

Old Business

Barry Olson contacted the Department of Natural Resources to inquire about the fallen trees near the McLane Nature trail and HOA common land. After review of plat maps, it was confirmed that the fallen trees are on state lands.

New Business

Several residents have raised safety concerns about children on scooters or other non-motorized vehicles not observing safe traffic practices on our roads, such as not stopping at intersections. Cars and trucks are challenged to see a child darting out into the road. President Barry Olson will share an email with residents reminding them that school is out, to watch speed limits, and for parents to support children in observing safe road practices. "20 is plenty" is the theme.

The meeting was adjourned at 8:22 pm. The next Board of Directors meeting will be July 22, 2026 at the Olson's house.

Respectfully submitted,
Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:
Treasurer's Report
Water System Log