

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
February 8, 2023

Attendees: Barry Olson, Tom Coit, Debbie Wigand, Pete Valinske, Barb Valinske, Lloyd Moody, Eric Ostfeld

President Olson convened the meeting at 7:05 pm.

Treasurer's Report

Treasurer Tom Coit reported on the potential to use Oracle, a cloud-based accounting software, at no charge as a nonprofit. There would be no charge for the software, training, or migration of our existing financial records to NetSuite, as long as Cougar Ridge meets specific nonprofit criteria and is accepted through an application process. Tom Coit made a motion to move forward with the application process and migration to Oracle NetSuite if approved as a nonprofit. The motion was seconded by Pete Valinske and passed unanimously. Tom will ask the company about back up capacity for the product.

President Barry Olson shared the updated 'Cougar Ridge Homeowners Association Banking Account Access Policy for 2023' with the Board and updated signature letters for bank authorization. The Board discussed withdraw of funds from reserve accounts; the Treasurer provides written notice to the President, who then withdraws the amount requested. Neither Washington State Employees Credit Union (WSECU) nor Homestreet Bank has a two signature option to withdraw funds from reserve accounts. President Olson will check with our insurer on any expectations in this regard.

Water Committee

Water Usage - January

- All water meter readings were recorded on February 1st.
- January water usage was as follows
 - 380,300 gal, ~1.2 acre-ft. (December 2022 – 393,100 gal, January 2022 – 385,900 gal)
 - 12,267 gallons per day.
 - ~133 gallons per day per household.
- The average household used 3,909 gallons, with 3 households using greater than 7,800 gallons (~2X the average) during the month.
- System leakage was 4.8% for the month.
- The 12 month rolling total for water usage is 46.3 acre-feet. We are permitted for 63 acre-feet

Maintenance

- Completed quarterly maintenance for the first quarter.
- Completed semi-annual maintenance.

Other

- Valve replacements are scheduled for the week of February 13th. Notifications will be sent out.

Secretary's Report

The Fall/Winter newsletter is in the mail. The Board set future dates:

- Spring/Summer newsletter – delivery by early/mid-June
- Fall/Winter newsletter – delivery by early/mid-October

Communications to the Secretary

- Potential to place surveillance cameras at the north and south entrances – tabled at this time.
- Street lights needing replaced in neighborhood – Lloyd Moody will work on this when the weather is cooperative. Contact Lloyd at crhoabod2@gmail.com to assist with this project.

Landscape Committee –

Co-chair Barb Valinske reported on Maintenance:

- Preen will be placed on landscape beds beginning this weekend.
- In the Pit area, several plantings were out of the dirt and replanted.
- This spring, landscape beds at Rainwater Ct. and McLane Ct. will undergo renovation.
- Rocks will be placed at common bed backflow and irrigation devices to prevent vehicle damage.

Annual Neighborhood Spring Clean-Up Day is May 6, 2023, 9:00 am to 12:00 noon.

- Black Lake Landscaping will no longer take yard waste.

Landscape Review:

- Lot 92 – Approved for 5th wheel of 22 feet or less for duration of three days.

Architectural Review

- Lot 78 – Greenhouse approved.

President's Report

President Olson reported:

- Cougar Ridge website has been updated; including policies, board page, and minutes. Go to cougarridgehoa.com for more information.
- Homestreet bank account has been set up with a CD.

Reflectors will be placed on common landscape curbs for better visibility when the weather is cooperative.

Concern about the potential for homeless camps to be established close to Cougar Ridge was voiced. Eric Ostfeld will check with the county assessor's website and report back to the Board on recent activity at Black Lake Blvd near 101.

Governing Documents and Upcoming Legislation

Lloyd Moody made a motion to approve the distribution of the draft bylaws dated February 8, 2023 for approval by members of the association subject to President

Olson's discussion with the insurance company. The motion was seconded by Barry Olson and passed unanimously.

President Olson will send an email to association members on the 2022 General Approved Accounting Principles with the final statement of activities and statement of financial position for the association. He will also forecast the upcoming mailing of ballots for the approval of the bylaws.

Secretary Wigand will follow the vote by mail process, sending ballots to association members with a copy of the bylaws.

The next meeting will be held March 15, 7:00 pm, at the Coit's house.

The meeting was adjourned at 8:50 pm.

Respectfully submitted,

Debbie Wigand, Secretary
Cougar Ridge HOA

Attachments:
Treasurer's Report
Water System Log