

Cougar Ridge Homeowners Association
Board of Directors' Meeting Summary
January 11, 2022

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

President Olson started the meeting at 3:10 pm.

Lloyd made a motion to retain Barry Olson as president and Pete Valinske as vice president, move Tom Coit to treasurer and Debbie Wigand to secretary, Pete seconded the motion, and the motion passed unanimously. Judy, Lloyd and Barb will remain as directors.

Treasurer's Report

Barry made a motion to approve the WSECU signatory letters designating who can sign the HOA and water accounts, Pete seconded the motion, and the motion passed unanimously.

Judy made a motion to move \$9,000 into Water CD account 1118-31 when it matures on January 18, 2022, to increase it to \$30,000, Lloyd seconded the motion, and the motion passed unanimously.

Judy reported that she received a letter from the IRS saying that the HOA hadn't file their 2021 taxes. Paperwork has been filled out and sent certified to IRS to prove that the taxes were filed and sent in on time. She has been unable to reach anyone via phone.

Water Committee

Water Usage

- All water meter readings were recorded on January 1st.
- December water usage was as follows
 - 399,900 gal, ~1.2 acre-ft. (November 2021 – 372,200 gal, December 2020 – 406,800 gal)
 - 12,900 gallons per day.
 - ~145 gallons per day per household.
- The average household used 4,195 gallons, with 6 households using greater than 8,400 gallons (~2X the average) during the month.
- System leakage was 5.1% for the month and 1.6% for the year.
- The neighborhood consumed 47.2 acre-feet of water in 2021. We are permitted for 63 acre-feet.

Maintenance

- Completed monthly maintenance.

Other

- Lot 29 meter has failed and needs to be replaced.
- Please keep water meter boxes cleared of snow piles in the winter and foliage during the summer to help out our volunteer meter readers.

Secretary's Report

To date, 54 consent to receive email approval forms have been returned. A fourth email will be sent to those who haven't responded to our request.

Attached is the 2022 list of board members and positions. Please note that the Treasurer and Secretary emails have remained the same with a new treasurer and a new secretary in the position.

The draft agendas for monthly board meetings will now be sent out 3 days before the scheduled meeting to give anyone wanting to attend a two-day window to notify the board they want to be on the agenda.

Landscape Review Committee

Lot 14 – tree fell onto pipeline – tree removed

Lot 81 – tree removal – approved

President's Report

There were six neighbors participating in the neighborhood holiday lighting contest with three winners. Barry made a motion to hold the contest next year and include everyone who has holidays lights up, Tom seconded the motion, and the motion passed unanimously.

The Cougar Ridge Snow Plowing Policy will be updated to reflect the Thurston Co, public works department's phone number. Barb will work on the update and send to board for approval.

Barry made a motion to adopt the Public Comments Policy which will include requiring written items for the board at least two days before the meeting, Pete seconded the motion, and the motion passed unanimously. The secretary will send out the draft agendas at least three days before the meetings.

The board discussed some items for our 2022 Board priorities:

- a) Bylaw review and revision
- b) Identify and hire a reserve study professional
- c) Water system upgrade work
- d) Pump house roof replacement
- e) Landscape bed upgrades where new watering system installed – Ridge High Court and Rocky Mtn. Court
- f) New non-profit act

The February meeting is on the 16th at 3:00 at Judy's .

The meeting was adjourned at 4:23.

Respectfully submitted,

Barb Valinske, Secretary
Cougar Ridge HOA

Attachments: 1. Treasurer's Report
2. Water System Log
3. 2022 Cougar Ridge HOA Board