



CMCC BOARD MEETING
October 28, 2023

Present: Mark Jacobsen-President, Kathy Lawrenson-Vice President, Scott Jackson-Treasurer, Kay Birkett-Secretary, Bob Connolly-Water Manager, Micheal Skredsvig-Road Manager and Paula Berg-Community Coordinator.

Executive Session: The board called an executive session before the October meeting was called to order. Scott nominated Mark Jacobsen to continue as the 2023-2024 board president. Micheal seconded the motion and the nomination passed unanimously. The executive session was adjourned at 10:10 AM. Mark called the monthly meeting to order. He asked each board member individually if they would also serve for another year in their past positions. All board members agreed to continue serving in their previous positions.

Secretary's Report: Kay presented the draft meeting minutes from the last board meeting on August 24, 2023. Kathy moved the minutes be approved as read. Micheal seconded the motion, and it was passed.

Treasurer's Report: Scott presented his report.

Account Balances:

Banner Bank Checking Account: \$101,791.07 **To Deposit:** \$965.89

Banner Bank USDA RD Loan Account: \$43,699.00 **To Transfer from Checking:**

Accounts Receivable: \$4,818.89 with 8 lots owing and an overpayment of \$129.32 by 4 lot owners.

New Lot Owner: Lot 46A has a new owner.

Water Report: Bob presented his report. He installed 4 more radio-read meters with another one ready for installation. Currently he has installed over 20 additional new meters this year. He took apart the old well pump motor that we kept after the installation of the new motor. He found several problems that could be the reason for its failure; he is waiting for a rebuild kit. He is continuing to investigate the failure of the VFD in pump station #2. He found low voltage and is looking for replacement parts. At this point, he is hopeful it can be repaired. The installation of the new PRV on Colony Mountain Drive is underway. The residential copper and lead testing reports have been sent to the state.

Road Report: Micheal gave his report. We have new relocatable signs for posting along road where work is underway. They do not fit the portable stands we have, so we will order new stands. Work along Colony Mountain Drive to install the new PRV is proceeding.

Community Coordinator's Report: Paula gave her report. She sent out communications to all lot owners affected by the installation of the new PRV along Colony Mountain Drive adjacent to Lot #28. She continues to keep them updated and informed. Signage will be posted at the community entrance off Colony Road if it becomes necessary for residents to boil water.

Ongoing and New Business: On October 11th Micheal received a call from a shareholder whose neighbor informed him that Park Place would have paving done on the CMCC road beginning the next day. Neither Micheal nor any other board member had prior notification of the paving. On October 12th a portion of Park Place was paved from Lot 15 north of the driveway. Micheal visited the Skagit County Building Department to check if permits had been granted which included grading and storm water permits. No permit requests had been submitted. On October 20th the remainder of Park Place was paved. CMCC did not incur any expense for the paving; however, our Articles of Incorporation require CMCC jurisdiction over all the roads in the community that are not owned and managed by the county. This includes changes, maintenance, and supervision of CMCC-managed side roads. Since the board was not given a chance to exercise its jurisdiction over the entire project and CMCC retains liability, the board feels it is essential to protect shareholders not responsible for the paving from any subsequent liability and maintenance costs that may develop. The board also received and email from a lot owner who was upset about no prior contact by the board to inform them of road work. Several members of the board have talked to the lot owner who contracted the paving. The board decided it was necessary to know the specifications for the project and to request all information from the lot owner to be submitted in writing by a specific date. The board will also send a response to the lot owner who questioned why there was no prior community notification. There were no objections from the board about sending letters. Paula will send out the letters. The next meeting will be at Mark's house on November 25th at 10 AM. The meeting was adjourned at 11:35 AM.

Kay Birkett, CMCC Board Secretary

Board Approved on Nov. 25, 2023