



CMCC BOARD MEETING September 20, 2025

Present: Mark Jacobsen-President, Kathy Lawrenson-Vice President, Scott Jackson-Treasurer, Kay Birkett-Secretary, Bob Connolly-Water Manager, Chris Chesley-Road Manager and Tanya Griffey-Community Coordinator. Bob attended by phone. All board members were in attendance and Mark called the meeting to order at 10:10 AM.

Secretary's Report: Kay presented the draft copy of the board meeting on August 20th, 2025. Chris moved the minutes be approved as read. Scott seconded the motion which was approved by the board.

Treasurer's Report: Scott gave his report.

Account Balances:

Banner Bank Checking Account: \$165,715.39 **To Deposit:** \$10,788.00

Banner Bank USDA RD Loan Account: \$30,400.00

Accounts Receivable: \$3,872.91 with 6 lots owing outstanding balances. Two lots received water shut-off notices and one lot has water shut off and a current outstanding balance. There is an overpayment by six lot owners of a total of \$1,039.32

Water Report: Bob gave his report. Water usage for the month has been in the normal range of 14-15,000 gallons of water per day. Currently, there are no leaks in the system, which is scheduled to be flushed next week. Water rates will be adjusted in accordance with the cost-of-living adjustment in January, 2026. The VFDs for the pump motors are on order and there will be a technician available for installation help.

Road Report: The asphalt at the entrance to the driveway on Lot 58 has a crack which needs to be sealed. This is a project that can be done by CMCC volunteers. We also are out of sand at the wellhouse and need some to be installed at one of the pump stations. There will be no contracted fall grass mowing along the private roads until next year. Scott will call a contractor to take out the trees that need to be removed around the wellhouse.

Community Coordinator: Tanya has been working to clean out junk mail in the CMCC email account. She received training from both Scott and Paula. She will be posting items as necessary.

New and Continuing Business: We have 35 of the 82 Radio Read meters installed. Scott will review the 2025-2026 Budget and prepare reports to be presented at the annual meeting. He is restructuring some of the line items to make them easier to track and to make sure that reserves always remain in the budget as reserves. Rate adjustments will come out with the January billing and be receivable with the July billing. There was a discussion regarding the upcoming CMCC Annual Meeting. We discussed the items to be included in the proxy statement meeting agenda. Tanya will send out proxy notices, and mail paper copies to the few people who have requested to be contacted by mail. This year there will be limited paper copies of yearly reports available at the meeting. PDF files will be available at no charge for those who request them and paper copies will be mailed upon request. There will be a \$10.00 charge to cover the costs of printing and postage for these copies. There was an update on the Port of Skagit broadband expansion project. Scott will see if there is someone from the Port to be available at the meeting. The annual meeting agenda will include information about board plans to transfer some items currently done by board members to outside contractors and information about proposed billing statement changes. We decided we would include a pot luck after the meeting is adjourned. The next board meeting will be a short meeting after the annual meeting. At that time, the newly elected board members will decide the positions each member will fill for the coming year and set the date for the next meeting. This next meeting will be November 15th at Mark's house. The meeting was adjourned.

Kay Birkett, CMCC Board Secretary *Kaylyn Birkett* Board Approved on November 16, 2025

The 10 AM November 15th meeting was subsequently moved to be held at Kathy's house.