

Chiwawa Communities Association
21 June 2025
Board Meeting Minutes
2561 Cottonwood Lane, Leavenworth WA 98826
chiwawariverpines.org| (509) 763-4309

Matt Oaks	President
Lance Jones	Vice President
Tammy McKee	Secretary/Treasurer
Dave Lowrie	
Mandy Stocker	(Zoom)
Kris Jones	
Bunk Bunkleman	
Judy VanEyck	(Absent/Excused)
Sonya Kraski	(Absent/Excused)

Meeting called to order at 9:00 AM by Matt Oaks

There were 4 members in attendance: Sarah Weese, Mike Stanford, Stuart McKee (Zoom), Heidi Auvil (Zoom)

Lance motioned to approve meeting minutes from the May 2025 Board meeting, Kris seconded. Approved

Water system update: Water usage is averaging about 170,000 gallons a day. New updates to the electrical system is holding for now even with continued power outages. VOC and Coliform testing are coming up and we will have the budget to conduct them. Batteries for the meters are about \$23,000 for materials but are time consuming to install at about 45 min/meter. Battery life of current meters is 10 years, and new ones will be 15 years. The decision to order all at once or order and install a few per year needs to be decided (we currently have 341 lots on meters). Actions for heat warning – one meter was shut off but had to be turned on during the warning, everyone else is paid up and current.

Treasurer's report:

Cashmere Valley Bank

- Checking: \$36,000
- Capital Reserves: \$21,170.30
- Savings: \$30,620.09
- Mosquito Fund: \$3,508.98
- 7 Month CD: \$27,500.71
- 7 Month CD: \$105,009.54

WAFD Bank

- CD: \$250,000

\$52,000 was moved from the Capital Reserve account to the checking account in order to cover the cost of insurance. This was anticipated due to the shift of extra funds earlier to the WAFD CD account.

Old Business:

No board comments currently

We will be posting reminders on sandwich boards at each entrance of the neighborhood to remind members to vote for the By-Laws if they have not already done so.

Firewise: We received a grant to help with the removal and used \$1800 of it to cover trucking costs. We removed 29 tons of debris.

Bridgework: No updates currently

Independence Day Parade: Not a lot of community response yet so Tammy will send a reminder in email and post on Facebook. Bunk and Kris to help Mandy with set-up/clean-up

Insurance coverage and audit: Coverage for buildings has now been bound, however, water systems are still not covered due to our ongoing lawsuit.

Reserve Study: Due to Ms. Walheim's interference, we are still searching for a company to conduct our reserve study. Matt and Lance will reach out to firms.

Water System Administrator Contract review: Discussions moved to executive session.

Tax filing: all board members have received a copy of the taxes and had a chance to review. An email address has been found and corrected. Matt has presented it to the board and there are no further comments/corrections, so it will be filed.

Job posting: Mandy will research which platforms will be best suited for us to use.

S08 Application resubmission: July 10th will be the next meeting with the DOE so more to follow (we are not out of compliance at this time).

Annual report post-meeting community letter: The post-meeting letter has been uploaded to our website and hard copies for mail only folks have been sent out.

Bank account update: Signatures for new board members will be completed for Cashmere Valley Bank soon expect an email from Roxanne at CVB. Tammy and Lance will go to WaFd this week to complete the signatory process required for the CD account.

Emergency plan: This is a work in progress with more to follow. There is a copy on the shared drive.

Legal update: Mediation has been proposed; however, a list of demands has not been received from the plaintiff as of this meeting.

New business:

Street valve covers for the water system have been raised to road level (some were very recessed). Dan has taken the initiative to research what other districts have done (such as PUD) industry standards. Mandy asked if we had the funds to replace all the water meter batteries or if we should do a few of them each year. If we look at the difference of budgeted legal fees and subtract the cost of the batteries, it will leave us with an estimated \$25,000 that we can put back into reserves. We currently have 18 meters and if we order 40, then take the 8 we have warranties on it would cost us approximately \$7200 this year.

Member Questions/Comments:

Mike Stanford was the only community member with questions or comments:

- He agreed with the water meters being swapped out as part of a normal maintenance procedure.
- He wanted to clarify that the reserve study firms declining to work with us and the failure to obtain water system insurance is a direct result of the Walheim litigation (Matt answered yes).
- He asked what job is being posted (Community Manager position and water Apprentice).
- He asked if the Mosquito District has any day-to-day communication with us, (Matt answered no).
- He asked how much cash we have at our disposal (he was directed to the balance sheet passed out at the meeting)
- He asked if there is anything in the RCW's that delegates how we spend the reserve funds. Matt reserved the right to not respond to the question and Kris followed up with we will not/should not make any legal determinations, as we are not lawyers or judges
- He asked how much the audit will cost us, Mandy responded that \$2500-\$3000 is the estimated cost.

Lance made a motion to enter the executive session and Kris seconded.

Enter Executive Session at 10:18 AM
Reentered Board Meeting at 11:09 AM

A proposal is made to keep the Water Manager's contract compensation the same but add a clause regarding overtime compensation (total yearly compensation divided by 1200 yearly hours to find the hourly rate, then multiply the hourly rate by 2 to determine overtime hourly rate). It is also proposed to increase Velda's hourly rate from \$50 to \$60/hr.

Mandy motions to increase Velda's rate and approve the new Water Manager's contract clause for the overtime rate. Lance seconded the motion; motion approved.

Next meeting is scheduled for July 19th at 9:00 am

Lance made the motion to adjourn, and Bunk seconded.

Meeting adjourned at 11:18 AM

Meeting minutes taken by: Tamara McKee

A handwritten signature in cursive script that reads "Tamara McKee". The signature is written in dark ink and is positioned below the typed name.