



## Deer Park Golf and Country Club HOA

### Board Meeting Minutes 5-26-2026

The Deer Park Golf and Country Club Homeowners Association Board Meeting was held on May 26, 2026 at 6:00 p.m. at the Deer Park City Council Chambers. Eighteen homeowners attended the meeting. President Tanj Gillard opened the meeting with a “Welcome” and introduced the board members.

#### **Open Forum:**

The following questions were asked and addressed:

**Q:** From my backyard I witnessed a man urinating on the golf course. Any action that we can take?

**A:** This is a common issue on many of the fairways witnessed by homeowners. Please contact the golf course immediately and ask for Craig or Matt (509) 276-5912 and see if they can engage a marshall to address the person(s) involved. This has been an ongoing issue on the golf course. The HOA has heard that once the new homes are built between the 11th and 12th fairways, some restroom modifications may be addressed by the contractor and that may provide some help with this issue in the future.

**Q:** The wooden fence between two homes on Helm Street is in bad condition. Who maintains the wooden fence?

**A:** If the fencing is located between two homes and not common property of the HOA, the maintenance of the fence would be between the two homeowners.

**Q:** I’ve seen a couple of homes on Country Club Drive not taking care of their yard, including trees that have been dead for three plus years.

**A:** The best way to contact the HOA is to select “Contact Us” through our website ([deerparkgolfhoa.org](http://deerparkgolfhoa.org)), and let us know the issues including the address. Your name will not be given to the homeowner you are reporting. The HOA will send initially a friendly letter stating “needing your help” to address the issue(s). To date this year, the HOA

has written two letters to homeowners who are in violation of property issues including weeds and unkept grass.

**Q:** The home on the corner of Country Club Drive and 6th Street has had holes and dirt on the sidewalks for several weeks causing safety issues for walkers. Any updates on status of work? These guys need to wrap this up!!

**A:** Knight who is the contractor while working on placing fiber optics underground had a malfunction with their machinery and all work ceased at that time. No additional information at this time is available when they plan to complete the work. **Update:** ***Chris Puffer reached out to the city who contacted the contractor and work will resume this week and is expected to be completed during the week of June 1. No progress made yet, and I will follow up with citi tomorrow.***

### **Treasurer's Report:**

The honorable Craig Barrile, HOA Treasurer provided an update on the treasurer's report. With the exception of 8-12 homeowners, all dues are current. As of May 20th, we have \$35,344 in the checking account and \$26,314 in the reserve account. With the addition of the Country Club Estates annexation, we expect an additional \$15,000 annually generating HOA dues. These funds will help to support our reserve fund and aid with maintenance and repairs needed in our common areas.

### **Old Business:**

***The motion was made by Craig to approve the minutes of the Annual HOA Meeting held on May 5, 2026. Tanj seconded. Approved by Board.*** Copies of the minutes were available at the meeting tonight. The minutes will also be made available on the HOA website shortly.

**Annexation Update:** As you know, we had a procedural mix up on the first vote for the annexation. Per the CC&Rs and our lawyer, we are required to hold one or two if needed special Annexation Meetings for homeowners. The first annexation meeting will be held on June 10th at 6:00 p.m. at the Deer Park 4th District Fire Station. If we do not receive 150 votes in person and/or by proxy votes, then we are required to hold a second meeting 30 days after the first meeting. The second meeting, if necessary, will be held on July 13th at 6:00 p.m. also at the Deer Park 4th District Fire Station. If we do not receive 150 votes between those two meetings we will need to solicit additional votes via email blasts and collection door-to-door.

The cost to our HOA to rent a room at the fire station is \$150. If we can secure the 150 votes by collecting proxy and attendance at the June 10th meeting, we will be able to

cancel the second meeting scheduled for July 13th and save our budget \$150 for the room rental for the July 13th meeting.

D.R. Horton will be providing us a presentation of the five models/elevations of the homes they will be building in Country Club Estates. We plan on sharing this information with the homeowners who are able to attend the annexation meeting(s).

To help with the process, we are offering proxy votes for the annexation which can be collected prior to the meeting(s). We have proxy vote forms available tonight for you to fill out and turn in. Please remind your neighbors about this very important vote. All homeowners have received their proxy vote via mail and also for those who have email notification, by email.

The backstory on the original vote, when D.R. Horton wanted to annex into our HOA, we were told we needed a 66% yes vote by our homeowners and they requested we complete the voting process by March 31. We were able, with the homeowners' help, collect 189 of the 250 homeowner's votes in favor of the annexation. We took the results of the votes to the lawyer and were informed that we did not follow the process outlined in our CC&Rs. Due to the significant benefits both financially and ability to have input on the homes/neighborhood in Country Club Estates, the board decided it was well worth the effort to redo the annexation vote per the CC&Rs.

**Q:** Who will the new homes that will be built between the 11th and 12th fairway belong to?

**A:** These 70 plus homes will be part of Mountain View Meadows HOA.

**Q:** Is there anything that shows the boundaries of our HOA?

**A:** Yes, on our HOA website, there is a map that shows the boundaries of our HOA homes and common areas under plat maps. You just have to look t yup

**HOA Insurance:** Our HOA insurance renews on July 15th. We are in the process of contacting our broker to let them know we are expecting to expand to include Country Club Estates. With no common area in Country Club Estates, we anticipate minimal to no extra cost to our insurance policy. **Action: Gayle Swartman will be contacting our insurance broker.**

**Brick Sealing:** As previously reported, our brick work throughout our neighborhood is in dire need of repair and maintenance. These structures were built approximately 35 years ago, and we have no record of any type of maintenance being done. Upon close inspection, you will see some of the brick is crumbling, mortar that is in need of repair and organic material has collected on the brick. The board obtained three bids, with

each party coming out to inspect our brick/stone. After much consideration, the contract was awarded to A+ Masonry out of Spokane which is a family owned business. We have divided this project into phases.

**Phase I.** Phase I will be addressing the front large brick columns in our entrance way entering from Crawford and the first five columns on either side of our entrance. They will be inspecting and repairing the mortar, cleaning and then sealing. We expect this will be occurring some time after the 4th of July and the end of July, We will keep you posted once we have a firm date.

While the work is being performed, we anticipate we will need to reroute traffic away from the front entrance. We are reaching out to the city for assistance with the rerouting. In preparation of the brick maintenance, small saplings will be removed that are near the pillars to provide ample space for the contractors. The contractor will be utilizing pressure washers, larger trucks, ladders, chemical agents/light acid for the removal of organic material and completing with a sealer which is warranted for 7 years. Due to the extensive nature of this process, we anticipate that the front entrance may be closed for several days. The cost for the first phase is \$8300 plus tax.

**Phase II:** Phase II will be planned for the summer of 2027. Same process for the remainder of the 50-55 pillars. The cost for the second phase is \$20,000 plus tax.

Mountain View Meadows HOA has already paid for ¼ of the cost for Phase I and have provided us a check for \$2092.50. The city/golf course capped our dues to \$15 per homeowner, which provides us another \$15,000 in revenue for the project. We have reached out numerous times to the RV park and have been unable to receive any response. With the assistance from Mountain View Meadows HOA and the city, we will be paying 50% of the cost. The funding for this project will be coming out of our reserve account which is dedicated for maintenance of our common areas. No special assessments to our homeowners will be needed.

**Q:** Is it possible to have the evergreen trees on either side of the front entrance removed? They obscure the gate/entrance and often I have driven right by the entrance. Additionally, they are very unsightly.

**A:** The HOA does have contact with the owners of the property. They have already given permission to clear the path from the pillars for A Plus Masonry. **Action: The HOA will reach out to the owners of the property to see if any clean up of the trees on both sides of the entrance can be done.**

**Annual Meeting Review:** The annual meeting held on May 5th was well attended. Lessons learned is that we find it helpful to have the meetings on the weekday after dinner versus the weekends when folks may have plans. Next year we plan on utilizing the same format but having it in February which gives us time to get approval of the operating budget. The new Washington State Law requires the homeowners to approve the annual HOA operating budget.

We will be having three board member openings next year. Please let us know if you are interested or know of someone who you think would like to be part of the board. We will be advertising these openings in our quarterly newsletter, email blasts and Facebook site. We are required by law to have a HOA, it's not an option. If we do not find enough candidates, we will be required to outsource our HOA. Outsourcing will cost the HOA a significant cost and the service you receive will not be the standard that you have come to expect with our current self governing model.

**Results from Board Meeting:** The HOA operating budget was approved with "59 yes votes" and "3 no votes". Also at the meeting, the two new openings on the board were voted on. Chris Puffer received 66 votes and Lori Smith received 63 votes. Welcome to the Board Chris and Lori. With this transition, Paul Boxleitner, our current Vice President will be stepping back from the Vice President position to Member at Large. Chris Puffer will take over the Vice President position. Lori Smith will continue as our HOA Secretary. ***The motion was made by Tanj to approve Chris Puffer as our HOA Vice President and Lori Smith as our HOA secretary. Board Approved.***

**June 10th Annexation Meeting:** A room has been reserved at the Deer Park District 4 Fire Station. Tanj will drop off a \$150 check prior to the meeting. Lori will pick up the key from Megan on the morning of June 10th. If you know you are not going to be able to attend, please pick up and/or fill out a proxy vote tonight.

Chris Puffer inquired if anyone would like to volunteer to collect proxy votes in the neighborhood. Marilyn Kurtz volunteered to do Pease Street. From our prior collection of votes, we have a list of homeowners and their votes which will help us navigate to recollect votes for the annexation approval.

**Warren Park Picnic Table/Benches:** The HOA has on their list as a future project to replace the current benches at Warren Park. They are very worn and have many sharp edges that could cause a safety issue. When funds are available, the HOA will purchase a new commercial table/benches that is also handicap accessible.

**Rewrite our CC&Rs.** Our CC&Rs are nearly 35 years old and will need to be revised to follow all the new requirements per Washington State. The new law combined requirements that were initially set up for condos and a separate set of regulations for

houses. This will be a long and lengthy project but gives us an opportunity to make our CC&Rs more current and relative to our community. The HOA board will be working on a draft and will then seek input from our HOA homeowners for final edits and approval. We ask if you have seen some requirements that are in the current CC&Rs that you feel no longer best represents the community, this will be your chance to provide input. The CC&Rs belong to all of us, we need your input.

**Q:** One of the homes on North Country Club Drive has had an utility trailer parked on their driveway for over a month.

**A:** Any type of RVs, trailers, boats are not allowed to be parked in your driveway for more than 48 hours without getting prior exception from the HOA. If you see this occurring, please go to our Website and click on “ Contact Us” to report the issue.

**Revising the Delinquent Monthly Assessment Process:** We currently have twelve or more homeowners who are at least six months behind on their HOA dues. We have found that sending them to the collections agency has not effectively resolved the issue. The collection agency keeps 40% of any funds collected which leaves the HOA with only receiving 60% of the dues owing if the collection agency is successful. We are finding that often the homeowners may bring it current but then go back to not paying their HOA dues for several months or completely ignore the collections agency request for payment.

Another option available to the HOA per the CC&Rs is placing a lien on their home. This process costs \$800 per lien when completed by a lawyer. Unless the owner pays in full, the delinquent dues will not be paid to the HOA until either the homeowner refinances or sells their property. A lien provides the HOA a legal document filed with the court to collect the money owed.

Per CC&R's the process for placing a lien on a homeowner who is delinquent in their dues, requires notification to the homeowner by the HOA. This process includes sending a certified letter to the homeowner when they are six months delinquent on dues advising they are delinquent of their HOA dues and full payment is required and/or to let the HOA know if there is a financial problem. If no response is received, the HOA may send a second letter advising the homeowner that they are now seven months delinquent and have thirty days to pay the entire balance in full plus associated mailing and legal fees incurred with the cost of a possible lien. If we eliminate the lawyer, we can file a lien using a general form and file for \$304.50 vs \$800.

After a general discussion between the board members, the following was decided to be the most economical and beneficial way to address delinquent dues:

Send out two certified letters. First letter letting the homeowner know they are delinquent six months on their HOA dues. If no response, a second letter is sent out 30 days later at seven months advising the homeowner if the total amount owing on their dues is not paid within 30 days, the HOA reserves the right to file a lien on their home for dues owing and costs associated with the lien and the requirement to keep future dues current. ***Tanj made the motion to utilize this format for delinquent dues per our CC&Rs. The motion was seconded by Craig. The Board agreed.***

**Pay Portal:** The current explanation on the first page needs to be rewritten with clearer information. The portal does not easily give homeowners the ability to change their payment methods. Currently each time you access the site to try to make a change, a new account is created and many of our homeowners have been double billed. The HOA is working on refunding the overpayments to these homeowners.

**Adjourned:** The meeting was adjourned at 8:00 p.m.