



Deer Park Golf and Country Club Homeowners Association

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Governingboard@deerparkgolfclubhoa.com

Board Meeting Minutes

February 11, 2025 – 6:00 pm at Deer Park City Hall

Introduction: President Gillard opened the Meeting and welcomed all attendees.

Last Board Meeting Minutes: The Minutes for the October 15, 2024 Board Meeting have already been approved through email and filed.

In attendance were President Tanjer Gillard, Vice-President Paul Boxleitner, Treasurer Craig Barrile, Member-at-Large Carla Phillips and Secretary Gayle Swartman. There were no guests present. At this point, the official Board Meeting commenced.

Accounting/Budget: Treasurer, Craig Barrile reviewed the HOA's 2024 year-end financial results and advised that the HOA overran the 2024 Budget by approximately \$4,200 for the fiscal year. The two major drivers of the overrun were unexpected irrigation repair costs at the entryway due to tree roots costing \$2924.05 and unpaid dues for 2024 in the amount of \$1817.29. Craig continued with review of the HOA's Balance Sheet and advised that under "New Business" there would be further discussion on the 2025 HOA Budget.

Old Business: - Tanj confirmed that the City of Deer Park is still committed in 2025 to repairing certain sidewalk cracks and upheavals that exist throughout our HOA.

New Business:

1. **New Homeowners in 2024.** Tanj reported that the HOA had a total of 12 new Resident Families move into our community during year 2024 and that our "Welcoming Cups" together with a set of the "Rules and Regulations" were hand delivered to each of them.

2. Reserve Study and Executive Summary. Tanj reviewed the results of the HOA's Reserve Study recently performed with the Board Members and advised that a copy of the Reserve Study Report will be posted on the HOA's Website in March for all Homeowners to review and will also be discussed at the Annual Meeting.

3. DP Golf Course Fees. Tang reported that he and Craig had met with the Mayor of Deer Park to discuss the City putting a cap on the HOA's Golf Course Assessment for year 2025. The City of DP has agreed to keep the 2025 Golf Course Assessment at the 2024 level. "The City reserves the right to seek an increase in the annual Golf Course Assessment pursuant to Section 9 of the CC&Rs in future years."

4. Landscape/Snow Removal Contract for 2025. Tanj summarized the renewal process the HOA Board followed relative to renewal of the Landscape and Snow Removal services for years 2025 thru 2027. The Board approved a three-year extension of the Contract proposed by Cedar Ridge Landscaping at \$10,756 per year plus Spring and Fall cleanup at approximately \$1800 per year. Their services and fees were the most competitive of the bids the HOA could obtain for landscaping and Snow Removal Services.

5. 2025 HOA Budget. A draft copy of a Budget for year 2025 was distributed to Board Members and a line-by-line discussion followed. A vote was called for and the proposed 2025 Budget was approved by all Board Members. A copy of the approved Budget will be included in the March 2025 Homeowners News Letter.

6. Monthly Dues Increase for 2025. After the Board reviewed the 2025 Budget Expense items, it became evident that the HOA Dues at \$30.00 per month would be insufficient to meet the HOA's 2025 expenses. President Tang presented an "income/expense" analysis for dues versus projected expenses at monthly dues levels of \$30.00; \$40.00 and \$45.00 per month. It was clear that at a minimum the dues had to be increased to \$40.00 per month just to meet the HOA's projected 2025 expenses. The Board voted unanimously to increase the monthly dues to \$40.00 per month effective April 1, 2025.

7. Annual HomeOwners Meeting to be held March 29th at 1:00 pm at the Fire Station Community Room. Each Board Member was assigned a role in getting the program for the Annual Meeting together.

8. Mission Statement. Vice-President Paul Boxleitner was previously asked by President Gillard to draft a "Mission Statement" for the HOA Board of Directors and our HOA Members to be added to the HOA's Website. The Board liked the draft content of the "Mission Statement" and took the action to have any suggested revisions to the draft "Mission Statement" be sent to each Board Member for review. A final draft will be reviewed and approved at the next Board Meeting.

9. Collection of Delinquent Dues. The HOA has changed its procedure for collection of delinquent dues. **The Board has approved utilizing a collection agency in lieu of placing liens on homes after Dues becomes delinquent in excess of six (6) months. A reminder letter will be sent at 90 days delinquent followed by a second letter at 120 days (6 months) delinquent giving the Homeowner 30 days from receipt of letter to become fully current before the delinquencies is turned over to the collection agency. Note: Per our bylaws, once a Homeowner has received the first or second Dues Delinquent Letter, the FULL amount of delinquent Dues must be paid to avoid collection action. The Board encourages any Homeowner that has temporary financial issues that will not allow for Dues payment, to reach out to the Board through the HOA Website for us to review on a one-by-one basis.”** The new procedure will be explained in future HomeOwner Letters and at the Annual Meeting.

The meeting was adjourned at 8:30pm.