welcome HOME
DEER PARK GOLF AND COUNTRY CLUB HOA

Deer Park Golf and Country Club HOA
2025 Annual Meeting Minutes 3-29-2025

The Deer Park Golf and Country Club HomeOwners Association's Annual Meeting was held on March 29th at 1:00 PM at the Deer Park Fire Station Community Room. President Tanj Gillard opened the Meeting with a "Welcome" and introduced the Board Members; HOA's Website Contractor, Jeromy Waunch; Committee Chairmans and new Residents that have moved into our community in the past twelve months. New to the team is Chris Puffer who is the newly appointed Communication Chairman replacing Favel Jenns. Favel recently moved to Kansas City. We thank her for her contribution over the past three years and wish her well on her new adventures. We also welcome Chris and look forward to his creativity in future Website blogs announcing HOA activities as well as other happenings and information around the Deer Park area.

Craig Barrile, the HOA's Treasurer, presented an overview of the HOA's new Website features and the Bill-Pay program known as "Stripe". He encourages all HomeOwners to visit the HOA's updated Website at http://deerparkgolf.org/, and go to "Contact Us" and re-enter your contact information which includes your address, email and phone number even if you have already signed up on the old Website in order to ensure that the HOA's records are up to date on the new system.

Heartland Bill-Pay Services will no longer accept your Dues payment after April 30th. If you wish to continue using on-line Bill-Pay, you must access our new Website and sign-up with STRIPE, the HOA's new Bill-Pay service provider.

We will be transitioning to digital billing for those that sign-up for "on-line Bill-Pay". The hope is that a majority of our HomeOwners will sign-up for on-line Bill-Pay, as it will represent approximately a $1,000 savings in future year's Postage budget. For those that sign-up between April 1st and April 30th, 2025, you will receive a $10.00 credit off your second quarterly billing as an incentive to sign up quickly (this is a one-time opportunity applicable to April Dues 2025). For those HomeOwners who wish to get paper billings and pay by check you will still have that ability to do so. ACH will also be available for a very nominal fee. Effective April 1, 2025, the new HOA quarterly dues will be $120.00 ($ 40.00 per month).

Craig also explained the HOA's new process for collecting delinquent monthly Dues. Monthly Dues are due within 30 calendar days of the quarterly billing dates which are - January 31st, April 30th, July 31st and October 31st. Unpaid dues by these due dates, will start to accrue interest per the HOA's CC&R's. A reminder letter will be sent via email or paper to the HomeOwner that is delinquent showing the total amount owed. The delinquent HomeOwner has 30 calendar days to pay the amount owed in full. HomeOwners that become 60 days delinquent, will be sent a Certified Letter stating the dollar amount of Dues owed and be given another 30 calendar days to pay the amount owed in full. Failure to submit the full amount of Dues owed by the date stated in the letter, will cause the HomeOwner's delinquent account to be turned over to a Collection Agency.

HomeOwners that may have a short-term financial situation where they cannot pay their dues on time, are encouraged to reach out to the Board to discuss their situation and work out a plan with the Board as to when they can bring their Dues account current.
Craig ended his presentation by encouraging all HomeOwners to access the HOA Website to familiarize themselves with all the features to better communicate with the HOA for all concerns and keep abreast of OA news. Your feedback and suggestions will be considered to enhance the Website as we go forward.

Paul Boxleitner, our Vice President, gave a presentation on the HOA's Vison/Mission/Values and the responsibilities of each the Board and HomeOwners. To have a great neighborhood such as ours, it takes everyone doing their part and understanding what each of our responsibilities are. The Vision, Mission and Values statements can be found in detail on our Website in the drop-down menus.

Tanjer "Tanj" Gillard, our President, shared information on the Reserve Study and Reserve Account Funding. Tanj explained that Washington State passed a law in 2012 (RCW 64.38.065) that requires all HOA's within the State of Washington to complete a Reserve Study annually by a licensed Reserve Study professional. Every third year, the Study must include an on-site inspection by the Reserve Study professional. A Reserve Study inspects and evaluates the expected life cycle remaining of the HOA's commonly owned property. In our HOA's case, that includes entryway lighting, wiring, irrigation, fencing, brick pillars, brick entryway, trees, irrigation pumps and landscaping. In addition, the HOA's common property includes all the perimeter fencing, Community signs, irrigation, landscaping at Warren Park and the corner of Oasis and Country Club as well as four Mailbox clusters. A copy of the complete Reserve Study can be found and reviewed, in its entirety, on our Website.

The Executive Summary found in the Reserve Study suggested that the following items be addressed within the next two to three years. Wooden wing fence at the entryway, brick and mortar repair of all brick structures at the entryway as well as permeable sealing of all brick structures and community signs. This represents an estimated dollar spend of approximately $25,000.

Tanj also shared that the Reserve Study Executive Summary suggested that at this time the HOA should have $151,000 in our Reserve Bank Account which is separate from the HOA's Operating Bank account. Our current Reserve Account balance as of March 29th, 2025, is $12,500. Tanj also reported that in 2019 the HOA started contributing $2,400 annually to the Reserve Account. The contribution was increased to $6,000 annually in 2023 and will be increased to $10,000 annually beginning in 2025. In addition, any Budget under-runs at the end of the fiscal year will be rolled into the Reserve Bank account. These changes and actions constitute a more aggressive but common-sense approach to funding our Reserve Bank account within the next 5 to 7 years with minimal financial impact to our HomeOwners.

<u>2024 HOA Budget results were shared</u>. The HOA had a Budget overrun of $4,151.50 for calendar year 2024. The two main drivers were unpaid monthly Dues in 2024 totaling $1,817.29 and we experienced unexpected irrigation repairs at the entryway for a total of $2,414.50.

Regarding delinquent monthly Dues, Tanj reported, as of March 16, 2025, the total of delinquent Dues amounted to $5608.70. 38 HomeOwners are considered delinquent greater than 30 days in paying their monthly Dues - with 8 HomeOwners over 7 months delinquent, 5 HomeOwners 5 months delinquent and the remaining 20 HomeOwners are two months delinquent. This number of unpaid Dues and the amount of money owed is not sustainable by the HOA.

Our current operating expense checking account balance as of March 16th, 2025 is $13,415.11. The Reserve account balance as of March 16, 2025 is $12,516.87.

Article 5, Section 3 Paragraph B of the HOA's CC&R's states "The Dues amount charged to Members (HomeOwners) shall be established by the Board of Directors." So, before the Board set the Monthly
Dues amount for calendar year 2025, President Tanj called a special Board Meeting to discuss the finances of the HOA and reviewed ways to cut costs as follows:

1. The board met with DP Mayor Tim Verzal and reached an agreement that the City and the Deer Park RV Resort will contribute up to $2,500 each to the landscaping and maintenance of the entryway annually in that we all benefit from it. In addition, the City agreed to cap the Golf Course's portion of the HOA's assessment at the 2024 rates with the right to increase it in future years. That increase is tied to the Consumer Price Index per our CC&Rs. This news represents a $20,000 savings to the HOA in this year's budget. We want to thank our Mayor, Tim Verzal, for his help and leadership in securing these agreements.

2. 2025 Budget increases on each line-item were discussed and the reasons for the increase are as follows:

a. Reserve study annual requirement $1,600 - Mandated by the State of Washington.
b. Reserve Account annual contribution increased by $4,000 to more aggressively fund the Reserve Fund shortage.
c. Insurance Premium estimated to increase $2,000 over last year. Insurance rates are increasing, and we need to increase our Property Coverage and Cyber Liability Limits on the HOA's Insurance Program
d. Snow Removal increased by $2,000. To protect for 18 plow events which is normal for our winters rather than the 11 we estimated for 2024
e. Repairs and Maintenance increased $3,500 - Minor repairs and Oasis property refresh.
f. Technology and Communication increased $1,100 - Improved efficiency and access for our HomeOwners.
g. Utilities/Accounting/Postage slated to increase $500 each.

2025 HOA "Special Events" were discussed:

1. Golf tournament and dinner July 20th. 1:00 pm Golf shotgun starts at 1:00 pm with dinner to follow at 5:00 pm for golfers and non- golfers. Details to follow.
2. Garage sale weekend August 1-3. This is a city-wide event and well known for a big turn-out.
3. Oasis Park work party to refresh the property and add a bench. The estimated date to begin work is mid-May. Details to follow for those that want to help.

4. By-monthly dinner get-togethers. Every other month, we will secure a local venue for those that want to meet-up and have dinner together. BYOD (buy your own dinner). A great way to meet your neighbors and make new friends. Details to follow.

Lastly, President Tanj opened the floor for HomeOwners to voice concerns and ask questions. HomeOwners asked the Board to look into the following matters:

1. Inspect the entryway fencing for loose, bowing boards and repair.
2. Remind HomeOwners to pick up their dog “poop” when walking their dogs, and keep them on a leash.
3. Look into ways to add color to the entryway during the growing season to enhance the entryway.

Meeting was adjourned.