Deer Park Golf and Country Club HOA

2026 HOA Board Meeting Minutes 1-20-2026

The Deer Park Golf and Country Club Homeowners Association's Board Meeting was held on January 20th at 6:00 p.m. at the Deer Park City Council Chambers. Eleven homeowners attended the meeting. President Tanj Gillard opened the Meeting with a "Welcome" and introduced the Board Members. New to the team is Lori Smith who is the interim appointed Secretary replacing Gayle Swartman who just recently resigned after nearly four years of supporting the Board. We thank her for her contributions and support over the past four years.

Open Forum for Homeowners:

Concerns were expressed by homeowners regarding the future development of a strip/commercial mall on Helstrom and anticipated traffic. The homeowner had contacted the contractor and was informed that no traffic study was required or had been done. ***ACTION: Tanj will check with the Mayor, Tim Verzal and inquire about the need for a traffic study***

Paul Boxleitner, HOA Vice President has taken an active role in addressing the issue of speeding within the neighborhood and recommending radar/speed devices used to capture driver's speed. Tanj discussed with the sheriff earlier this year and also expressed his concern with the speeding issues in the neighborhood and inquired about the data collected with the speed radar devices. The data showed 29.8 was the average speed, meaning numerous drivers are driving quite a bit higher than the posted 25 speed limit. ***ACTION: Tanj and/or Paul will be contacting the mayor on this issue. With the addition of a fourth officer based in Deer Park, we should see additional support to help control the speeding issues.***

The question was asked whether a Strip Mall is still expected next to Bob Mart. The owner of Bob Mart, "Bob" who also owns the property, reportedly has no plans of selling or developing in the near future.

Homeowners expressed their satisfaction with the HOA Board and felt that the Board did a great job communicating with the homeowners. Benefits of a HOA includes communication, maintaining and improving property values, and neighborly support.

The open forum was closed.

Treasurer's Report:

Craig Barrile, HOA Treasurer provided an update on the Treasurer's report as of December 31, 2025. Current checking account $23,513.60 and an additional reserve balance of $20,050.86.

Old Business:

Entryway Brick Columns, Additional Pillars and Entry Signs. The entryway brick columns/pillars were constructed in 1995 and have never been cleaned or watersealed in the past 30 years to our knowledge. By law, the reserve study requires the HOA to document all property within the HOA for aging and maintenance including any safety issues.

Paul reported that the HOA is playing "catch up" on maintenance of much of our common property owned by the HOA. The entryway columns and fence columns along the entryway show signs of moss, lime build up and several of the "wings" at the Deer Park Entry signs on 6th and Country Club Drive are starting to separate from the main structures. This could eventually become a safety concern for the community and our children who wait for school buses at these corners. Once cleaned and sealed, the structures will be protected for at least seven years. This type of project is a strong recommendation of the Reserve Study, i.e. that all structures be properly maintained and repaired in a good and safe condition.

Tanj and Paul obtained three bids to clean and seal. All three vendors were well qualified and capable of performing the needed repairs. After their inspection, all contractors agreed that the maintenance was overdue, however for being 30 years old and exposed to direct weather conditions, they were in remarkably good shape. The bid included the front entryway brick monuments, 50 additional columns and the two Deer Park Entry signs located on the corners of 6th and Country Club Drive.

- Bid 1: Mountain High Masonry, Elk, Washington - $24,230.25 estimated, however to include all structures closer to $30,000
- Bid 2: Pioneer Waterproofing, Tigard, Oregon (local office located in Spokane) - $23,358
- Bid 3: A Plus Masonry, Spokane, Washington - $35,530

Note: Washington State Sales Tax is <u>not</u> included in the bid amounts referenced above.

Mountain View Meadows HOA has offered to provide funding equal to one quarter of the total cost.   The City has capped our monthly HOA fees to $15 monthly from each homeowner which will allow our HOA to more quickly build our maintenance/reserve account(s) that are eventually used to pay for these types of projects. ***ACTION: Tanj will reach out to the Deer Park RV Resort to seek additional funding for the costs.***

Additionally, the HOA will reach out to the new developer, D. R. Horton (32 homes on 6th Street) for their partnership on this project. A homeowner suggested we also contact Jason West of

West Brothers who are involved with the planning and development of the strip mall. ***ACTION: Tanj will reach out to West Brothers to propose a pairing with our HOA to support this project if needed.*** **Tanj made a motion to approve selecting Pioneer Waterproofing starting with Phase I in 2026 for approximately $9,981 with Phase II to follow in 2027 for the additional structures and the Deer Park Entry signs for an additional $13,477 to complete the existing structures totaling $23,358. The motion was seconded by Craig and approved by the Board.**

Warren Park Refresh:

D. R. Horton, the developer of Country Club Estates approached our HOA Board to provide financial assistance to the Warren Park refresh.   The developer paid for and constructed a retaining wall, added four trees and additional sod was added at a cost of $22,000. In Phase 2, the developer will install and finance the installation of a 4 foot black chainlink fence (fall/safety issue) on the top of the new retaining wall. Tanj reported that Warren Park has had no refurbishment since its initial installation in 1996. Many of the shrubs are dead or at the minimum, not very attractive, and the current benches are well worn with several sharp/jagged edges. The only maintenance performed thus far by the HOA is the limbing of some trees done by Cedar Ridge Landscaping this past year. The Oasis Park had a refresh in 2025 and Warren Park is now in need of a similar refresh.

The Board obtained a bid from Cedar Ridge for $15,282 which did not include a commercial grade picnic table (powdered coated aluminum/rust free, round in size) estimated at an additional $1200. The Board members all agreed that this price tag was greater than we could afford and that a smaller scope refresh of Warren Park could be completed at a lower cost, utilizing an HOA member work party and asking Cedar Ridge to obtain plants at a discounted price. The work party would need to consist of 6-7 homeowners, and the use of any machinery that is available to help with the movement/removal of dirt, rocks, plants, etc. We estimate that this would cost the HOA less than $5,000 and includes the price of the commercial grade picnic table. **Tanj**

motioned the Board for approval of this project with a budget not to exceed $5,000. The motion was seconded by Lori and the Board approved the motion for Warren Park refresh.

Annual Board Meeting:

The Annual Homeowners Meeting will be held on April 25, 2026 at 2:00 p.m. in the Community Room and the Deer Park Fire Station. Last year, the meeting was held in March and attendance was low with only 14 homeowners attending. Tanj inquired any suggestions for future annual meetings to increase attendance. It was recommended that we would have a better turnout if the meeting was held after Easter. The Board agreed and will schedule accordingly for future annual meetings.

Budget:

Craig reported that the HOA collected $30 per month in the first quarter of 2025 and $40 per month for the past three quarters of 2025 for a total of expected income of $111,900. Actual income was $109,301.00 due to some delinquent dues that were not received in 2025. Our 2025 operating budget was $92,990, and due to cost savings measures and prudent financial decisions, we spent $88,363.95 for an under run of $4006.05.

We increased our reserve funding by an additional $10,000 in 2025, giving us a total of $20,050.86 to close the year. Reserve funds may only be used for capital improvements or emergent repairs. Although our HOA has made solid progress, our latest Reserve Study recommended a balance of $173,527 to begin 2026. As such, we understand that it will take years to achieve a fully healthy reserve study fund but we will stay focused on making smart financial decisions to grow our reserve funding over time.

Craig is diligently working on trying to obtain delinquent dues from homeowners. We currently have 16 homeowners who are four or more months behind in their dues. This accounts for $7,950 in dues owed to the HOA. Craig is utilizing various methods to try to obtain money owed including certified letters to the homeowners, sending the account to collections (8 homeowners) and one homeowner now has a lien on their home. The collection agency receives 40 percent of any money they collect. To date, the HOA has received $900 in past dues from the collection company efforts.

Tanj added to Craig's report that the Board understands life happens, jobs can be lost, health issues can occur. We always try to balance collecting dues with compassion. Our initial contact with the homeowner is always offering our support and asking for ways we can help them.

HOA Dues Collection: There are numerous ways to pay your monthly dues.

Checks can be mailed or paid in person at Odynski Accounting, 17 S. Main Street, Deer Park, WA 99006.

Checks can also be mailed to our HOA P.O. Box 2311 Deer Park, WA 99006

You can also sign up via our website, deerparkgolfhoa.org for auto payments. Currently, a small service fee is charged to use this online payment service.

Homeowners can make such online payments using a credit card, or by arranging for an ACH payment from their bank/credit union account (this is the lowest fee option).

Border Fencing:

The HOA has an additional fence on the left side of the entry that borders on the backside of a home on Second Street. This fencing is our original wood fencing and is also in need of refurbishment. During the latest windstorm, a large portion of the fence blew down. After further inspection of the fence, all posts are rotten and were not placed in concrete when constructed. Based upon the cost we paid for the front entryway, we are estimating that this will cost $35,000 - $40,000 to remove the wooden fence and replace it with fencing to match the front entry. This is not a project that we have identified for 2026, but it needs to be in our budget in the near future.

New Washington State Law:

Tanj reported that Washington has a new law entitled Washington Uniform Common Interest Ownership Act (WUCIOA). This is a major step to standardize laws into one set of standards.

Highlights Include:

Fidelity Insurance is now required. The HOA currently has fidelity insurance but has a limit of $10,000 through Farmers Insurance Company. This is minimal and should be increased. Fidelity insurance covers the HOA and reimburses if any of the Board Members who have access to the banking accounts commits embezzlement, securities, property fraud or computer fraud. We have two Board Members who have access to the bank accounts, Tanj and Craig. **Tanj motioned to increase the fidelity insurance from $10,000 to $200,000 at a cost of $200 a year. Craig seconded the motion and the Board approved the motion for the increase of fidelity insurance.**

Ability for the HOA to Function/Act. The new law also states that the Board can only approve budgets, projects, and procedural changes during an open board meeting. The HOA is required to send out written notification of all board meetings, 14 days prior to the meeting. Prior to January 1 2026, the Board had the ability to pass motions in between meetings in order to not have to wait quarterly to make changes. Starting in

2026, the Board can implement projects and procedural changes that are previously approved at an open board meeting. **Tanj motioned the Board to meeting every other month to ensure delays are not caused by this new law. Paul seconded the motion and the Board approved the motion to increase the frequency of the Board meetings to every other month.** ***ACTION: The Board will send out the dates of the scheduled board meetings to homeowners.***

Reserve Study is now required. We have already enacted annual Reserve Studies.

CC&Rs Updated: Our CC&Rs will need to be updated to meet all requirements of this new law. Once they are updated and approved they will be filed with the county. A cost will be involved for the filing. We have until January 1, 2028 for full compliance.

2026 Budget Review: Handouts were provided. Tanj explained the cost for each item listed on the spreadsheet. One of the cost saving measurements implemented for 2026 is the cap from the City/Golf Course. They will only charge us $15 per homeowner per month. If the need arises for the Homeowner dues to be increased, the additional funds would be retained by the HOA and not be split 50/50 with the City/Golf Course. For 2026, this allows us to increase the reserved funding to $15,000 per year. **Tanj motioned to approve the 2026 budget. Paul seconded the motion and the board approved the 2026 Budget.**

2026 Cost Savings Plan on Postage

Out of 250 homeowners, 170 homeowners have provided the HOA with their email address. If we can convert the 170 homeowners to utilize the email communication instead of mailings via USPS, we can save approximately $1000 a year in mailing fees. It has been reported that the HOA email could go to your spam/junk folder. If this occurs, homeowners simply identify the email in those folders as not spam and from that point forward, emails will appear in your inbox. Paul added we would also save the cost of paper and envelopes. ***Action: Lori will reach out to homeowners we have on file to get a count of who is willing to get all HOA billing and communications via email.***

Opportunity for Annexation. D.R. Horton, the builder of the new homes on 6th Street (County Club Estates) has expressed interest in joining our HOA vice setting up an individual HOA. By annexing Country Club Estates with our HOA, it will provide us an additional $15,380 in annual dues collected(once all homes are built/occupied). Additionally, homes and properties will be held to the HOA standards already established. D. R. Horton will be taking on the project/building beginning in April 2026.

To annex Country Club Estates into our HOA we need to have 165 homes/66 percent approve the annexation. There are no perceived negative impacts of annexing Country

Club Estates and this will likely be our last chance to increase the size of our HOA.. The other new developments in the community are all being annexed into Mountain View Meadows HOA.   This is a unique and beneficial opportunity to provide additional support, property stability and financial boost to our budget. This annexation will help us to keep our dues stable and help limit the need for special assessments for projects as we did in 2024 for the entryway fencing and lights.

Homeowners will have two ways to cast their vote:

- If you have an email on file, you will receive an email on January 21 with information about the annexation and ballot information. You only need to reply to the email with a Yes, I agree to the annexation.
- For those who do not have an email on file, you will receive a packet in the mail that includes annexation information and a ballot along with a self addressed stamped envelope to return your vote to the HOA. We have 80 homeowners who do not have an email address on file. Packets will be mailed out via USPS on January 21.

Pet Waste Stations. Paul has researched adding one pet waste station within our neighborhood near Warren Park. The cost would be minimal, approximately $300. Once installed, the only additional cost to the HOA would be the cost of the waste bags. **Paul motioned to approve the installation of a Pet Waste Station. Tanj seconded the motion and the board approved the purchase and installation of one pet waste station near Warren Park.**

The meeting was adjourned at 7:45.