



Meeting Minutes

July 11, 2019

The scheduled Board Meeting for the Deer Park Golf and Country Club HOA was held on July 11, 2019, at the Deer Park City Hall at 316 East Crawford Street in Deer Park, WA. Present, and constituting a quorum, were Board Members: Alan Bain, Pat Dexter, Keith Erkenbrack and Dan Tucker.

Alan Bain called the meeting to order and presided as Chairman.

MINUTES: It was moved by Dan Tucker, seconded by Keith Erkenbrack, and the motion carried (4-0) to approve the April 25, 2019 Board Meeting Minutes as written.

NEW BUSINESS:

Insurance: Dan presented a notification from the association's insurance carrier, Nationwide Mutual, stating they were raising our annual premium \$1248, a more than 30% cost increase. He then presented two competing quotes based on the same level of coverage, which he had acquired at Alan's direction. The board then went over the pros and cons of each to determine which offered the most cost-effective coverage. After a brief discussion, Alan moved that we accept the quote from Farmers Insurance for our basic coverage, to be paid monthly, but without adding the umbrella policy Farmers offered in their quote. The motion was seconded by Keith Erkenbrack and was carried (4-0).

RESOLVED, that on motion duly made, seconded and carried, the association's new liability insurance carrier will be Farmers Insurance. Dan Tucker is to follow-up with agent who provided the quote to finalize the required agreement. Dan will also notify Nationwide Mutual, and State Farm, the other carrier who submitted a quote, of the board's decision.

Legal: The board discussed the status of our current delinquent asset recovery program. Dan noted that the association attorney has sent collections letters to the four homeowners who have surpassed the twelve-month aged delinquent criteria set by the board to prompt legal action. Dan presented copies of the letters but noted an error had been discovered in the amount of interest listed on each which prompted a follow-up billing to correct the amount owed. Dan also presented a copy of the billing letter that corrected the error, and a copy of the current list of delinquent accounts with updated amounts owed for each. A discussion ensued about the reason for the error. Dan took responsibility for the billing error and for the corrective action. Dan then brought up the issue of the cost of our collection activity. He noted that the cost on a per homeowner basis of having four accounts in the collections process at once is significant, and he noted that there are more delinquent accounts nearing the action required criteria. Dan reminded everyone that the association must carry all up-front legal costs until such time the delinquent amounts are paid in full. His concern was what effect the continuing cost of legal action against multiple properties at the same time is having on the budget. He noted that the four delinquent accounts that are currently in collections have a 30-day window in which to pay the full amount owed. He noted that if they fail to pay within the 30 days, additional action will be required, and at an additional cost. Dan suggested we pause taking action against additional homeowners until we determine the results of our current action. After a brief discussion, Alan proposed that we amend the delinquency policy to include a cost savings stipulation where we still take legal action according to the criteria previously set by the board, but we take action on violators one at a time, and only after we have recovered funds from at least one of the delinquencies already in legal collections. The motion was seconded by Pat Dexter and was carried (4-0).

RESOLVED, that on motion duly made, seconded and carried, the association's policy of taking legal action to recover delinquent assessment accounts that have aged at least 12 months, is to be amended to include a stipulation that in the future such legal action will be limited to one account at a time, and that such activity is to be delayed if there are already delinquent accounts in collections, and remain on hold until such time the action against at least one of the accounts has been resolved, and full payment has been received. If there are no outstanding in-action delinquencies ahead, then legal action is to proceed normally.

New Business Round Table:

CCR Violations: Dan noted that Alan has been regularly checking for our community for violations of the Amended and Restated Declaration of Covenants, Conditions, Restrictions and Easements, then creating a list of those who need to be reminded of the rules. Dan then presented a sampling of letters being sent to homeowners at Alan's direction and under his signature. He noted that 24 such letters were mailed in the month of June with some positive results. He did mention that there are some homeowners who have failed to abide by the letter, and asked Alan if he was considering issuing fines to those still noncompliant, and inquired about the process contained within the covenants to do so. Alan said the issues is ongoing and he will call the required meeting to issue fines when required. After a brief discussion, the issue was tabled. Issue is ongoing. Alan to follow-up.

Warren Park: Keith mentioned the flower beds at our Warren Park common area, and noted that they need attention. He also mentioned the vacant lot at the end of North Country Club Drive, also a common piece of property, is overgrown with weeds and needs attention. Alan noted that Chris from CR Landscape is responsible for upkeep of all parks. He announced he will have Chris take the appropriate action at Warren Park. Alan then let the board know that Craig Schuh, of the Deer Park Golf Club, has been mowing the vacant lot on North Country Club Drive, and he has agreed to continue to do so at not cost. Alan also noted the leaning mail box located on the lot's curb belongs to the Golf Club and that Craig is also going to have it repaired and made upright. After a brief discussion, the issue was tabled. Issue is ongoing, Alan to follow-up.

OLD BUSINESS:

Budget: Dan Tucker noted he and Alan now have access to the association bank account and he is able to monitor spending. He shared the latest budget versus actuals report based on the current check account balances, and noted it was for 2019 through June. He noted our income is on a normal tract, and our spending is running a bit above budget but is following a similar tract as past spending and ended up within budget at years end. He noted we still have some process issues to address with Odynski's Accounting and Tax Services. He believes they are bulk depositing assessments without noting the source making it impossible to determine who has or has not paid. He noted the yet to be signed written agreement will address the problem. Issue is ongoing, Dan to follow-up.

Website: Dan Tucker presented the 2019 usage report through June, which shows the number of visitors who view the website each month. He noted he can also track which pages are visited most and use the data to post interesting material to bring viewers back. He mentioned that the site had gone down more than once last month and with the help from the provider's online support desk, he was able to determine the issue was based on stored data reaching the allowed maximum. He was able to correct the problem with some data mining and regular housekeeping of stored data. Issue is ongoing, Dan to follow-up.

Odynski's Accounting and Tax Services: Dan noted other than the issues already discussed, the only other issue is new checks with two signatures need to be ordered. Issue is ongoing, Dan to follow-up.

Records: Dan Tucker again noted he continues to develop the list of missing association documents (covenants, amendments and agreements) that reside in county records. He noted he still needs to visit the county court house to verify some of the documents he has identified in his online search. Issue is ongoing, Dan to follow-up.

Shared Operation Expenses: Follow-up, Alan Bain noted that he and Dan attended a meeting with the city on July 3rd. Present was the mayor, the general manager, the city attorney, the operator of the golf club, and the president of the other homeowner's association. Dan noted the city will not agree to enter any agreement with an ongoing fiscal debt. They are willing to look at helping us with individual projects if legally allowed. Alan noted the city may be able to pay the water and electric bill for the entryway. Alan noted that the president of Mountain View Meadows HOA is taking the issue to her board to determine if they will accept paying a quarter of the bill for maintaining the common properties. The attorney had pointed out at the meeting that the section of Mountain View's CCRs that state a four-way split between them, us, the city as owner of the golf club, and the owner of the RV Park is invalid and nonbinding since it was never signed by anyone from any of the other parties. After a brief discussion, the issue was tabled. Issue is ongoing, Alan to follow-up.

Old Business Round Table: .

Entry Fence: Dan once again mentioned the condition of the entry fence. He noted it's in terrible condition. Alan Bain mentioned the city had said one of the possible projects they could help with is to possibly purchase the material and we pay for the labor to replace the panels between the brick light posts. During the follow-up discussion, Dan mentioned we should get cost estimates from a fence company. Alan noted it should be from several companies for comparison. After a discussion and vote, it was decided we are to get quotes from several fence companies. Issue is ongoing, Alan and Dan to follow-up.

Leaning Posts: Keith Erkenbrack inquired about the two corner light posts on the north end of the entryway, both of which are leaning badly. Alan noted that the company that is developing the adjoining property has said that if we remove the attached fence panels from each post, they will have a crew straighten them at no cost. Issue is ongoing, Alan to follow-up.

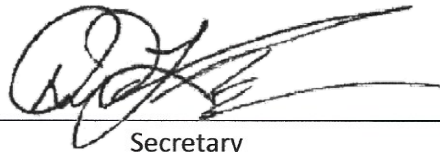
Perimeter Fence: As a related issue, Dan mentioned the development's perimeter fence to the west of the leaning post which is made of the same material as the entry fence, and it borders the backyards of several association homes. He noted that since the fence is the association's property, and that we are responsible for keeping it repaired, and with the adjoining property is being developed, we should explore our options concerning its replacement, or if need be its repair. After a brief discussion, which included some disagreement as to whether we are or are not actually responsible for this fence, it was decided that we will inspect the fence along the adjoining vacant property and report back to the board for further discussion. Issue is ongoing, Alan and Dan to follow-up.

Next Board Meeting: The next board meeting is to be held on October 17, 2019, at 7:00pm, at in the Deer Park City Council Chamber, in the Deer Park City Hall, located at 316 East Crawford Street in Deer Park, WA.

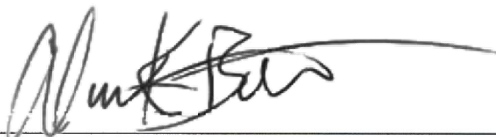
No other old issues were discussed.

There being no further business to come before the board, and on motion duly made, seconded and carried, the meeting was adjourned.

Dated: July 12, 2019.


Secretary

ATTEST: _____


Board Member