

**Deer Park Homeowners' Association
Board Meeting
October 5, 2010
Minutes**

The meeting was called to order at 7:15 p.m. at the home of Lonnie and Patty Pacelli. Also in attendance were Dave McNear, Dan Kostomay, Andrew Drapp, Michael King, Kristin Pingree and Jenny Douglas.

Fines for Violation of CCREs

Dave researched fine structures for other neighborhoods. Klahanie has a \$100 initial fine and \$15 per day thereafter. Heritage Hills turns fines over to collection agencies. Klahanie funds a large board and a hired maintenance liaison. Deerfield has pictures of roof shingle samples on their website, as well as links regarding rules on boats, campers, parked cars, etc.

Lonnie said any fines have to have follow-up and someone has to administer them.

Kristin said Columbia sends first letter as a warning. Fees increase with each letter. Collection company takes 33 percent of fees. All violations are charged the same fees. Fees are charged for violation of CCREs in increasing increments of \$25, \$50, and \$100.

It was noted that any fine structure must be voted on by homeowners, and adequate notice must be given, with an opportunity for homeowners to express any concerns or feedback.

Dave suggested putting boat storage sites on the Deer Park website.

Michael said Summer Ridge has three levels. Notice, 2nd notice, fine, late fee of \$25 assessed, sent to collections. He said it must be fair, reasonable and consistent. Lonnie suggested using the same fees as Summer Ridge.

Kristin said that homeowners in violation need to at least respond with a plan to keep from getting fined.

Seventy percent of homeowners are required to make an addendum to the CCREs. E-mail vote would be acceptable.

Michael will send the Summer Ridge structure to the board. Michael will put CCREs in a format that can be searched. Dave will put together various CCRE "hot buttons" that will be on the website (the skeleton of the amendment).

At the annual meeting, the homeowners will be informed of the planned new fee structure. The amendment must be recorded with the county and reviewed for legal accuracy. The vote will not be taken at the annual meeting, but by e-mail.

Maintenance

Jenny and Michael are still trying to meet with Lane, and trying to find out how often he does various needed landscaping tasks in the common areas. Lane admitted that he had neglected some areas. Jenny has noticed some trails are overgrown. Lonnie suggested that Lane be told

that the contract is being put out to bid in the next fiscal year. Tell him that there will be a walkthrough with him and he should give his best price. Jenny would like to add trimming trees, and retention pond to common area landscape duties. Expiration of Lane's current contract is October 1. Lonnie will send Lane an e-mail stating that the board will be getting other bids for the next year's contract. Jenny and Michael will contact him about walkthrough and a quote. A decision will be made by January regarding which landscape company Deer Park HOA will use. Beginning October 1, Lane's services will be month to month until the decision is made.

Michael said the curb-number painting company will repaint. It probably won't happen until the spring. Michael is still in contact with him.

Lonnie proposed that Jenny and the committee get as much value as they can for \$912 currently being paid to Lane. Leave budget amount the same, unless more is needed. The board can decide to reallocate.

FY 11 Initiatives

Arborist Inspection - \$1,000 carried over
Legal Review - \$1,000

Michael would like to hire Lane to clean the mailboxes and check for rust. This will be included in the general walkthrough for his contract, but will be bid separately. Lonnie will include an item in the budget for mailbox touchups of \$500.

Fall Dumpster Days

This year we spent \$2,528 for both dumpster days. \$3,500 was budgeted.

Dumpster day will be November 6. Michael will send notifications to homeowners and schedule the dumpsters.

Budget

Income - \$104 less off of plan, due to interest miscalculations. Administration was \$0 because of no dues notices being mailed. Paypal worked well. Half of homeowners used Paypal.

No website expenses. Never got a bill for P.O. box from Mailpost. General liability insurance went down.

Favorable net income of \$4,200. Pulled about \$900 from reserves. \$9,410 in checking and savings.

Income statement for FY 2011 assumes dues will stay at \$125 per year. Interest income for CD will be \$150. Will pull \$3,000 from reserves. Taxed on interest income, not dues. Administration budgeted \$50. Paypal amount was assuming 100 people would use it.

Recording fees will go up to record the amendment.

Lonnie will send a revised version of the budget.

Board Member Rotation

Patty, Lonnie and Dan Kostomay are rotating off the board. Ann Kading will be new treasurer. Open positions are President, Secretary and one ACC position. Ideally, terms should be staggered, so there is never a completely new board.

Kristin suggested letting people know that we are in need of officers and if we can't get people to serve, we will need to outsource the homeowners association.

Lonnie suggested jobs don't all fall on ACC. Broadcasted e-mails have gotten good responses. Board members should all take part in giving opinions and helping resolve issues.

Michael said there should be a board member assigned to send out letters, possibly the secretary.

Annual Meeting Agenda

Financials - Lonnie

Fee Structure Plan – Kristin

Elections – Lonnie will send an e-mail about open positions.

Deerfield website is <http://www.deerfieldsammamish.com/>

Annual Homeowners meeting will be Wednesday, November 10. Michael will check on Fire Department and Smith. Stephanie McNear will check with McAuliffe. Andrew, VP will run the meeting.

Meeting was adjourned at 9:00 p.m.

Submitted by Patty Pacelli, Secretary