

DECEPTION PARK VIEW ASSOCIATION

P.O. Box 2446, OAK HARBOR, WA 98277

MINUTES OF THE ASSOCIATION BOARD OF DIRECTORS MEETING JANUARY 23, 2020

1. Call to Order

President Greg Johnson called the meeting to order at 6:35 p.m. at the President's residence (5006 Deception Circle). Present at the meeting were: Greg Johnson, President; Kathleen Johnson, Treasurer; Mel Miller, Secretary; Jack Smith, Water Manager; Jason Newkirk, Special Projects Coordinator and Claud Linn, lot owner.

2. Review and Approve Minutes of November 19, 2019, Board Meeting

Board members reviewed the minutes. Jason motioned to approve minutes as submitted, Mel seconded the motion and the motion carried with no objections.

3. Water Management Report

A. Engineer Status/Update - No update at this time.

B. Navy Water Testing Update - No update at this time.

C. Water Connection Lottery Letters – Discussion occurred regarding the envelope stating that there is time sensitive material inside. Mel agreed to hand write a communication on the envelope to try to prevent residents from thinking it is junk mail. Discussion had about new construction having low flow fixtures installed. Jack mentioned the water usage per household average went down when the tiered billing system went into effect. Jason and Mel vocalized concern over long term water availability in regards to new construction.

4. Financial Report

A. Current Status - Kathleen updated board members on the association's current financial status. The ending balances with Washington Federal Savings are as follows: Water Account total is \$15,091.27; CIP Account total is \$87,846.88; and the Community Account total is \$12,181.22. The water banking log shows a deposit in error by King Water Company. Kathleen will correct dates to reflect current year 2020.

B. Water connection Funds – Kathleen went to Washington Federal to set up separate accounts. She was denied so she moved the water connection money to the CIP account. This will benefit the community financially as it is an interest-bearing account. Mel will be a signer on the account. Scott Pyke is no longer a signer. This was approved by all board members.

C. HOA Annual Dues Report - Green highlighted areas indicate either an account credit or exempt status. Yellow highlighted areas indicate that payment is not likely. There are 2 outstanding accounts currently.

D. Financial Audit - Kathleen reported that the audit has been finalized and the accounts are deemed to be in good standing. The bill was reduced to \$300.00 and will remain so in future years. The previously billed \$450.00 fee was billed in error per NW Bookkeeping.

5. Special Projects Report

A. Tank Ground Maintenance-None currently needed.

B. Generator and Propane Tank Maintenance-Jason reports the propane level is adequate and will plan on refilling this summer when rates are lower. Servicing of the generator will occur in the summer. The Board will revisit topic in May meeting to discuss quarterly PM checks and one annual test each summer.

6. Covenants and By-Laws Committee Report

A. Covenants/Bylaws Enforcement Report - The following items have been addressed since the last meeting.

- Vacant lot owners were sent notice about overgrowth on lots, they were given until January 20th to comply. Kathleen will do a follow up survey. There has been overall progress, but a few owners are still out of compliance.

B. Architecture Committee – Kings Men Construction clarified building plans. No variance needed for height of construction. Board voted to approve his structure with a noted correction of no more than 13 feet due to height restrictions.

C. New Resident Report - No new residents per KWC reports.

7. Old Business

A. Community Park Planning/Construction Status – Minutes from last meeting on November 5, 2019 reviewed. Official structure design plans are needed for submittal. Jason and Kingsmen Construction will collaborate for the pavilion 30X30 structure. The next meeting is scheduled for February.

B. USDA Loan Meeting with Darla O'Connor -Determination made per USDA loan officer that the HOA is not billing adequately for water to secure a loan. A rate increase is recommended. The sooner we apply, the lower the APR will likely be. The President, the Water Manager, and the Treasurer will need to acquire level 2 access. Mel vocalized concern that residents will need as much advance notice as possible for a rate increase.

C. Water Access for Cranberry Drive Lot – Lot owner needs to be in compliance with all legalities before further discussion on topic, then the board will revisit.

8. New Business

A. Community Park donations - Jason's employer will match what Jason donates.

B. Annual cleanup day – Will pick date next meeting.

C. Special meeting for height restriction variance vote - Will discuss at annual meeting.

D. Increase water rates – USDA recommends a \$60-65 dollar per month total increase. The Board discussed raising the rates to \$60/month (\$120/billing cycle). Kathleen will put this in the February newsletter. This does not require a vote of the membership.

Discussion about recent water line breaks. KWC will need to be paid and then reimbursement received from PSE.

E. Increase annual dues – Will discuss at next meeting.

9. Set Next Board Meeting Date/Time

Next board meeting will be held Tuesday, March 10, 2020, 6:30 p.m. at the President's residence, 5006 Deception Circle.

10. Meeting Adjournment. Kathleen motioned to adjourn the meeting. Jack seconded the motion. Meeting adjourned at 8:30 p.m.