

# DECEPTION PARK VIEW ASSOCIATION

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## MINUTES OF THE ASSOCIATION BOARD OF DIRECTORS MEETING AUGUST 9, 2021

### **1. Call to Order**

President Josh Blee called the meeting to order at 6:35 p.m. by phone and in person. Present at the meeting were: Josh Blee, President; Greg Johnson, Vice President; Kathleen Johnson, Treasurer; Brenda Meier-Walma, Secretary; Matt Butler, Special Projects Coordinator; Melonie Miller, Hospitality Coordinator; Sallie Blackstock, Water Manager was absent. Guest: Claud Linn.

### **2. Review and Approve Minutes of May 10, 2021, Board Meeting.**

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

### **3. Review and Approve Minutes of June 25, 2021, Annual Meeting.**

The covenant change for height restrictions was reviewed. It has been determined that a form will be created by Brenda that residents wishing to build a structure on their property can have their neighbors fill out that they agree with the build, and that the new build is not going to block their water view.

Water shares were discussed and the process when an annual meeting lottery winner declines the water connection. One of the 2020 water connection winners declined their connection due to septic failure, that water connection was not automatically given to the next person on the list, which would have been Mr. Fakkema because there were only six applications. The Board will discuss and create a process going forward.

There were no water connections given in 2021 because the water manager requested a moratorium until we can analyze the impact to our aging system. Claud asked if we would have a water connection lottery in 2022 and that decision has not been made because we are waiting for data from the aquifer troll.

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

### **4. Financial Report**

**A. Current Status** - Kathleen updated board members on the association's current financial status. There are no outstanding bills. The ending balances with Washington Federal Savings are as follows: Water Account ending balance is \$10,453.62; CIP Account total is \$175,084.11; and the Community Account ending balance is \$9,813.92.

**B. HOA Annual Dues Report** – Kathleen discussed that the dues bill will be sent out this month and will be separate from the water bill.

**C. USDA Loan Status** - The question of how much money exactly needs to be saved up to acquire the loan. Kathleen said she will get back in touch with the people who oversee the loan process

and get a number. This will continue to be discussed at board meetings going forward. The USDA loan is still pending due to waiting for the engineer's preliminary report.

**D. Financial Records Audit** - Kathleen asked the board for permission to take financial reports from the last year to an independent auditor for a yearly audit. Brenda motioned to approve, and Melonie seconded it and the motion carried with no objections.

## **5. Water Management Report**

**A. Aquifer Measuring/Installation** – No update was made at this time as the water manager was absent. Josh volunteered to follow up with King Water Company on the status.

**B. Water Meter Replacement Schedule** - No update at this time as the water manager was absent. Kathleen reported that Sandra from King Water Company has not responded to her email about it.

## **6. Special Projects Report**

**A. Tank Ground Maintenance** - Matt said it looks good but is concerned that there are some blackberries growing through the fence at the well house area that the neighbor on the other side needs to be made aware of before they cause damage to the fence. Also, some cement blocks have been thrown over the fence and need to be taken care of. We discussed having the homeowners maintain their sections of the access road, Kathleen took this for action.

**B. Generator and Propane Tank Maintenance** - Maintenance of the generator was discussed. A person who can do this work before the winter storms will be located. The propane tank was discussed, and the level of propane in the tank. This will be investigated, also the question was brought up if the propane company can do an autofill program where they monitor the tanks level. Kathleen said she will contact the company and ask.

## **7. Covenants and By-Laws Committee Report**

**A. Covenants Enforcement Report** – Eleven violation letters were sent out to various property owners and/or residents in July for various violations including overgrown blackberries, grass, and weeds, and hazardous trees. We also discussed a resident potential having construction done without approval. The deadline to have the violations remedied is August 28, 2021. In addition to these letters, two residents were notified that there is no living in a recreational vehicle for longer than two weeks in the community per our covenants, but they can request an extension. One resident has requested an extension and the board approved.

It was brought to the attention of the Board that there has been some graffiti appearing in the neighborhood. Kathleen said she would contact the Island County Sheriff to see if they want to take pictures of it for their files. Clean up was also discussed, but no resolution was made. Kathleen said she would go to Home Depot to research and purchase a product that removes graffiti.

**B. Architecture Committee** – The height restriction in place for certain lots was discussed. As stated in the Covenants the height of a building cannot exceed a specific number of feet based on what lot the structure is on. This is to ensure that other residents still have a water view. This was also discussed at the Annual Meeting in June. A form will be made for residents to use

who wish to build a structure and/or improve an existing structure to ask neighbors if their water view is going to be impacted, and if they agree to the elevated building height.

C. Revised Covenants - Kathleen said that the revised Covenants have not been recorded at the Island County Records because they must be signed by both Josh and Kathleen with a notary.

D. The possibility of adding/amending the Covenants to include verbiage concerning vacation rentals in the community was discussed. This will be reviewed at a future meeting.

## **8. Hospitality Report**

A. New Resident Report – Melonie reported that she dropped off two new resident packets to new neighbors and had made limited contact with one of the new residents.

B. Annual Neighborhood Cleanup Day - A neighborhood cleanup day was discussed and will possibly be set in April between the 18<sup>th</sup> and the 25<sup>th</sup>, with the theme being Spring Cleaning. The possibility of having a dumpster was also discussed. Further plans will be discussed in the future.

## **9. Old Business**

A. Community Park Panning/Construction Status - The current building progress for the park is at two completed pavilions with another scheduled to be completed at the August 14<sup>th</sup> Community Park Workday. Josh mentioned that he would like to see the structures stabilized at their base, and the possibility of moving some of the larger rocks to achieve this. Melonie brought up the idea of having a children's project where kids of the neighborhood could be involved. Possibly with designing and making a playhouse. This will be discussed further at a later time.

B. Adding New Cranberry Drive Resident – The residents are currently working with Island County and a real estate attorney. At this time, they have not paid the community fees to be added, and therefore have not been added.

C. Community Park Donations - The community park fundraiser is taking donations to further its progress towards a completed park. It was discussed that this information be added to the community Facebook page, and the possibility of adding a donation function to the site. Claud Linn has offered a generous donation of \$250 to be used towards the ongoing development of the park.

D. Resident Contact Forms - Still need to add the forms received at the annual meeting. Kathleen stated that this responsibility will be turned over to the secretary in the future.

## **10. New Business**

A. HOA Board Member Job Descriptions and Responsibilities - Because there are now new HOA Board members, the job responsibilities were reviewed. Kathleen printed off hard copies of everyone's job description so there would be no discrepancies, and so all questions could be addressed.

It was discussed that every position on the board should have an alternate person who is aware of the responsibilities and can step in if a situation occurs where the actual board member is unavailable to perform their duties listed in the job description for their position.

Another topic of discussion was for board members to lose their water bill benefits for the billing cycle following an absence from board of director meetings if their absence was not approved by the president. This will be further discussed at the next board meeting.

B. Annual Meeting Concerns – This was discussed above under the annual meeting minutes. It was also discussed that a lot owner seeking a water connection should have to provide a positive perk test for their property in order to enter the water connection lottery. This will be discussed at a future meeting.

**11. Set Next Board Meeting Date/Time** - Next board meeting will be held October 11, 2021, at 6:30 p.m. at the Vice President's house, 5006 Deception Circle.

**12. Meeting Adjournment** - Meeting adjourned at 8:15 p.m.