

# DECEPTION PARK VIEW ASSOCIATION

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4997 DECEPTION CIRCLE, OAK HARBOR, WA 98277

## MINUTES OF THE ASSOCIATION BOARD OF DIRECTORS MEETING JANUARY 10, 2022

### 1. Call to Order

President Josh Blee called the meeting to order at 6:35 p.m. Present at the meeting were: Josh Blee, President; Greg Johnson, Vice President; Kathleen Johnson, Treasurer; Brenda Meier-Walma, Secretary; Sallie Blackstock, Water Manager via Zoom; Matthew Butler, Special Projects Coordinator; and Melonie Miller, Hospitality Coordinator. Guests in attendance included Claud Linn and Fara Butler.

### 2. Review and Approve Board Meeting Minutes from November 8, 2021

The Board reviewed the minutes, Kathleen Johnson motioned to approve the minutes and Josh Blee seconded the motion and the motion carried with no objections.

### 3. Financial Report – Kathleen Johnson, Treasurer

A. Current Status – Kathleen reported there are no outstanding bills. The ending Balances with Washington Federal Savings are as follows: Water Account ending balance is \$9,763.22; CIP account total is \$180,129.01; and Community Account ending balance is \$15,745.09.

B. Future Outlook – Kathleen reported that due to engineer costs in November and December, we did not deposit money into the CIP account in November per board approval via email. We are still waiting for the aquifer troll expenses from King Water Company, which may prevent us from depositing money into the CIP account for January. Board approved to waive the deposit if necessary.

### 4. Community Water System Replacement Report – Kathleen Johnson and Josh Blee

A. USDA Loan Status – The Board is still waiting for the preliminary engineering report to finalize the USDA loan application.

B. Engineering Preliminary Report Status – Kathleen reported that we have not received the preliminary report; however, she did receive an email on January 5, 2022, stating the drinking water principal, Jeff Tasoff, was doing the final report review.

C. Engineering Bids – Sally Blackstock motioned to table this item until the Board receives the preliminary report. Josh Blee seconded this motion and it carried.

### 5. Water Management Report – Sallie Blackstock, Water Manager

A. Aquifer Measuring/Installation Status – Sallie said that the aquifer troll hasn't been installed yet. Kathleen noted that she received an email today, January 10, 2022, from Sandra stating they would be installed in early January.

B. Water Meter Replacement Schedule and Installation of New User Meters – Sallie recommended we table this until we have a new water system management company.

C. Aeration System Installation – Sallie recommended we table this until we have a new water system management company.

D. Community Water Management Company Bid Review and Vote – Sallie motioned we accept the contract proposal from Whidbey Water Services as no other bids have been received. Josh Blee seconded the motion and the motion carried. Sallie will inform both companies.

## **6. Special Project Report - Matthew Butler, Special Projects Coordinator**

A. Tank Grounds Maintenance – Matt reported that due to winter there is no regular maintenance particularly with the recent snow.

B. Pumphouse Repair and Pest Control – Kathleen met with Absolute Pest Control today and accepted their bid to provide pest control and they can begin treatment this week with board approval. There was only slightly more damage to the insulation from December. Josh Blee motioned to accept their bid, Greg Johnson seconded, and the motion carried.

C. Tank Grounds Clean-up and Building Restoration Workday – Matt noted that the board agreed at the November meeting to add the cleanup of this area during the scheduled Annual Neighborhood Cleanup event from April 18-25. Sallie Blackstock volunteered to see if the high school woodshop teacher would be willing to rebuild the smaller structures as a class project, we would pay for all the supplies.

D. Community Park Planning/Construction Status – Kathleen provided the minutes of the November 29, 2021, Community Park Planning Team meeting and briefly discussed the plan for 2022. She also provided the Community Park Annual Report update and noted that the firepit was installed on December 3, 2021, in preparation for the “Meet Us at the Park for Holiday Cheer by the Fire” event on December 11th that was cancelled due to inclement weather. Kathleen also noted that the third picnic table was purchased and assembled in December. She requested everyone mark their calendars for March 12th, the first workday for 2022.

## **7. Covenants and Bylaws Report – Kathleen Johnson, Chair**

A. Covenants Enforcement Report – Kathleen provided the updated Covenants Enforcement report. Enforcement letters went out in the months of November and December. Kathleen reported that the meeting in November with the noncompliant owner for the access road went well.

B. Architecture Committee – Kathleen reported that no architectural requests have been submitted.

## **8. Hospitality Report – Melonie Miller, Hospitality Coordinator**

A. New Resident Report – Melonie reported that no new residents in the community.

B. Annual Neighborhood Cleanup Day – Melonie will coordinate renting a dumpster for the annual neighborhood cleanup for the week of April 18-25, 2022.

C. Community Park Donations Status – Melonie reported no additional donations have been received except the \$250 from Kings-Men Construction.

## **9. Old Business – Josh Blee, President**

A. DPV Newsletter – The newsletter responsibility has been turned over to Melonie Miller. Kathleen noted the newsletter should be sent to the water company by the 25th of each odd month so that it can be mailed out with the Community’s water statements every even month.

B. DPV Website and Facebook Page / Open Webmaster position – Jordan Walma volunteered to be the webmaster; however, he was unable to meet with Darla Pyke before she moved in December. Kathleen is currently managing the website and would be happy to train Jordan at his convenience. Currently Kathleen, Melonie and Greg are the Facebook page administrators.

C. 2022 Water Lottery – Vote on Rules, Fees and Letter to Eligible Lot Owners – Kathleen revised the rules from the 2020 lottery based on the November meeting feedback and will update the letter to provide at the March meeting for approval. Water connection fees were discussed. Kathleen Johnson motioned that we keep the water connection fee at \$15,000 and Josh Blee seconded, motion carried.

#### **10. New Business – Josh Blee, President**

A. Process for Approval of Association Business Between Meetings – Josh opened the meeting for discussion. The Board decided that an email could be sent with appropriate subject line and members were expected to respond within two days. More urgent matters might warrant a text message or phone call.

B. Annual Meeting Resident Announcement – Kathleen provided the draft annual meeting resident announcement with items highlighted that needed board resolution and feedback. Kathleen agreed to update the announcement and provide at the March meeting for final approval.

#### **11. Set Next Board Meeting Date/Time – Josh Blee, President**

The next board meeting will be held on March 14th, 2022, at 6:30 pm at the Vice President's house, 5006 Deception Circle.

#### **12. Meeting Adjournment – Meeting adjourned at 8:52 p.m.**