Deception Park View Association

4997 Deception Circle, Oak Harbor, WA 98277

**Minutes of the Association Board of Directors Meeting**

**May 10, 2021**

**1. Call to Order**

President Greg Johnson called the meeting to order at 6:32 p.m. by phone and in person. Present at the meeting were: Greg Johnson, President; Josh Blee, Vice President; Kathleen Johnson, Treasurer; Mel Miller, Secretary; Matt Butler, Special Projects Coordinator; Sallie Blackstock, Water Manager (absent); and Jason Newkirk, Special Projects Coordinator is excused. Guests: Claud Linn, lot owner and Jeff Miller.

**2. Review and Approve Minutes of March 8, 2021, Board Meeting**

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

**3. Financial Report**

**A.** Current Status – Kathleen updated board members on the association’s current financial status. There is one pending bill: $979 for Liberty Insurance due in May. The ending balances with Washington Federal Savings are as follows: Water Account ending balance is $71,871.87; CIP Account total is $111,115.42; and the Community Account ending balance is $10,844.67. Community development costs increased in April due to park project progress.

**B.** HOA Annual Dues Report – Report reviewed. Blue highlighted accounts indicate unpaid or paid late, green is exempt, and yellow not expected to be collected. All accounts in blue are not eligible to vote at the annual meeting due to October deadline for payment. There are 5 accounts currently in blue.

Kathleen reported that 9 homeowners are delinquent with water bills. The board agreed these homeowners need to be contacted, Kathleen took this for action.

**4. Water Management Report**

**A.** Aquifer Measuring/Installation – The water manager was not present; however, Kathleen took this for action to email Sandra at King Water Company to check on the status.

**B.** Navy Water Testing Update – Since the water manager was not present and we want to remove this from the agenda, Kathleen reported that the test was conducted in January and the results were received in March. There was no PFOA/PFOS evidence. This information was posted on FB and the report is available at our website.

**C.** Water Meter Replacement Schedule – The water manager was not present; however, Kathleen took this for action to email Sandra at King Water Company to check on the status.

**5. Special Projects Report**

**A**. Tank Ground Maintenance – Matt recently mowed the grounds. We need to purchase a new lawn mower. The board approved a budget of $700 to purchase a new lawn mower, Kathleen motioned to accept, Josh seconded the motion and the motion carried with no objections.

**B**. Generator and Propane Tank Maintenance – Matt will need to coordinate with Jason on what has been done in the past. Kathleen noted that Sallie has mentioned at past meetings that she would take this for action because she knows someone.

**C**. Appoint New Coordinator – Mel motioned to accept Matt Butler as the Special Projects Coordinator, Josh seconded the motion and the motion carried with no objections.

**6. Covenants and By-Laws Committee Report**

**A.** Covenants Enforcement Report –One vacant lot owner fined for blackberries. One email sent for approval of hazardous tree removal.

**B.** Architecture Committee – No updates.

**C.** New Resident Report –One new resident packet was delivered in March and one in April.

**7. Old Business**

**A.** Community Park Planning/Construction Status **–** One gazebo was completed at the May 8th workday, only 3 more to go. Nextworkday is June 12th.

**B.** USDA Loan Status – Engineers are waiting on cultural resource review.

**C.** Mailbox and Association Address Status – Mail is now being received at the mailbox.

**D.** Adding Cranberry Drive resident – Landowners are consulting with land use attorney.

**E.** Community Park Donations/Fundraising – Donations will be accepted; a spot will be reserved at the park for tiered donations. 1st Tier donations will be $1000, 2nd Tier will be $500 and 3rd Tier will be $250 or less. Mel will be coordinating this effort.

**F.** Resident Contact Forms – No new forms received.

**8. New Business**

**A.** Board positions – All current board members confirmed their names can stand except Mel would like to be removed as the secretary and move to the hospitality coordinator’s position. Kathleen agreed to find a new secretary candidate. Write in candidates are always an option**.**

**B.** 2021-2022 Proposed Budget – Kathleen presented the proposed budget. Mel motioned to accept, Greg seconded, and the motion carried with no objections.

**C.** 2021-2022 Board Meeting Schedule and Annual Meeting – Mel motioned to accept, Kathleen seconded, and the motion carried with no objections.

**9. Set Next Board Meeting Date/Time** – The next board meeting will be held Monday, August 9, 2021, at 6:30 pm at the Johnson residence (5006 Deception Circle).

**10. Meeting Adjournment** – Greg adjourned the meeting at 8 pm.