

DECEPTION PARK VIEW COMMUNITY ASSOCIATION

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Board of Directors Meeting Minutes for January 10, 2026

1. **Call to Order** – Kathleen Johnson, President - 5:05pm
Present: Kathleen Johnson, President; Ryan Parson, Vice President; Josh Blee, Treasurer; Greg Martin, At-Large; and Emma Donohew, Secretary.
2. **Review and Approve Meeting Minutes** – Kathleen Johnson
Board Meeting November 9, 2026: Greg motions to approve, Josh seconds. Approved
3. **Financial Report** – Josh Blee, Treasurer
 - a. Current Heritage Bank – *Status January 1, 2026*
Water - \$17,394.89
CIP Savings - \$28,817.76
Community \$5,867.45
 - b. Current Fidelity Account - *Status as of January 1, 2026*
CIP Account - \$254,305.99
 - c. Other Updates
Refiling of the taxes after government shutdown Josh got in contact with a representative to get us properly in the system. They are researching and will call him back once they are ready to discuss with us. As long as 85% of our total income comes from members, we don't have to pay taxes on interest earned from investment (capped out 15%). Since we don't have to pay taxes on interest, Josh moved it back into the money market fund that gets 4% interest.
4. **Water System Project Update** – Josh Blee, Treasurer/Water Monitor
 - a. Well Pump House Electrical Update
Currently have two new water pumps and third backup pump running. Josh motions to pay \$250 for the utility pole. Kathleen seconds. Approved.
 - b. Daily chlorine water testing
Board members were given water testing lessons with Northwest Water Systems (NWS) on January 5, 2026. Josh can test the water and will continue to test and monitor. Currently required to do testing once a month for bacterial microbes and agents.
 - c. We reached out to NWS to see if we can be removed from the chlorine system and what is required to come off chlorine system: 1. Well construction complies with sanitary systems (currently have sealed system) 2. Must collect 4 HPC samples for 12 months prior to submitting a written request asking to come off the system. Will track progress. In future, we will need to be taking 4 samples a month (increased from 1) Josh and Ryan will increase sampling. Board had questions about where the

testing had to be done in water distribution network (from the tanks). Will look into this and Josh will respond to NWS

d. NWS /WUE (Water Usage Efficiency): Josh will work on WUE goals to send out and give to the board and neighborhood.

e. Meter Reading: Kathleen, Blake (grandson) and Josh read meters on December 31st for 5 hours. Learned two of the new houses don't have meters yet and 2 meters are broken. NWS have been notified of this and residents with new meters coming have been informed of update. Josh motions that we do not put the cost of getting a new meter on the households. Ryan seconds. Approved. Kathleen will contact WWS if they billed us for meters not installed.

f. Billing: First round of billing under new system has been sent out and received. Users can now set up online accounts and will be able to pay starting in January 2026 (or when payment system gets set up).

g. Water Policies: Kathleen updated our water policies and procedures per the November meeting. Kathleen proposes that we have meter obstruction fee of \$50 if we cannot access/read the meter. Josh seconds. Approved. The Board also agreed to remove the non-sufficient funds charge and only charge the residents what the bank or online system charges.

5. **Covenants and Bylaws Report** – Kathleen Johnson

a. Covenants Enforcement report

Kathleen will send the second required notification in February to the vacant lot owners with past due accounts. Ryan and Kathleen will work together on enforcement of our covenants for all properties. We need to address the concerns brought up at the annual meeting and on Facebook.

b. Architecture Committee Report – No Updates.

c. Updated Bylaws and Covenants

Kathleen updated the Bylaws with the following from the November meeting:

1. Article XI Section 2 – the new quarterly water billing rate to \$150 and updated the new tiered rates.
2. Article XI Section 4 – changed the timeframe to file a lien from 120 days to 90 days per the RCWs.
3. Article XI Section 5 – updated the quarterly water billing schedule and added sentence about water policies and procedures.
4. Article XI Section 6 – added sentence about water policies and procedures.

Kathleen updated the Covenants with the following:

1. XVIII. Member Violations, item d. changed the timeframe to file a lien from 30 days to 90 days to match the RCWs.
2. Do we want to add information on Home Occupation? Everyone agreed we should and Kathleen will have this verbiage at the next meeting.

6. Old Business

- a. Community Park Development, Maintenance, and Insurance
 - a. Fire pit lid/sign – This is an insurance company requirement. Emma has it at her house.
 - b. Maintenance plan for playground – This is an insurance company requirement. Ryan will work on this.
 - c. Next Steps – Ryan plans to work on the climbing hill in the spring. He will see if Greg has the playground sign that is required by our insurance company.
- b. Event Planning Review (Fall, Winter, Spring, Summer, etc.)
 - a. December 1-20th – Christmas Light Competition: The Cobb Family won.
 - c. April 17-26, 2026 – Dumpster Days: More information will be provided later.
 - d. June 7th – Annual Meeting Block Party: More information will be provided later.
- c. Tabled items c-d due to time. Kathleen did inform the board that the Facebook poll showed a tie between having the annual dues stay annually or changing to quarterly.

7. New Business

- a. Annual Meeting Announcement with Agenda/Proxy – Due to time, Kathleen requested the board review the proposed announcement before the next meeting because it will need to be sent out.
- b. Kathleen sent out past due account letters in December. Many past due annual dues because they were billed in October instead of August.
- c. Electronic Meters – Josh is looking into electronic meters and will report back. John Adolyette might be interested in helping as he was part of the program to install them on NAS Whidbey.
- d. Discuss meter reader, billing specialist, and water monitor salaries
 - a. Josh motions that meter reading is capped at \$200 per quarter. Emma seconded. Approved.
 - b. Josh motions that we pay Financial Freedom Basics \$200 monthly for accounting/billing tasks and \$100 quarterly for water billing administration (does not include the software fees). Emma seconded. Approved.
 - c. Due to time, we did not discuss the water monitor salary.
- e. Logo – Greg designed a new logo. Board approved and adopted.

8. Next Board Meeting – Kathleen Johnson, President

Next meeting set for Saturday, March 14th at 4 pm at Greg's house, 5033 Deception Circle.

9. Adjourn – Kathleen Johnson, President at 7:49 pm