Deception Park View Association

4997 Deception Circle, Oak Harbor, WA 98277

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

**November 8, 2021**

**1. Call to Order**

President Josh Blee called the meeting to order at 6:30pm. Present at the meeting were Josh Blee, President; Kathleen Johnson, Treasurer; Brenda Meier-Walma, Secretary; Sallie Blackstock, Water Manager; 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 October 11, 2021**

The Board reviewed the minutes, Kathleen Johnson advised corrections. Melonie Miller motioned to approve the minutes (with corrections) and Brenda Meier-Walma seconded the motion.

**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 $12,657.63; CIP account total is $180,098.91; and Community Account ending balance is $14,282.60.

 B. USDA Loan Status -The Board is still waiting for a preliminary engineering report. Josh Blee has received his Level 2 eAuthorization to be sign the certifications and application electronically.

 C. Engineering Preliminary Report Status **–** Kathleen reported that we have not received the preliminary report to date and will do a follow-up. Sally Blackstock motioned to table until the Board receives a report. Also, she suggested that the Board get a second bid for the required work from a competing engineer. Josh Blee seconded this motion and it carried.

**4. Water Management Report - Sallie Blackstock, Water Manager**

A. Aquifer Measuring/Installation status -Sallie said that the measuring device hasn’t been installed yet, and she will check into when this is going to be done.

 B. Water Meter Replacement Schedule and Installation of New User Meters: King Water Company has been tasked with replacing water meters but are on their own schedule. Sallie is requesting the water management bids include estimates for replacing older water meters.

 C. Community Water Management Bids - A contract proposal has been received from Whidbey Water Services, but Kathleen Johnson wants a more complete bid that includes costs for all the services currently provided by King Water Company. The Board is also seeking a second bid from another water management company. The Board will decide which company will manage the Community’s water system when it receives both competing bids.

 D. Aeration System Installation – Originally included in the USDA loan process, Sallie Blackstock suggested that it did not need to be included; that it was a system that could easily be installed by her or another qualified individual.

 E. Water Lottery - The Board discussed the past water lottery process and possible changes for the upcoming lottery at the Annual Meeting in June 2022. Kathleen Johnson expressed the need to get a letter with the lottery rules to property owners ASAP, so the Board will vote on the 2022 lottery rules at the January meeting.

**5. Special Project Report -** Matthew Butler, Special Projects Coordinator

 A. Tank Grounds Maintenance/Tank Grounds Cleanup - The Board was shown photographs of the buildings and debris that at the water tank grounds. It was discussed how to best remove it, and was decided to add the cleanup of this area to the Community Cleanup Day during the scheduled Spring Cleaning event. The junk removed from this area will be put into the dumpster that will be rented for Spring Cleaning.

 B. Community Park Planning/Construction Status - The next workday was scheduled for November 13th. Currently three of the four pavilions that were purchased for the park are constructed. The Board decided that it is not necessary for the fourth pavilion to be constructed, and could be sold.

**6. Covenants and Bylaws Report -** Kathleen Johnson, Chair

 A. Covenants Enforcement Report - No enforcement letters went out in the month of October. Kathleen reported that all property owners except one had cleared noxious weeds and trimmed trees in response to the Board’s prior request to keep the well access road clear. Melonie Miller offered to contact the remaining noncompliant owner and offer a private meeting with Board members to clarify the owner’s responsibility.

 B. Review of Covenant Enforcement Process and Violation Letter - The Board looked at the current letter that is sent to lot owners and/or residents of the Community when their property is out of compliance with the Covenants. It was suggested that some updates be made to the letter, and several Board members agreed to work on drafting different versions of the letter for review.

 C. Architecture Committee – At the time of this meeting, no architectural variance requests were submitted.

**7. Hospitality Report -** Melonie Miller, Hospitality Coordinator

 A. New Resident Report - No new residents in the community at this time.

 B. Annual Neighborhood Cleanup Day - It is scheduled for the week of April 18-25, 2022. The Board will rent a dumpster for the residents of the Community to use.

**8. Old Business -** Josh Blee, President

 A. Community Park Donations/Fundraising - Melonie Miller informed the board that a donation check had been received from Claud Linn. This information will be posted on the Community’s website and Facebook page.

**9. New Business -** Josh Blee, President

A. DPV Website Management - The current Webmaster for the community will be moving and therefore the position of Webmaster is open/available. Various community members will be asked if they would be interested in the position.

 B. DPV Newsletter - The newsletter was discussed, and it was noted that the newsletter has a deadline so that it can be mailed out with the Community’s water bills.

 C. Other New Business - Melonie proposed a Social Day on December 5th at the Community Park where hot chocolate and s’mores will be served, weather permitting.

**10. Set Next Board Meeting Date/Time -** Josh Blee, President

 The next board meeting will be held on January 10th, 2022, at 6:30 pm at the Vice President’s house, 5006 Deception Circle.

**11. Meeting Adjournment –** Meeting adjourned at 8:47 p.m.