



Vista View Village Homeowners Association

10117 SE Sunnyside Rd., Suite F538

Clackamas, OR 97015

February 6, 2024 - Vista View Village Annual Board Meeting Minutes

Venue: Zoom

Officers in attendance: President Bill McKee, Vice President Kristi Meyer, Treasurer Lona Azar, Secretary Hannah Moon, ACC Member Doug Lux, ACC Member Dennis Brokaw, Member-at-Large Debbie Hollen

Special Guests: Leah Johanson from WES and Philip Kenyon from Otak

Additional: Tina Tan-Zane, Akemi McKee

Absent: Greenway Committee Member Erin Geist, Greenway Committee Member Dennis Gale, Member-at-Large Steve Klein

- I. Bill opened the meeting at 7:05pm.
- II. Bill welcomed everyone and turned the meeting over to Debbie to introduce the guests from WES.
 - A. WES Report
 1. Leah reported that WES submitted the 60% plan, converting the open drainage to pipe. Leah noted that we are on track to submit permits from Oregon Department of State Lands (DSL) (needed because it's classified as a wetland, so there should be additional oversight from DSL), but Leah doesn't foresee an issue with DSL, as there will still be additional waterflow. WES also intends to clean up the existing ditch, correcting the grade and adding river rock.
 2. Philip walked through the project map, showing how the pipe will reduce the water going through the ditch, as well as what structures will be changed.
 3. Bill inquired how the proposed plan will impact other properties. WES noted that there should be minimal, if any, impact during the work on the project. Bill and Debbie noted that one of the houses from outside of the HOA on the eastern side of the ditch also has a structural runoff flow pipe that does not appear to be noted on the WES plans. Phil added that to his notes, but he doesn't believe it will alter the plans from an engineering standpoint.
 4. Debbie asked about how the ditch will be handled, concerned whether it may become full of weeds, and Leah noted that WES is not married to river rock, proposed seeding, will be open to options. Phil noted that there will also be a fabric inserted for maintenance purposes that will help keep weeds at bay. Leah added that after WES is done, we should be able to do whatever landscaping we want to do.
 5. Bill asked whether maintenance will be HOA responsibility. Leah responded that she anticipates that the greenspace itself will continue to be HOA maintained, but the piping/structures will be maintained by WES and should be taking on

- 95% of the water, so HOA maintenance should not be an issue.
6. Kristi asked how long the project will take once they get started. Phil responded that it depends on the contractor that performs the work. Phil and Leah estimated that it would take around 4 weeks.
 7. Debbie asked about the rock access for construction and how that will be handled. Phil responded that they will remove and reseed it.
 8. Leah said she is moving forward with the hope of constructing this summer. Lona asked who will be responsible for notifying the surrounding properties about the project. Leah said that WES has a system for that.
- B. Members discussed what input we will want to provide.
1. We want it to be able to have as much commercial maintenance done as possible.
 - a) Lona suggested getting Juan's input on what would make it mowable.
 2. What condition do we want the easement by Linda's house left in? Rock?
 - a) Bill suggested getting Juan's input on this as well.
 3. Note that our priority is making sure it truly solves the problem, aesthetically pleasing, low maintenance.
 4. If possible, slopes behind our three member properties secured.
 5. Do they need right-of-way to access?
- III. Kristi moved to approve the minutes from the November meeting. Lona seconded. The motion passed by majority vote.
- IV. Treasurer's Report: Lona
- A. Lona reported the following:
1. As of 2/6/24:
 - a) \$27,154.28 – Main Checking Account Balance
 - b) \$10,000 – Statutory Reserve Account
 - c) \$10,028.83 – Long Term Expense Fund
 - d) \$3,640.76 - Monthly Expenses
 - e) \$11,980.00 - Monthly Income
 - f) \$8,640.76 - YTD Expenses
 - g) \$17,858.90 - YTD Income
 - h) Payment Status: 47 paid in full, 1 partial payment
- V. ARC Report: Doug and Dennis
- A. Doug reported that he did not hear back from the homeowner whose tenant wanted to move their mailbox. He also noted that there was a sign that was erected on the same property that is not compliant with our rules. Dennis will draft an email to the tenant and the homeowner regarding the sign.
- VI. Bill announced that the next meeting will be March 5th. Hannah moved to adjourn. Lona seconded. The motion passed by a majority vote. The meeting adjourned at 8:29 pm.