

## February 4th, 2020 Vista View Village Board Meeting Minutes

Venue: Brion Kidder's house, 10859 SE Azar (lot 20)

### Officers in attendance:

President Brion Kidder (BK), Vice President Denessa Tompkins (DT) Treasurer Lona Azar (LA), ACC members Dennis Brokaw (DB), Doug Lux (DL), and Helen Nolen (HN), Member-at-Large Debbie Hollen (DH), and Secretary Erin Geist (EG).

1. BK opened the meeting at 7:01pm.
2. BK welcomed Leah from WES to discuss water abatement project on Greenway #3.
  - a. Project is to mitigate water runoff and update drainage system in greenway
  - b. Clackamas County will pay for the construction and ongoing maintenance of the drainage system
    - i. HOA will grant a temporary easement to the county for construction and storage of equipment; as well as a permanent easement for ongoing maintenance.
      1. BK motion to give preliminary approval for WES/County to move forward with a draft of easement-Board approved-all in favor, motion passed.
      2. Will need to store equipment (backhoe on trailer, dump truck, etc).
  - c. Proposed start date of July 2020
    - i. Board will notify all HOA members of project status/start as this date approaches 30-60 days prior via mailbox stuffers or postcards-(EG will complete)
      1. Additional notice to be sent to home owners directly impacted by project construction (homes in cul-de-sac of Knee Ct, along Azar Dr, etc).-(EG will complete).
      2. Will notify homeowner on lot adjacent to Greenway not in HOA-(BK will contact).
    - ii. Projected timeline is approximately 4 weeks. Leah will ensure hard deadlines for construction completion to keep project on time.
    - iii. Inconvenience to homeowners should be minimal during construction.
  - d. Additional landscaping will be added to improve project. This will create a buffer for drainage as well as better delineate the drainage area.
    - i. HN will email Leah for a suggested plants list.
    - ii. DH will compile a list of plants/trees to include in landscaping. BK & HN will assist as needed.
  - e. Should we put project plans on website?
3. Open action items from January:
  - a. DL and DT talked to the homeowners at lot 43 about their fence and gave them an ACC change form to complete. Homeowner called HN and says plans to paint the fence to match the house.
    - i. (01/07/2020 update, paint color on fence does not match house color as communicated to ACC).- DT & DB will follow up with Homeowner via letter or home visit.
  - b. ACC to email BK with list of homeowners who are non-compliant with garbage can storage, he will follow- up as needed (this action is complete 02/04/2020).

- i. BK drove the neighborhood and saw no noticeable offenses. BK will complete a second time following garbage day.
    - c. DT to prepare a template for maintenance bids.
      - i. Get bids for scope of work being completed under current contract. We can add additional items at a later date. –DT to complete.
- 4. President's report (BK)
  - a. Website domain transfer and rebuild complete.
    - i. Took 20-24 hours for BK to rebuild the website.
    - ii. \$80 domain transfer and website host cost. HOA will pay if billed.
    - iii. Will look into an option for implementing “docusign” on website at a later date.
- 5. Vice President report (DT)-no new business.
- 6. ACC Report-no new business
- 7. Secretary report (EG)
  - a. Final draft of Newsletter to be completed with WES project information added (02/18/2020 update, this action is complete).
  - b. Will take them for printing and mailing once draft accepted. (2/25/2020 update, this action is complete)
- 8. Treasurer report (LA)
  - a. 2020 billing went out, 57/75 homeowners have paid as of this meeting.
  - b. Completed New Officer form from the State of Oregon
  - c. Taxes will be completed in April
- 9. Member-At-Large report (DH) no new business.
- 10. BK motion to approve January meeting minutes. DL second, no discussion, all in favor motion passed.
- 11. HN motion to adjourn the meeting, LA second. No discussion, all in favor and motion passed.
  - a. Meeting adjourned at 7:58pm.