



VISTAFIELD

VISTA FIELD ASSOCIATION MEETING

NOVEMBER 14, 2024 MINUTES

The Vista Field Association Meeting recordings, with agenda items linked to corresponding audio, can be found on the Vista Field website at: [Association Meetings - Vista Field Project](#)

Mr. Peterson called the Regular Vista Field Association Meeting to order at 2:00 p.m.

PLEDGE OF ALLEGIANCE

Mr. Peterson led the Pledge of Allegiance.

WELCOME AND INTRODUCTIONS

Staff Members: Larry Peterson, Director of Planning
Nick Kooiker, Deputy CEO/CFO (via telephone)
Amber Hanchette, Director of Real Estate
Michael Boehnke, Director of Operations
Bridgette Scott, Executive Assistant (via telephone)
Lisa Schumacher, Special Projects Coordinator
Taudd Hume, Port Counsel (via telephone)

NEW BUSINESS

A. Election of Officers

Mr. Peterson requested a nomination for the Slate of Officers for the Vista Field Association Meeting, including: President, Vice President, Secretary and Treasurer.

MOTION: Ms. Hanchette moved to approve the slate of officers for the Vista Field Association;

President: Larry Peterson

Vice President: Amber Hanchette

Secretary: Michael Boehnke

Treasurer: Michael Boehnke

Mr. Boehnke seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

B. Adoption of 2025 Budget

Mr. Peterson stated the Port developed the budget estimating annual expenses, both in the initial phase and full build out. (*Exhibit A*).

MOTION: Ms. Hanchette moved to adopt the 2025 Budget for the Vista Field Association as presented; Mr. Boehnke seconded. With no further discussion, motion carried unanimously. All in favor 3:0.



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C. Adoption of 2025 Projected Assessments

Mr. Peterson stated based upon the 2025 Budget and the estimated 1,835 units, works out to \$650.00/per allocated interest (*Exhibit B*). Allocated interest is one single family dwelling unit or a multifamily less than four units. For multifamily units, the allocated interest is reduced to 80% share or 8/10ths and for commercial use, each allocated interest is equated to 1,000 square feet of gross square area. This budget will be reviewed, updated, and refined over time; however, this provides a starting point for determining what the association fees should be, based upon the allocated units.

Mr. Peterson stated the allocated interest is based on the full budget of \$1,200,000 not just the 2025 budget, that was presented and approved.

MOTION: Ms. Hanchette moved to approve the 2025 projected Assessments for Vista Field as presented; Mr. Boehnke seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

D. Future Meeting – November 6, 2025

Mr. Peterson stated the next meeting is tentatively scheduled for November 6, 2025.

PUBLIC COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 2:15 p.m.

APPROVED:

Vista Field Association Board

DocuSigned by:
Larry Peterson

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Larry Peterson, President

DocuSigned by:

Amber Hanchette

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Amber Hanchette, Vice President

DocuSigned by:

Michael Boehnke

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Michael Boehnke, Secretary & Treasurer



VISTAFIELD

2025 BUDGET

*Vista Field Association
November 14, 2024*

Cost Category	Dollars \$
Landscape	43,500
Vegetation Treatment	4,334
Pest Control	800
Water Feature	43,000
Snow Plowing	2,000
Street Sweeping	3,600
Catch Basin Cleaning	3,200
EV Stations	2,000
Asphalt	4,000
Lighting maintenance	6,000
Signage - Events	2,500
Power Usage	2,000
Water Usage	36,000
Site Furnishings	15,000
Night patrol contract	5,400
Management/Admin Contract	58,600
Janitorial	11,400
Garbage Control	23,500
Graffiti Abatement	1,200
Equipment	7,500
Capital Reserve Fund	5,000
Maintenance Labor Contract	35,000
Subtotal	315,535
Contingency (20%)	63,107
TOTAL	\$ 378,642



VISTAFIELD

2025 Properties Assessment - Allocated Interest

*Vista Field Association
November 14, 2024*

Type of Development	= 1 Allocated Interest
Residential	\$650
Smaller residential or some multi-family (.8 of allocated interest)	\$520
Commercial	Based on square footage, where 1,000 square feet = 1 allocated interest or \$650
Mixed Use	Based on combination of above, specific to each development