

**MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
OTTER POND HOMEOWNERS ASSOCIATION, INC.**

April 13, 2016

Present: Charli Oswald, Margaret Noah, Tim Heavers, Dan Bradburn and Roy Anderson.

Meeting called to order at 3:02 pm

Minutes: Minutes from the March 8, 2016 OPHOA Board Meeting were approved.

Committee Reports:

ARB – no report.

Boat House – David Beard has agreed to manage the Boat House. *Thank You!*

Pond Committee – Pumps are working great; pond is in excellent shape. The silt retention pond has been cleaned by Dan Bradburn, Tadd King, Andrew Beard & David Beard. To help pay for the backhoe, Tim moved that the Board pay Tadd \$200; seconded by Dan; passed unanimously.

The Board discussed a *Silt Retention Pond Committee* but decided for the sake of simplicity the silt retention pond should be the responsibility of the Pond Committee.

Unfinished Business:

Ditch Report/Cleaning – no report this month. The Board will define a *Ditch Management Plan* taking the following steps:

- Research more efficient water use mechanisms;
- Consider installing a weir to divert water into the ditch behind Cottonwood;
- Write a *Ditch Contractor Contract* and put it out for bid from professional service companies;

Covenant Review Committee – A meeting is scheduled for April 22 at 9:00am (Timberline Bank).

Cottonwood Sidewalk – The City has installed School Crossing signs (both directions) on Otter Pond Drive. Roy will inquire to see if a crosswalk will be painted sometime this Spring.

New Business:

Non-Compliance Issues – Tim will send a letter to a resident concerning cars parked along the street.

Financial Reports – Tim reviewed the end of March balance sheet and gave the following reports:

– **HOA Annual Dues:** all but 2 are paid, and those parties have said

they will be paid by the end of April.

– **Checking & Reserve Accounts:** Funds were transferred from checking to the Reserve Savings account per plan. Balances are on target per the 2016 budget.

– **Bills:** all bills to date have been paid.

Resolution 2016-2: Margaret has been added as a "signee" on the accounts at Timberline Bank.

Tennis Court Sidewalk Trees – Will be sprayed this week as planned last Fall.

Other New Business – none.

Next Meeting – Next meeting will be Wednesday, May 11th at **3:00 pm**, at [*Timberline Bank*](#).

Meeting adjourned at 4:32 pm

--Minutes submitted by Roy Anderson, HOA Secretary