

MINUTES OF THE MEMBER MEETING
OTTER POND HOMEOWNERS ASSOCIATION, INC.

November 2, 2013

Welcome: The meeting was called to order at 9:05. A motion was called by David Beard, second by Charleen Beard. The Otter Pond Board members are David Beard, Sue Mitchell, David Woodruff and Christina Files. All Board members were present.

Roll Call: [via sign in sheet] There were 21 people signed in, representing 16 Otter Pond residences. There were also 6 signed proxy forms, giving representation to a total of 22 residences. It was noted by David Beard that with these numbers, more than 25% of property owners are represented and thus we have a quorum.

Proof of Notice: Christina Files reported that notice was given to all members via standard mail. A signed document to that effect has been included in this meetings packet.

Minutes: A motion was made by Janene Beard and seconded by Linda Karlson to approve the 2012 Annual Meeting minutes.

Board Reports:

- **Year in Review:** Susan Mitchell read off a list of items that were done by Otter Pond HOA in the past year. Those items included: Concrete work at marina and path to the school; Replaced the pet bag dispensers with a more cost effective option; Negotiated a new contract for OP open space landscaping; Evaluated the situation and decided not to clean the silt retention pond; Searched and researched to discover UVWA has authority of the F-ditch; Prepped and maintained the ditches; 2 Benches were installed in the marina area; Worked to get our website current, accurate and representative of OP; Created additional Boathouse storage for OPHOA items; Created a Resolution regarding fines for CC&R violations; Implemented the new Fines and Penalties structure for late dues payments; Created a resolution to clarify our position regarding parking on gravel; Made required filings with DORA and the Colorado Secretary of State; Completed a required Reserve Study; Added more rocks in the spillway; Painted the mailbox area; Created letters of non-compliance to keep OP at the standards we expect; Worked with the school to clean up ditches and fix culverts on their property; Reinforced the Silt Retention Pond walls; Did maintenance on the tennis courts; Worked within the Montrose community to stop the rezoning proposal for the Luckenbill property; Met with Montrose Recreation Center planners to represent the interests of OP.
- **Recreation Center Update:** Christina Files presented an overview of what is going on with the proposed Recreation Center development just north of Otter Pond and how she has represented Otter Pond HOA in this planning process. The Montrose Recreation District contacted the Otter Pond HOA in July of 2013 looking for a person to serve on the Recreation Center Public Advisory Council representing the OPHOA. Christina filled that roll. Since then, there have been 6 meetings to discuss the Recreation Center plans. Christina has taken OPHOA members concerns about outdoor lighted areas and traffic on Woodgate RD. to the Council. The next meetings include public meetings on November 20 and a meeting for OPHOA members on December 4. The Recreation District website has information about the plans at www.montroserec.com. Christina listed several items that are included in the plans for the proposed recreation center, and went over some funding opportunities. There will likely be a Recreation Center Funding request as a ballot issue next April that would place an additional 1/5% = 0.2% sales tax on goods purchased in the City of Montrose.
- **Covenant Review:** Dave Woodruff presented the review that he and others did regarding making changes to the OPHOA CC&Rs. The team of volunteers lead by Dave included Bill Codd, Gene Oringderff and Dan Shaw. They saw several areas in the documents that need to be cleaned up, but did not advocate any real changes to the covenants. Given that any changes to the CC&Rs will likely require legal assistance with the wording and a 2/3 majority, notarized vote, they noted the difficulty and cost of these two efforts. Dave brought these findings to the Board with the suggestion that this effort not be pursued. The Board agreed. All noted however that if there are specific concerns that future Boards will consider re-addressing the CC&Rs.
- **Reserve Study:** David Beard presented the results of the Reserve study conducted by David Beard, Gene Oringderff, Jerry Witt and Jim Bergner. They inventoried the common area assets and evaluated how long each will last; what will need to be replaced; and what will need to be repaired. For this they needed to estimate the expected life length of an asset; how long it has existed to date; and what will need to be done when it reaches the end of its life. That then translated to estimating the repair or replacement costs in today's dollars, making estimates on future costs, and calculating how much of that money needs to be in the Reserves currently. David went through the Reserve Study Spreadsheet, which was handed out at the meeting to look at specific examples and to go over conclusions. The major conclusion is that our current reserves are right where they need to be.
- **Financial Reports:** presented by Dave Beard.
 - This year OPHOA dues were collected in a timely manor. We hope for the same this coming year.

- The 2013 Year-to-Date Profit and Loss statement and the Balance sheet were part of this meetings packet. A twelve month rolling Profit and Loss statement was available to any who wanted a copy.
- Dave reviewed the P&L statement and gave further descriptions of any items that warranted it.
- **Proposed Budget:** presented by Dave Beard. The proposed 2014 Annual Operating Budget was reviewed. We specifically discussed how the reserve funding is captured in the budget. A motion to approve the budget was made by Janene Beard, seconded by Linda Carlson. It was approved by those in attendance. We also discussed how the reserve funding is captured in the budget.
 - Gene Oringderff asked about the line items in the budget with a 0 cost associated. Those are items that we may want to address in 2014, but at this time have no anticipated costs.
 - It was noted that sidewalks in front of each property are the property owner's responsibility.
 - Louis Mirecki asked about ditch cleaning as it applies to the F ditch. It was noted that F ditch is to be maintained by Uncompahgre Valley Water Users and the adjacent property owner. OPHOA is not involved with F ditch maintenance.
- **Committee Reports**
 - **Social Committee** report was presented by Tom Heffernan. Tom highlighted the following activities.
 - The Pond Party in June was a success with about 46 people in attendance. The committee is wondering if we should move the timing of the party to hopefully have better weather.
 - The Pond Illumination Party is scheduled for Dec 6 at 6:30 in the home of Mark and Ginger Bollinger. They are looking for people to bring finger food and cookies to the party.
 - The Christmas dinner is set for Saturday Dec 14 at 6pm at Ted Nelson's Steak House. Details have been sent out via email.
 - They are still looking for someone to host the Cookie Exchange this December.
 - Also, the Heffernan's have been organizing the Woodgate Road Cleanup Committee. That group cleaned up Woodgate road four times this year. Thanks to all who helped out.
 - **Open Space Committee** report was presented by Pat Vitela. The Open Space Committee consists of Betty Hall, Kathy Heavers, Kathy Heffernan, Dora Padilla, Pat Vitela and Nancy Bradburn who is the Chair. In 2013 the committee: planted flowers at the main Otter Pond entrance, installed two benches at the marina (thanks to the anonymous donor), and replaced the rocks in the Boathouse driveway and paths in Otter Pond Park.
 - **Pond Committee** report was presented by David Beard for Dan Bradburn who is the Chair, but was absent from the meeting. We try to keep two aerators running in the Pond at all times. This committee would like to see a 'library' of aerators created so when one in the Pond needs to be replaced, we can just grab one from our 'library' and put it in. That would entail always having at least one working but sitting on a shelf. Currently there are three or four aerators out of the Pond which are in various states of disrepair and are scattered around Montrose at different repair shops. These should be collected, evaluated, and fixed or scrapped.
 - As part of maintenance a crew including Gerry Witt, Bill Codd, Bill Thompson and Paul Shay's family went out on Bill Thompson's boat and cleaned the aerators. There was also an aerator that quit working. Dan Bradburn replaced it at a cost to OPHOA of \$585.
 - The aerators are kept running year round to allow oxygen to get into the water and to keep a portion of the pond from freezing over.
 - **Neighborhood Watch** did not have a report. Alma Buis is the Chair.
 - **Architectural Review Committee** report was presented by Janene Beard. There were three submissions last year, one for each: landscaping, remodeling, and house painting. The documents needed to make a request are now on the new Otter Pond website.
 - **Boathouse Committee** report was presented by Gerry Witt. The members of the committee are Gerry Witt, Dave Beard and Nancy Bradburn. There are 23 water craft spaces available in the Boathouse. This year 17 of them are taken. This is the same number of taken spaces as there were last year. They are now taking applications for second spaces if anyone has a second watercraft in need of a storage space. So far there has only been one request. There are plans to create a storage locker in the Boathouse to hold OPHOA items. Also it is the Committees recommendation that the Boathouse be used only for OPHOA events, and then only when it is mainly void of boats.
- **Open Discussion**

- The shorelines of Otter Pond that are on private property are the responsibility of the owner. OPHOA is responsible for the shore in the common areas only. The previous Board evaluated the shoreline, did repairs on the common area shoreline and communicated with property owners who had areas to fix. They did not go so far as to fine property owners who have not maintained their shorelines, but the next Board should address this issue.
- The OPHOA dues will again be the same, \$358, for 2014 as they have been since 2010. The Board can raise the dues 10% without a member vote. Our recommendation to the next Boards is to raise dues in 2015 and 2017 by 5%. This will offset inflation which was noted as an issue in the Reserve Study. If we don't get volunteers to do things in Otter Pond we will have to hire work done. This will drive our dues up dramatically. It was noted that we should put an article in the Newsletter and on our Website to this effect.
- Is it possible to have the tennis court lined for pickle ball? By being noted here, this is a question that will be carried forward to the new Board.
- Gerry Witt noted that there are beavers back in the Pond. So please be aware and protect your trees if you want to keep them. This is a potential item to be added to the next newsletter.
- Tom Heffernan wanted to thank the Board for all their hard work in the past year.
- **Election of New Board Members:** Janene Beard nominated Linda Karlson, Gene Oringderff, and Becky Waugh as members of the New Board. The motion was seconded by Charleen Beard. The nominated assented. The motion was voted on and passed.
- **Final Board Comments and Recognitions:** Big Thank You to the following:
 - Christina Files, Susan Mitchell and Dave Woodruff who are all stepping down from their terms on the Board;
 - Kathy Heavers for creating the OP Newsletters, and sending out OP communications;
 - Tim Heavers for doing the books for OP;
 - John Vitela for all his work on our ditches;
 - Tom and Kathy Heffernan for all of the help you provide in our neighbors, including organizing and helping with the Woodgate Road cleanup;
 - All of the volunteers who help with the Woodgate Road cleanup;
 - The anonymous donor who provided the benches which have been installed at the marina;
 - The people who helped install the benches – including the Open Space committee and Kathy Heavers for planning, Bon Buis, Pattie Hansen, Christina Files and Tom Heffernan for doing the work;
 - Nancy and Dan Bradurn for their various donations and efforts;
 - Becky Waugh for painting the mailbox area;
 - Jim Waugh for his efforts on the new website;
 - Betty Hall, our resident master gardener for maintaining the monument area;
 - The snow plow guys: David Beard, David White, Bill Codd, Russ Huglin, Harold Krabbe, Frank Larson, LeRoy Padilla, Greg Pink, Mike McLain, Greg Bollig, Dan Shaw, Vic Kintz, and Gerry Witt;
 - And everyone who volunteers their time and energy to make Otter Pond such a great place to live.
- By David Beard's estimation, 30 out of the 84 households in Otter Pond are active volunteers in Otter Pond. This is a big reason why Otter Pond is such a friendly place and a great neighborhood.
- **Adjournment:** The meeting was adjourned at 10:50.