

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING OTTER POND
HOMEOWNERS ASSOCIATION, INC.
December 12, 2023

Present: Christina Files, Mindy Clagett, Jack McKelvy, Tony Padilla
Guests: David Beard, Tammi Padilla, David White

Call to Order 5:00 pm
Minutes from the November meeting approved.

COMMITTEE REPORTS:

SOCIAL:

Horse Carriage Rides and party at the Sylvester's was a success!
Ginger to host a ladies only Christmas Cookie Exchange December 17th.
We need a volunteer to coordinate the Secret Valentine Exchange this coming February.

OPEN SPACE: The board approves renewing our current landscaping service contract.

RESERVE: Boat house windows need replacing, but the committee recommends boarding and siding over the side windows since they are not easily accessed, and carry higher maintenance costs. The back window would be maintained for air flow.

FINANCIAL:

Reports provided by Tammi Padilla.

A separate account is now established at Timberline Bank to receive and pay out dam rebuild funds.

60/85 (70%) of OP properties have paid their \$3,000 assessments, which are due December 15. After the 15th, unpaid special assessments will be followed up on with certified letters and an explanation of fees associated with late/partial payments. Valerie to draft the letter. Since the whole dam rebuild is reliant upon payment for the work, any missing assessments will be detrimental to the whole community.

Some homeowners have requested an invoice showing the full \$8,000 due. Since we are only billing \$3,000 from the HOA, and the city will bill the remaining \$5,000, Christina recommends a letter of explanation to be drafted for those who need an official declaration of costs.

Delegated to David White to submit for board review.

Jack McKelvy is still gathering quotes for a new HOA Insurance provider.

The Finance committee is finalizing the 2024 budget for board review. A few new budget line items to be explained to the community prior to the Annual Meeting by email.

DAM TIMELINE UPDATE:

Contract review meeting was held Dec. 11 for all interested homeowners.

We are awaiting the official S.I.D. approval before we sign contracts.

January 3, 2024 construction mobilization to begin.

Anticipated dewatering January 5-16.

Estimated completion by June 17, 2024.

Ike Holland has volunteered to be our primary HOA contact with Craig Ullman and MVC. All homeowner concerns regarding the dam rebuild should be directed to Ike or the Board.

NEW BUSINESS:

David Beard brought cost estimates for silt relocation and culvert repair.

ANNUAL MEETING:

Tuesday, January 16, 2024, 6 pm, CMU

Meeting adjourned at 6:45 pm

Next meeting Tuesday, January 9, 5:00 pm at 1830 Otter Pond Cir.

ANNUAL HOA MEETING Tuesday, January 16, 2024, 6 pm, CMU

Minutes submitted by Mindy Clagett, HOA Secretary.