

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING OTTER POND  
HOMEOWNERS ASSOCIATION, INC.  
October 9, 2024

Board Members Present: Christina Files, Valerie Harper, Mindy Clagett  
Guests: David Beard, Jo Delgado, Lois Sailors

Call to Order 3:00 pm  
Minutes from the September meeting approved.

COMMITTEE REPORTS:

ARB: 2 forms approved.

POND:Eco Resource Solutions to come 10/10 to spray algaecide on banks.  
Putting beneficial bacteria into the pond will remove scum on the water surface and reduce smell.  
Valerie to ask for Eco Resources advice about winter aeration.  
We received good results from the last water quality test, which included testing for e.coli.  
The rock weir at the marina outlet is making the water depth through that passage too shallow for our approved 4 ft draft on watercraft. Check covenants to see what clearance we are required to accommodate.  
Eco Resources to evaluate effectiveness of the rock weir to reduce silt flow into the main pond.  
Aeration lines have been ordered; installation pending.

NEIGHBORHOOD WATCH: Reminders/updates to be sent to community by Alma in an email.

SOCIAL: Follow up on date for carriage rides/party.

OPEN SPACE: Tennis Court surface has been made smoother and tidier. Invoice now approved for payment.

BOATHOUSE: Submit reservation requests to Ryan Potter. Form can be found on our website under the Boathouse heading in Documents, or at:  
[https://www.otterpondhoa.com/files/ugd/9a3845\\_1f605de7d3a5341d6fc45f78740841ed.pdf](https://www.otterpondhoa.com/files/ugd/9a3845_1f605de7d3a5341d6fc45f78740841ed.pdf)

RESERVE: Fund has been reimbursed from what was borrowed at the start of the dam project.  
Asset evaluation to be done next year, as part of the every two year plan.

FINANCIAL/BOOKKEEPING: Reports provided by Tammi.  
David requested a Reserve Fund update to Reserve Committee.

OTHER BUSINESS:

David Beard brought alternate landscape maintenance options for the board to consider.  
Jo Delgado and Janene Beard provided a review of current contract performance.  
David's suggestion included hiring a few separate, verified and insured companies to address the various job categories we hire for.

In particular:

1. Landscaping maintenance (limb and bush trimming, fall cleanup)
2. Fertilizer/weed control

3. Irrigation/Lawn care (mowing)

4. Sprinkler maintenance

These companies would each sign a contract with detailed job expectations, as well as provide monthly reports to our Open Space committee for good communication and accountability.

Water is to be turned off by November 1, but may be turned off sooner depending on the weather.

Remember to remove all watercraft from the pond before November 1.

Remember to winterize sprinklers.

Make a notice to post at mail kiosk for announcements and help wanted.

ANNUAL MEETING PREP:

Valerie reserved Cascade Hall at CMU for January 14, 6 pm.

Meeting adjourned at 4:26 pm

Next meeting Tuesday, November 5, 3:00pm at 1830 Otter Pond Cir.

Minutes submitted by Mindy Clagett, HOA Secretary.