

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING OTTER POND HOMEOWNERS
ASSOCIATION, INC.
August 18, 2026

Volunteer Board Members Present: Kevin Dawson, Brian Wilson, Vanessa Stratton, Paul Sheya, Mindy Clagett

Guests: David and Janene Beard

Call to Order 4:01pm

Minutes from the July meeting approved.

COMMITTEE REPORTS

RESERVE:

David Beard presented the results of the committee's recent review.

Many of the projected estimates were discovered to be too low for the current pricing. Especially concrete and rail fencing. Some new estimates came in a little lower than projected, ie: the boathouse garage door.

The fence along the Otter Pond Park is costly to replace. The Reserve committee is looking into options to secure some of the loose posts. We need to make sure homeowners don't let their plants rest on the fence as this greatly accelerates the fence deterioration. Those same homeowners need to avoid watering the fences that border OP Park. The cost for replacing the damaged fence will be paid by the whole Otter Pond community.

The Marina is in good shape now; adjusted estimates for eventual replacement.

The Tennis Court requires a large portion of our funds. Maintenance alone requires an estimated \$7k every two years, and \$20k every ten years. This year they are due for the \$7k surface repair. The typical age of courts is 10-20 years, and ours has outlived that, but ours doesn't get as much use and abuse as the average court. It has been suggested many times over the years that we may want to poll the community about our commitment to maintaining this expensive feature.

The Silt Pond is overdue for dredging. Previous plans were postponed since we have not had a cold enough winter to freeze the ground and stabilize the machinery. Talking with Abel Excavation about options. They did indicate that their prices would increase in 2027, to reach a 15% increase over the 2024 estimate. Current estimate is ~\$6,500.

The Marina will not be due to dredge for awhile. The current estimate is ~\$10,000.

Pond maintenance estimates have been kept up to date and were found to be accurate on the Reserve Study.

Boathouse estimates updated. Consider adding window cleaning to the operating budget.

Concrete is now ~\$30/sq ft. Since it is unlikely that all of our concrete, fencing, weed barrier, and rocks around the common areas would ever fail all at once, but each requires regular maintenance, the Reserve Committee suggested a general fund in the Reserve that could be drawn from as needed to maintain these assets.

As part of assessing the common areas, David brought up concerns about the pond banks. The banks that line homeowners' properties are to be maintained by that homeowner but are still Otter Pond Common Property. As such, any fencing that moves toward the water should end where the ground is level and not drop onto the embankment. He reiterated the responsibility for maintaining the embankment as originally established in our covenants, which state:

Lakefront Lot owners are required to maintain the lake shore line and to keep in place the rock bank, existing riprap and liner in order to prevent erosion and damage to the lake, the dam and other appurtenance. These requirements include a prohibition of any posts, pilings, puncturing of the liner, removal of rocks from the embankment and any alteration, modification or manipulation of the lake, lake bank or embankment for any reason.

The Board discussed that the language of the original covenants does not provide guidance, clear expectations, nor resources for homeowners to properly maintain their stretch of embankments. Could we improve the language for the proposed new covenants?

David noted that there originally were no plants growing on the bank, and that certain plants spread far and wide, and could create problems for neighboring lots to have to deal with. (Particularly cattails and pampas grass.) The problem of poison hemlock is being addressed, but he is concerned that other vegetation could hide the hemlock, increasing the risk to people and pets if exposed.

ARB:

Janene has faithfully chaired this committee for years, and is ready to pass the baton! She will remain a committee member, but the new ARB Chairperson is Stacy LaMourey.

One form approved.

POND:

All chemical and E.coli tests came back looking healthy.

NEIGHBORHOOD WATCH:

Bears in the neighborhood!

SOCIAL:

The 1st Annual Ice Cream Bike Parade was a huge success! 89 people got ice cream! There were 95 participants total! ~40 bikes ~6 resident stations

The Social committee wants feedback for next year.

They also wanted to have the Board consider whether a few, big events per year would be preferable to many smaller events. (Big events like the recent Ice Cream and Bike Parade, and the Christmas Lights Carriage Ride.)

Danielle Musser donated the awesome, reusable Otter Pond Event sign that debuted at the Bike Parade. She also donated fishing poles for community use-they are stored in the Boathouse. Thank you, Danielle!

Wanted to get Board approval to add a page on our community FaceBook page for "It's on my porch" notices. The Board approves.

OPEN SPACE:

Weeds will be sprayed this week.

The irrigation heads at the monument need to be replaced. Jo Delgado has donated them, and Janene will install. Thank you, ladies!

Janene is concerned about the community cost to remove leaves in the OP Park that are actually falling from neighboring trees. (Several hundred dollars for that leaf removal alone.) Should those homeowners contribute to the labor/cost of removal? Or could we organize a crew of community volunteers to help? Or are we okay with paying our landscapers to do this from the community budget?

COVENANT REVIEW:

Kevin presented a newly formatted comparison chart explaining the significant/controversial changes in the proposed covenants, with options for homeowners to vote "yes" or "no" per change. The Board approves.

FINANCIAL:

Reports provided by Vanessa Stratton.

Next month's discussion will address renewal of our CD.

OTHER BUSINESS:

Where to put the Little Library? Discussed possible locations, including the boathouse property, the mail kiosk, and the private property line between the Wilsons and Galushas.

Traffic continues to be a concern through the neighborhood, and Janene discovered that the city will install stop signs at each of our Y intersections if we can get a 2/3 community vote to approve. We may add that vote to the upcoming covenant vote.

The roads throughout our neighborhood are maintained by the city, not the HOA. However, after receiving a letter of complaint, Brian contacted the city to address some areas of concern. They have already come out to asses and said the repairs would be made this fall. Thank you, Brian!

Brian has been reaching out to homeowners about covenant violations, and many have already complied. There are 9 new violations to add this month.

We need a new ditches and head gates monitor. Kevin to talk with Tadd about this responsibility and his recommendations.

Janene drafted a letter inviting people to contribute to a tree fund to plant mature shade trees on the boathouse property. The Board approves.

Meeting adjourned at 5:30 pm

Next meeting Tuesday, September 15, 4:00pm at 2011 Otter Pond Cir.

Minutes submitted by Mindy Clagett, HOA Secretary.