

# Minutes

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**Mammoth Creek Board of Directors Meeting**  
**September 10, 2016**  
**Morning Session—9:00**  
**Afternoon Session—Following Annual Meeting**  
**Mammoth Creek Condominiums Unit #26**  
**Approved November 7, 2016**

**In attendance:** Board members Gary Drlik, Sara Gomberg, Ed Klotz, Harvey Place, & Mary Beth Richardson; Managers Cheryl Caton & Gary Small; AM: Homeowners Dave Anderson (unit 41). PM: John Thornton (unit 5) and Linda Mueller (unit 3 via phone).

## **1. Call to order**

President Ed Klotz called the meeting to order at 9:13 a.m.

## **2. Review and approval of May 7, 2016 BOD meeting minutes**

*Immediately after the meeting, approved minutes are conveyed to Butner for distribution in next HOA statement and posted on the [MCCHOA Website](#) under [Board News](#) (login required).*

- a. Ed motioned to approve minutes as revised, seconded by Harvey. Approved unanimously.

## **3. Owners' Forum**

Any homeowner may address the board or wail until a particular item as it appears on the agenda. There will be a three-minute time limit per homeowner comment, per item.

- a. Dave Anderson thanked management for repairing his door
- b. Mary Beth Richardson (Unit 9) requests HOA approval to hold a wedding event on June 17, 2017. Ed will add to President's report at today's Annual Meeting.
  - i. Offered a draft venue agreement for BOD and legal counsel review and revise.
  - ii. All liability issues will be addressed and will be cost neutral to the Association.
  - iii. Has hired Green Fox Events to coordinate vendors and security, and to meet all expectations the HOA has for trash, noise, restrooms, and condition of the complex.

## **4. Walk Project**

BOD reviewed summer maintenance & siding work, identified to-do items, and examined roofs and other upcoming projects

- a. Damage to creek-end of east driveway (car drove off the end!). Will pursue repairing at driver's expense.
- b. Quick look at state of roofs; getting to the point where some buildings need new roofs, particularly manager's unit & the pool building ~~53-60~~. HSM got a proposal from Freeman Roofing to replace with 40-year composite asphalt type material (see shed roof for an example). Recommends we research which materials get us the best insurance rates.
  - i. To help establish age of each building's age & condition, Freeman has records of all MCC roof replacements and repairs.
- c. Two more years of siding big ticket projects (\$60-75K each year). When freed up, funding can be channeled to roofing.
- d. Tennis court fence is repaired (east side of court). Found a new vendor who actually responds! Vendor identified bent posts on west side, but they do not compromise integrity of fence.

- e. Bees have been busy all over Town this summer—three hives on our complex. Will inquire about beekeeper to relocate nests.
  - i. West side of building 45 – 52
  - ii. On eaves of unit 58
  - iii. South wall of unit 12.
- f. Building 45-52—some siding and all painting done this summer; discussed how to schedule next 2 years of siding.
- g. Reviewed work of Four Points Painting; good decision & saved \$16K.
- h. Railings on 53-60 all done. Are getting close to a quarter way done refinishing railings throughout the complex. It's labor intensive and will take at least 2-3 more summers to complete.
- i. Considered tree trimming, especially between manager & 60. Branches too close to chimney chase for comfort.
- j. Some units with Cozy heat fireplaces have excess soot stains around outside vent; from burning with firebox doors open.
- k. Tennis court surface repairs. HSM will follow surface vendor's recommendations.

#### ***5. Bike Path Project***

- a. Town of Mammoth Lakes (ToML) is applying for a federal grant to extend the bike trail on the south side of the creek along Old Mammoth Road—approximately 900 feet from current trail dead end to corner of Minaret. MCC owns approximately half of that property. Projected to start budget year of 2018-19.
- b. No details are available during grant approval process, but we do know that an independent assessor values the property to establish purchase price offer. To sell land, two-thirds of all unit owners must approve in a formal vote. That translates to 40 or more “yea” votes to approve.
- c. Visit <https://goo.gl/XzvLm2> or [click here for ToML most current information about future plans & planning documents](#). Gary D will also leave set of ToML plans in MCC office for homeowners to consult.
- d. Gary D to continue to be point person throughout project/his term.

#### ***6. Adjourned morning meeting at 11:52 am.***

## Afternoon Session

### 1. Call to order

President Ed Klotz reconvened the BOD meeting at 3:28 p.m.

### 2. Update on Ice Rink

- a. Discussed MCC's contribution to legal defense. Will pay our portion of the \$45,000 (\$12,150), but not of the additional \$15K buffer that Counsel proposes to add.
- b. Have contributed \$1350 to date; remaining contribution would be \$10,800. Will probably fall into two fiscal years.
- c. We see the limit of how the project is effecting our complex; we're committed to the \$45K quoted by counsel in order to have a voice in the EIR mitigation process and to support our neighbors, but will not support buffer budget.
- d. Mary Beth motioned to approve the expenditure up to \$10,800 to cover the remainder of MCC's contribution to the neighborhood legal fund. Gary seconded; approved unanimously.

### 3. Reserve Study Dates

- a. Chris Andrews, Stone Mountain Corp., tentatively indicated Oct-1-3 as visitation window to conduct reserve study that are required of HOAs every three years.
- b. Net cost of study: \$2650. Two board members will be present to discuss proposed findings with Andrews.
- c. Gary motioned to accept Stone Mountain's bid for the 2016 Reserve Study. Ed seconded; approved unanimously.

### 4. Architectural Requests

- a. None

### 5. Update and Report Back on May 7 Action Items

Action Item	Next Steps	Person Responsible	Status
Slurry parking lot	Obtain bids and schedule for early summer	HSM	completed
Tennis Court Fence	Bulldog vendor to schedule repair	HSM	completed
Tree trimming	Identify & remove branches; follow Doug J's recommendations	HSM	ongoing
Firewood tarps	Send flyer with next HOA statement	HSM	completed
Unit 43	Mediate solution (noise reduction) between units	Ed	ongoing
Unit 60	Update owners re: egress issues (contact Tom Malloy)	Mary Beth	ongoing
Call for Nominations	Relay letter and form to Butner	Mary Beth	completed
HOA Meeting	Relay flyers, info, & ballots to Butner—to be mailed by August 4	Mary Beth	completed
	Contact possible speakers	Sara	completed
Replacement Study	Schedule study when a board member is available	Harvey & Gary	completed
Doors	Inform Unit 54 of door status/action	Sara? Gary?	completed

### 6. 2017-18 Budget Planning

- a. Items of interest
  - o No change in HOA fees
  - o Quotes for walkway slurry to firm up annual costs
  - o Sliders: reduce amount to cover 1 slider plus repairs.

## **7. Hard Surface Flooring Noise Reduction Solutions**

- a. Multiple first floor unit owners are struggling with noise transmission from second floor units with hard surface flooring. Although individuals have attempted to work with neighbors to mitigate the noise with limited results, they state the noise is an ongoing nuisance that significantly impacts the quiet enjoyment of their units. They request BOD intervention to reduce the noise transmission.
- b. Current upstairs units with hard-surface flooring: 4 (approved with noise mitigation requirements), 6, 22, 24, 32 (approved for medical reasons), 44, and 54. All flooring installations but for unit 32 were approved prior to flooring policy that limits hard surface flooring in second floor units.
  - i. Issue is primarily about problem-solving; CCRs are vague regarding BOD's legal authority to compel owners to replace any hard surface flooring unless otherwise stated in any BOD architectural modification approvals or similar action items.
- c. Possible mitigation actions—blowing acoustic insulation in ceiling, large area rugs with thick carpet padding, acoustic drywall material, and or any technological advances since installation.
- d. Board discussed owners' requests and will take these follow-up steps:
  - i. Find all documents regarding unit 4 approval process.
  - ii. Consult Counsel re BOD's legal authority to require change.
  - iii. Management to inspect unit 4 to verify that their flooring installation matches their approved plan. Notify owners of entry according to CCRs.
  - iv. Request second floor units to suggest solutions to mitigate noise transmission.
  - v. Board will develop policy regarding "stacking" in units. Stacking = significance of putting more people into a unit than is allowed by state and local fire code. The practice increases hard surface noise and strains the common area facilities beyond the complex's normal capacity.
  - vi. Board will consult with our attorney regarding authority regarding replacing hardwood flooring.

## **8. Second CD—All Reserves FDIC Insured**

- a. Bank resolution—approval and signatures to move to another banking institution the amount in reserve & operating accounts that exceeds maximum insured by FDIC.
- b. Our accounts, held at Union Bank, are \$150K over FDIC limit. To protect those assets, it is necessary to transfer overage to a new account in another financial institution.
- c. Harvey moved that we agree to move a least \$100k from operating and reserve accounts at Union Bank to another financial institution to be invested in a short-term CD. Sara seconded. Approved unanimously.

## **9. HOA Annual Meeting Follow-up Discussion**

- a. Treasurer's Report Items—none.
- b. Homeowner questions. Ideas, or concerns
  - i. Homeowner holding a wedding on site: further discussed owners' concerns about the potential disruptions associated with such an event. When action is to be taken, the BOD will give the concerns their due consideration.
  - ii. Survey to all owners to solicit ideas to get more owners to attend according to our bylaws—we need a quorum. Gary D will draft an email asking for

## **10. Managers' Report**

- a. Tennis Court Fence Update—see morning session.
- b. HSM formally requests a raise of \$1 per hour for Pablo & Guillermo—at an additional cost of approximately \$400 a month.
  - i. Gary moved to approve pay raise effective October 1. Ed seconded. Approved unanimously.

## **11. Status of MCC Roofs**

- a. Roofing issues—see Walk the Project notes.

- b. Projected roof replacement—to be revisited next May.

**12. Front Door Replacement**

- a. Unit 54 requests to replace his door with a like door.
- b. Mary Beth moved to replace Unit 54’s door with a solid slab fiberglass door, jamb, and hardware at HOA expense. Second: Gary. Approved unanimously.

**13. Unit 60**

- a. Remodel update—will continue contact with unit owner to ascertain status.
- b. Town building permit status—notify owners that they can complete construction & clear their permit.

**14. Window Replacement Update**

- a. See Annual Meeting minutes

**15. BOD Organization\***

- a. Discuss filling open BOD position—after reconsideration, Mary Beth will continue as a BOD member, but with reduced responsibilities as a member at large.
  - i. Ed moved to accept Mary Beth’s offer to continue as a member. Approved unanimously.
- b. 2016-17 officers
  - i. Ed Klotz will continue as President
  - ii. Gary Drlik to continue as VP
  - iii. Harvey Place to continue as Treasurer
  - iv. Mary Beth “Better Than Nothing” Richardson will take on position of Member at Large
  - v. Sara Gomberg is now Secretary
- c. HOA Website: transition of site administration and management. Gary Small can take over most duties: posts & user accounts.

**16. Agenda Building**

- a. Next meeting: TBD
- b. Agenda items to consider
  - i. Unit 60 update
  - ii. “Stacking” policy
  - iii. Follow up on Flooring issues
  - iv. Venue agreement
  - v. Dog issues—discuss fines
  - vi. Adopt budget no later than January 31, 2017

**17. Review Action Items**

Action Item	Next Steps	Person Responsible
Maintenance	Trim Trees	HSM
	Bee keeper to remove hives	
	Follow up on outside vendor to sand railings	
	Remind units with Cozy Heat fireboxes to burn wood ONLY with doors closed.	
Floor issues	Notify unit 43 of BOD discussion	Ed
	Draft solicitation for hard surface flooring solutions	
	Consult Sanford about our legal limits	Gary
	Written notification of entry in unit 4 to inspect floor	

	installation; notify HSM of date	
Unit 2	Notify owner of Secretary contact information for lease agreements	Sara
Door replacement	Contact unit 54 to schedule installation; ask about peep hole & deadbolt	HSM
	Ask about cost difference between pine & fiberglass door jambs	
	Get picture of replacement door from Damon	
Meeting Docs	Provide access to Dropbox	MBR

### ***18. Executive Session***

- a. Action items:
  - i. Collections regarding late fees
  - ii. Managers' fee adjustment—Ed motioned to approve pay raise of \$120 per month for HSM (approx. 2%). Mary Beth seconded. Approved unanimously.
- b. Malcolm vs HOA update—no action items to report.

### ***19. Adjournment***

President Ed Klotz adjourned the meeting at 9:48 pm.

Respectfully submitted,  
Mary Beth Richardson, Member at Large  
September 11, 2016