

Minutes

Mammoth Creek Board of Directors Meeting

June 2, 2018

9:00 am

Mammoth Creek Condominiums

Unit 26

Approved June 8, 2018

In attendance: Board members Gary Drlik, Ed Klotz, Harvey Place, Mary Beth Richardson, & Tom Waller;
Managers Cheryl Caton & Gary Small

1. Call to order

President Ed Klotz called the meeting to order at 9:10 am

2. Approval of May 20, 2018 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.
- b. Approved 4-0 (Gary D abstained as he was absent for the meeting).

3. Owners' Forum

Any homeowner may address the Board or wait until later to discuss an item as it appears on the agenda. There will be a three-minute time limit per homeowner comment, per item.

- No owners present

4. Unit 30 Unit Modification Request

- a. Owner proposal—12:00 pm phone conference
- b. Item tabled: owner did not call in.

5. Update and Report Back on March 19, 2018 Action Items

Action Item	Next Steps	Person Responsible	Status
Gap Closure Vote Next Steps	Notify Town & Sanford re: vote results	Gary D	completed
	Notify owners of vote & response to Eminent Domain	MBR	
Unit 30	Clarify requirements for drawings & IIC ratings.	Ed	completed
Bat Boxes	Research types & installation requirements	MBR	in progress
Website	Find vendor to help with fixing Website issues	MBR	in progress

6. *Managers' Report*

- a. Good year—got a lot done and saved \$17,000 in snow removal.
- b. The roof & siding projects scheduled for this year are completed.
- c. Sprinklers
 - i. Working on adding/reconfiguring sprinklers to cut down on hand watering.
 - ii. Experimenting to see what works with sprinkler timing & placement
- d. Pavement slurry seal—will start soon on parking lots. In walkways, roots are popping up; will be ground down. Will look into a different vendor than Black Gold next season.
- e. Lights: replacing pillar lights has been a challenge b/c the style is no longer available. Will research & propose a new style to replace all lights complex-wide.
- f. Pool Windows: need to rework bid.
- g. Outdoor closet door on unit 9 needs replacing.
- h. Heater service: use our team to clean them each fall rather than the outside vendors. Considerable savings.
- i. Tennis Court: 4 years ago, refinished the court. Needs some maintenance—fill crack under net & patch surface flaking.
- j. Rodent damage on coax cable into office & outside lights wiring—will talk with Dewey to address the issue.
- k. Honda snow blower—some kind of flaw in the drive: repaired under warranty.
- l. Pool coping starting to crack in 4 areas; one is particularly bad. Recommendation: either replaster & acid wash (\$1500 for acid wash including spa) or go to fiberglass. Cost would be approx. \$25 – 30K. Fiberglass also recommended in Reserve Study.
- m. Tennis Fence—we put it off last year. Repair this year.
- n. Workers—propose giving Pablo & Guillermo a \$2.00 per hour raise
 - i. Additional \$8 – 10K a year to budget
 - ii. Recommend raise to bring them up to town wage standards & to retain them.
 - iii. Also add \$2.00 per hour surcharge for sanding.
- o. Railings—shortage of workers may affect timing, but will finish them this season. HSM will schedule units & notify the owners and renters who will be affected.
- p. For future, submit requests that impact budget in the fall.

7. *Walk the Project Observations*

- a. Dog signs: 2 middle signs need to be more visible; move them to opposite side of trail or add a sign to the other side of each post.
- b. Concerning firewood covers: Unit 53's cover was approved in unit modification process; if owners want to install a similar structure, they must go through the same approval process. Also, it's in restricted common area and can be inspected at any time.
- c. June is time to cover wood. HSM will cover owners' wood if requested at owner's expense (\$20.00). BOD & HSM will send reminder to all homeowners. For units who have no approved tarp, A Better Fireplace has some available or it can be ordered online—tarps must be tan in color
- d. Repair of railing damage: current repairs on unit 9 & 27 are temporary stop-gaps. We need long-term repairs. HSM will address.
- e. Pool area: flashing south side of pool building needs to be painted.
- f. Siding recommendations: for the small areas that need repair or replacement, schedule those with the painting cycle rather than through separate siding project.
 - i. 6 major walls will need to be replaced in the next 6 – 8 years.
 - ii. See if we can piggyback on the work the siding company does with other projects.
- g. Replace unit 43 doorbell.

8. Use of Property Sale Proceeds

- a. Owner Input
 - i. 21 owners submitted their input regarding the use of property sale proceeds, The majority suggested new doors (57% of respondents representing 6 out of 7 buildings).
 - ii. Other owner input—note: many owners suggested multiple options:
 - Replacement fund/ Remainder in fund (24%)
 - Distribute all or part of funds to owners (19%)
 - Roofing (accelerate) (14%)
 - Repave parking lot--office + 51-52 (10%)
 - Mitigate light pollution (5%)
 - Replace trees lost in storm (5%)
 - Deferred maintenance (5%)
 - Bocce ball court (5%)
- b. Discuss most viable options
 - i. Because majority of input reflected need for doors, Board agrees that proceeds should be used to purchase & install.
 - ii. Total cost of doors would use most of the proceeds, but remainder to stay in reserves.
 - iii. Gary D proposed to form a subcommittee to choose one door and one hardware option, get owner feedback, then choose a vendor and install in Spring of 2019.
- c. Harvey motioned to earmark Bike Path sale proceeds to replacing the remaining roofs on the four remaining buildings in the spring of 2019 to allow the completion of all roofing in the spring of 2019. Devote the remaining funds immediately to the doors project for the 11 units who have expressed a desire for new doors. For the remaining 49 units, begin the replacement of doors in the spring of 2020, keeping the FY ending balance in the Replacement Fund at or above the \$200K minimum established in the current Reserve Study (which allows the front parking lots to be repaved in the summer of 2020). Ed seconded.
 - i. Discussed rationale. Focus on higher priority projects 1) shake roofing poses a serious fire hazard, 2) parking lot pavement requires increasingly costly repairs each year. Address safety and liability issues before cosmetic upgrades.
 - ii. Discussed timing the projects in order to re-roof ahead of schedule **and** upgrade doors on every unit.
 - iii. Motion failed 1 – 4 (Yea: Harvey).
- d. Ed motioned to move the roofing replacement project to be fully completed by spring 2019 (FY 2019-2020) with funds from our current replacement funds with the understanding that the FY ending balance in the Replacement Fund will drop below the \$200K minimum established in the current Reserve Study. Gary seconded. Approved unanimously.
- e. Ed motioned to use the funds from the sale of the bike path property to fund door replacements complex-wide. Tom seconded. Approved unanimously.

9. HOA Governing Documents Revision

- a. Because of new laws, regulations, and ordinances, CCRs & Bylaws are in need of modification and clarification.
- b. Board agrees to use Tim Sanford's template and work through it section by section in Google Drive. Board will suggest changes for attorney to make in the template.
 - i. MB to provide tutorials on setting up and collaborating in Docs

10. Hard Surface Flooring Policy

"Post Mortem"—takeaways from prior Architectural Reviews and owner complaints.

- a. What we've learned:

- i. So far, we have found no materials whose sound qualities come close to carpet's.
 - ii. IIC & Delta IIC ratings are meaningless in our environment; all products have failed regardless of their ratings.
 - iii. For current exemptions, we have had to include detailed conditions and requirements in the unit modification approval that are non-transferrable.
- b. Revisions & Next Steps
 - i. To alert potential buyers non-transferrable conditions, have seller disclose those in the listing agreement.
 - ii. Include conditions in the Hold Harmless agreement—have legal counsel review and advise how we attach.
 - iii. Have legal counsel review revisions to flooring policy
 - iv. Professional sound testing—the board agrees that the owner should bear the cost of hiring a professional sound engineer, and that the BOD is not obligated to follow any resulting recommendations.
 - v. Inventory 2nd floor units with hard surface flooring and itemize the complaints and remedial actions taken for each unit.

11. Architectural Review Process and Procedures

- MB & Tom subcommittee: will work with HSM to create & propose standard steps to follow with each unit modification proposal.

12. Treasurer's Report—FY ending 3/31/2018

- a. We're over budget in some areas, but have recouped legal fees to offset overages.
- b. See Harvey's doc (to be attached).
- c. State Farm Insurance: Harvey has worked to update coverage to full replacement value effective April 1, 2018. (~~changing the renewal date from May 31, 2018 to March 31, 2018~~); in January, State Farm quoted \$28K per year. Deductible & policy term are still the same. Due to some glitch, the policy updates did not come through on April 1 & our agent is looking into this. In addition, State Farm has inexplicably increased the premium quote to \$32K per year. Harvey will bulldog this.

13. Updates & Extras

- a. Website Health & Next Steps
- b. Window Replacement
 - i. Four units left to pay for window replacement
 - ii. Goal to complete installations for 8 paid units by first week of August.
 - iii. Warranty repairs will start next week; Mammoth Screen & Glass admits that they've fallen behind on that work.
 - iv. Next: finish office & pool windows. Gary motioned to accept MSG bids for pool & office replacement; Harvey seconded. Approved unanimously.
- c. Bike Trail Update
 - i. MCC land purchase is complete and eminent domain has been avoided.
 - ii. West lot is still in process of ED because owner recently died and property is apparently in probate—this may delay
- d. Rodent control
- e. Summer covering of deck firewood

14. 2018 HOA Annual Meeting

- a. Planning
 - i. Date—September 8, 2018
 - ii. Pre Annual Meeting BOD meeting, Friday, September 7, 10 am
 - iii. HOA meeting 1pm w/ lunch served noon
 - 1. Cheryl to manage food—Catering by Chrissy
 - 2. RSVP by August 27
 - 3. Speaker—Presentation by Mammoth Mountain Alterra
 - iv. Possible email blast + Website post of save the date ASAP
- b. Election process
 - i. Call for nomination distributed by June 15
 - ii. Nominations due to Butner’s by 5:00 pm Monday, July 16
 - iii. Election info, ballots. & YE financials out by August 3.
- c. Inspector of Elections—Cheryl Caton

15. Executive Session

No action items to report.

16. Agenda Building

- a. Start Friday, September 7 and continued on the morning of Saturday, September 8, 2018 to complete any remaining agenda items. As customary, the BOD will reconvene thirty minutes after the end of the Annual Meeting.
- b. Location: MCC, unit TBD.
- c. Agenda Items
 - i. Discuss pool resurface options
 - ii. CCRs Articles 1-3

17. Review action items

Action Item	Next Steps	Person Responsible
Pool Resurface	Quote	HSM
Tennis Court Fence	Schedule repair	HSM
Wood covers	Draft & send email reminder	MBR
Railing	Look into long-term repair	HSM
HOA Annual Meeting & Elections	Chrissy to cater lunch	Cheryl
	Flyer: emphasize rsvp	MBR
	Email blast to save the date	MBR
	Docs to Butner for distribution	MBR
	Mammoth Mountain speaker	Gary D
Door replacement	Form subcommittee and propose options to HOA	Gary D
Unit 13	Letter re: communication with managers & vendors	Ed
Contract Renewal	Set up evaluation discussions	Tom & MB
CCR revision	Read & comment on Articles 1 – 3	BOD
	Set up Google Drive	MB
	Invite Tim to Sept 7 meeting	Gary D

Website	Find vendor to help with fixing Website issues	MBR
Windows	Notify owners who haven't paid	Gary D

18. Adjournment

Ed Klotz adjourned the meeting at 5:03 pm.

Respectfully submitted,
Mary Beth Richardson, Secretary
June 5, 2018