

# Minutes

---

## Mammoth Creek Board of Directors Meeting

May 5, 2019

9:00 AM

On site, unit 26

**In attendance [via conference call]:** Board members Gary Drlik, Ed Klotz, Harvey Place, Tom Waller & Ken Gilbert; Manager Gary Small, HOA Attorney Tim Sanford

### **1. Call to order**

- President Gary Drlik called the meeting to order at 9:10am

### **2. What if anything to do regarding covering firewood June 1 - September 30**

- Firewood Covering requirement. Thom Heller was replaced by Natalie Morrow as Fire Marshal.
- Gary D. contacted fire chief regarding requirement. Chief said they intended to fine HOAs of complexes, not the individual owners because it was in common area. Gary D. responded owners controlled the firewood, not the HOA.
- Owner's responsibility from June 1 to September 30 to cover their firewood.
- Tim looked at their ordinance and concluded that it was vague regarding whether the fire dept. could fine the HOA. We will ask for the legal basis of doing so.
- Discussed situation. Rather than argue with Fire Marshal, decided to proactively ensure that all firewood on decks is covered. Specifically, notify owners of requirement, potential fine. Owners have 2 options:
  - o Do the covering themselves.
  - o Contract with HSM, \$25 to do the covering, \$25 to remove, estimate \$75-100 to purchase a (California fire marshal certified) tarp. Color must be beige like the ones currently in use.
  - o If neither of these occur High Sierra Management will do it at same rates and bill the owners.
- Ed will draft a letter. Although we chose not to argue, we will push back any Fire Marshal orders that lack legal backing. With that in mind, Harvey and Tom (a retired fire marshal) will pay a visit to the fire department later this week.

### **3. Meet with Tim regarding edits/questions to new CC&R template**

- Worked through first 6 sections of our comments on Tim's template for the new CC&Rs. Made good progress
- Scheduled a Board Meeting May 22 at 5pm pacific that included Tim to finish this up.

#### **4. Executive Session**

< 30 minute Lunch Break; Tim and Ken left the meeting >

#### **5. Approval of April 2, 2019 Board Meeting Minutes**

- Harvey motioned to approve, Tom seconded. No further discussion.
- Approved 4-0.

#### **6. Owners Forum**

- No other owners present, but two board members put on their owners hat.
- Tom, as unit #1 owner rather than board member had an issue regarding dumping of ash from unit #2 that landed on unit #1. Pictures indicate a barbeque with charcoal, and also unit #1's tarp incurred some damage; wants unit #2 to pay to replace tarp and repair some railing damage. Will send a letter to owner of unit #2.
- Harvey, as an owner of #26, wonders about a little 2 inch band around the light installed by the bike path. Can the Town place a 2 to 3 inch shield on the fixture running 180 degrees around the side facing Mammoth Creek so the light cannot be seen?

#### **7. Sound testing update**

- Ryan Sema of RNS Acoustics, Tom, Gary S. and Harvey tested the designated 6 pairs of units on May 4. Tapping machine used in upper unit with recording equipment in the lower unit.
- Will take 2-4 weeks to accumulate and compile the info in the report. We then have the option to pay for recommendations regarding how to improve the sound rating to the level of carpeting. Will discuss that after we get his initial report. Phase II report on recommendations will cost \$1200. Harvey was favorably impressed with Ryan's work.

#### **8. Web Site Update**

- Malware removed, but site not quite ready for public consumption. Exploring options to prevent a repeat of the malware/plugin issue that brought it down last year.

#### **9. Door Project Update**

- Chris of Best Window came up with his crew and started April 29. After 6 days of work, 12 doors remain, so they will be done Tuesday May 7.
- Gary S. is working on new keys for all owners. Contact him when you are next planning to stay in your unit; you will need to pick up your new keys.
- A few flooring issues with the door/floor boundary and gaps between the tiling and the door threshold. Evaluating solutions, as well as whether this will be HOA or owner responsibility.
- Need to rekey locks for tennis court and spa so that the new keys for the owners work. Until then, use your old key. Also, currently outside ski lockers (which are only in units 1-28) are still keyed to the old keys. Chris thought that the locksmith

could adjust those locks rather than replace them. Need to find out whether all external ski lockers work with old keys or not; that will determine the available solutions. For now Gary S. will contact Eakins, the local locksmith, regarding available options.

#### **10. *Manager's Report***

- Huge winter regarding snow removal costs. Had some wind damage. \$10.7k of expenses clearing roofs (cost of \$85/hour). Probably should have cleared unit 30 roof, as it did shed snow. Lawns are torn up a bit; a few sprinklers are damaged.
- Regarding doors, will do a final walk through with Chris on Tuesday after all of them are done. Will also want to caulk around the door trim. All these door related expenses go to the door project.
- Windows project completed. All windows installed. Painting the interior trim, is owner's responsibility; if not done within a year of installation, the lifetime warranty is voided.
- Part of pool coping needs some repair work. Tennis court fence (especially the west side) incurred significant damage due to big snowfall and gradual snowfall. Gary S. has an idea to prevent this problem in big snow year.
- Owner, unit 37, mentioned torn up asphalt by his unit. Discussed concrete instead of asphalts, but the problem is that even a slight nick in the concrete allows moisture to creep in and destroy the concrete within 5 years.
- Having issues with people from other complexes showing up at our complex (maybe AirBnB); need a more prominent display of 96 Meadow Lane address.
- Still see a lot of glass bottles in the Jacuzzi/Pool areas; need more prominent signage.
- Evaluating pressure regulators regarding units 1-28, which appear to be unnecessarily high, causing exhaustion of hot water.

#### **11. *Walk/Ski the complex***

- Recent warmer weather enabled us to walk the complex.
- Don't replace trees very close to buildings.
- Guillermo found some new green globe lights in storage
- Edison is offering to install electric car charger infrastructure for free. Gary S is looking into cost to install actual chargers. Need 5 adjacent parking spaces. Not clear how much protection they need in winter.
- Issues with asphalt around unit 37. Lots of snow, slight downward slope prevents drainage. Concrete not an option. Maybe better quality asphalt or repave to remove slight downward slope.
- A few pool coping blocks need repair; Gary S. is looking into cost of replacement. Most blocks are OK.

#### **12. *September 7 HOA meeting***

- ***Election Plans***

- Harvey, Gary & Tom up for reelection for two year terms. One of them has indicated he will not serve another term, so someone outside the current board will be needed to fill the open position.
- Notice for meeting must go out a month in advance; shoot for July 31. If more nominations than board positions, must send out ballot with meeting packages. Monday, June 10 for nomination form to be sent out, due by Friday July 12 at 5pm. If we don't fill the open position, the board can recruit an eligible homeowner to fill the position. EdK to provide the documents.
- **HOA Meeting Plans**
  - Notice for meeting must go out a month in advance; shoot for July 31. If more nominations than board positions, must send out ballot with meeting packages.
  - Regarding the meeting itself, usual potluck from 12pm - 1pm, followed by HOA meeting. Need to bill Guillermo's and Pablo's hours to the board and meeting budget. Last year we incurred an extra \$350 for chairs and tables from Convict Lake because we could no longer get them very cheaply from the RV Park. Looking into cheaper options (e.g. church in exchange for donation, Mammoth High School). Will look for a guest speaker; any owner with a suggestion should contact a board member.

### 13. Review of Action Items

Action Item	Next Steps	Person Responsible	
Continue reviewing CC&R, Bylaws template	Reviewed first 6 sections of CC&Rs with Tim at May 5 on site meeting; finish the remaining sections with Tim during next meeting scheduled for May 22	Board	In Progress
Tarp Coverage Requirements	Meet with Fire Marshall to discuss	Harvey, Tom	May 7
Board Nomination Documents	Use 2018 documents as template	Ed	Must finish by June 10
Lock options for ski lockers, tennis courts and spa doors	Contact Eakins, our local locksmith	Gary S.	
Contact owners regarding painting inside of windows	Draft a letter/e-mail	??	
Web Site	Final revisions for public consumption	Gary S., Ed	
Table and chairs for Sept. 7 HOA	Look for less costly options than last	All, including	

meeting	year	homeowners	
Door thresholds	Check with Chris of Best Windows regarding options	Gary D and S.	In Progress
Dumping of ashes from unit #2 by renters	Contact owner	Gary S.	
Website	Sort out the malware that landed on the site	Ed, Gary S.	In progress
Ring device	Research for use at front office	Tom	
Schedule next meeting	May 22, 2019	All	Done

#### **14. Adjournment**

- President Gary Drlik adjourned the meeting at 4:57pm.

---

Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the board for discussion and/or action, it will be done in compliance with Section 5.3 MCHOA By-Laws as an emergency item or because there is a need to take immediate action, which need came to the attention of the Board subsequent to the posting of the agenda