

Minutes

Mammoth Creek Board of Directors Meeting

January 22, 2023
5:00 P.M. (Pacific Time)
Via Zoom

In attendance (Via Zoom): Board members Ken Gilbert, Harvey Place, Tom Waller, James Milnes, Jenna Glasser; Gary Small and Cheryl Caton of HSM; Owners Russ and Pam May (Unit 60)

1. Call to Order -

- a. Ken called the meeting to order at 5:03 PM

2. Approval of minutes –

- a. For approval of the minutes from the 11.2022 meeting: Tom motioned, Jenna seconded – minutes approved

3. Owners Forum

- a. Russ and Pam May (unit 60) joined the meeting and raised concerns regarding the leak into their unit and unit 59 below them. In part they wanted clarification regarding moving forward with full remediation for both units of any damage done to their unit and the unit below them. Board discussed engaging insurance company since deductible is \$5k and damage may exceed this amount
 - i. JG will call State farm tomorrow (1/23) to say we have a possible claim and see how they want us to proceed
 - ii. Russ and Pam will get provide any additional photo documentation they have
 - iii. HSM will follow up with Kenney Roofing to discuss remediation/ prevention work on all similar spots in all buildings on complex, as this is the second year this has happened to same spot with new roofs (unit 29, unit 60). Need to confirm whether this is weather, materials, or workmanship.
 - iv. HSM will continue snow clearance from roofs. Cheryl has previously requested roof clearing and was told it could be up to 3 weeks but complex is on the list for service.
- b. Pam May requested showers in be outfitted with soap/shampoo/conditioner dispensers. Board will look into cost etc for installation and ongoing maintenance
- c. Pam and Russ noted the high level of chlorination in spas, as guests have also mentioned. Ken confirmed this is an automatic system and may need to be replaced or recalibrated. HSM will follow up.
- a. Unit 39 (Glasser) Arch Review Approval – Need to put together a 2-person committee – Tom and Ken will step in and do this within a week – F/U

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4. CCR and Bylaws Follow-Up

- a. Current Status of Doc Filing – Ken has notarized copy of the documents that he will PDF and send to Tim; Tim is following up on approval from City to redo them; Tim will also follow up to confirm this filing is approved
 - i. Tom asked if there is any payment required to anyone reviewing on behalf of the City – Ken answered he hasn't heard this but will confirm after he talks to Tim this week
- b. Adjustment to spending approval limits (reduce down from 25%) - this will need a full vote so this will remain on the docket until we have the approvals done and there would be a line item veto to address this one item prior to the annual homeowners' meeting this way

5. Review Policy Drafts

- a. Doorbell Policy – James walked the group through the doorbell policy; group discussed concerns with privacy and the need to add something related to this in the policy. Ken will ask Tim to confirm what the posting requirements are for 'video surveillance' as well as what the voting process is to ensure we have homeowner comment period.
 - i. Gary noted 56 already has a videodoorbell; Ken asked him to communicate that they need to take that down b/c it's not approved on outside of the building – Gary confirmed he will do this
- b. Transient Rental Policy – Jenna walked team through policy on transient rentals needing to align to all existing policies we are seeing challenges with. Tom mentioned this could be rephrased as a letter to homeowners similar to one he sent out in 2020. Will provide copy and Jenna will redo.

6. Manager's report

- a. 250% of normal snow for the season – new blower has almost 60 hours on it already – have been trying to clean out courtyards and cornices as team is able; some courtyards to remain closed if other entrance options available and cornices continue to be dangerous. Complex on list to have roofs looked at; tennis court and fence will definitely need repair this summer b/c couldn't keep up with that area; leaving creek-side of complex unplowed intentionally
 - i. Tom asked whether the managers have a team they work from when they need additional people, and what the pricing situation actually is in town; Gary confirmed they have a list but everyone has a need from them at the same time, so availability is minimal and prices have in fact increased
- b. Ken raised the concern regarding the comments HSM sent him regarding the snow removal pricing and that the Board does appreciate what they do, but is considering putting that contract out to bid as we do hear concerns from homeowners/guests complaining of interactions they find unpleasant

7. Monthly Financial Reviews

- a. Harvey provided an overview of the financials for October/November, which have been sent out;
- b. Russ asked whether the building painting comes out of the reserves or operating fund; Harvey responded that we transitioned to using reserves this year but prior to that had come from

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Operating; as expenses crept up, the decision was made to pay it out of reserve rather than loan reserves to operating and pay it back over extended period of time

8. 2023-24 Fiscal Budget

Group discussed proposed Fiscal budget that was sent out in November.

- a. Planning on maintaining current HOA dues though discussion that less than optimal amount going into reserves meant that likely the next year or two would see an increase in HOA fees of over 5% to improve reserve deposit; will leverage information from reserve study to confirm approach
- b. Group discussed need to add funds for addressing previously mentioned damage to tennis court due to additional snow. Multiple options being looked at per Gary and will continue to evaluate.
- c. Planning landscaping – need to get a landscape architect to look at it and give us a plan that we can enact this year or next that helps us reduce our water footprint by xx% (50% for example). After discussion, recommendation is to rename the line item to incorporate all landscaping work/research over next few years

Based on these changes, Harvey confirmed that he will get the budget to Butner by Feb 1 and will be in the documentation that goes out to all homeowners the last day of February

9. Executive Session

Board discussed personnel and contract issues.

10. Review of Action Items

Item	Owner	Status
Follow up with State Farm regarding potential claim for leaks into units 60/59	Jenna	Completed
Occupancy Policy – update and transition to letter similar to November 2020 letter (Tom will provide version)	Jenna	Draft Completed
Follow up with Kenney re concerns about new roofs leaking in same-type spots on multiple buildings, 2 years in a row	HSM	Not Started
Shampoo/Conditioner/Soap dispensers addition to spa – installation and ongoing maintenance cost	HSM	Not Started
Ask Spa servicers to check chemical dispensers in spa area and confirm proper amount is being used / reduce amount	HSM	Ongoing

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Review Arch request for Glasser / unit 39	Ken and Tom	Not Started
Continue to work on approval and filing of updated HOA documents	Ken (w Tim)	Ongoing
Communicate with unit 56 that video doorbells not yet allowed though Board is reviewing; in interim they will need to remove theirs	HSM (Gary)	Not Yet Started
Maintain CCR updates on agendas going forward until resolved	Jenna	Ongoing
Update video doorbell policy with privacy information potentially from other policies re same	James	Ongoing
Outline proposed fix and pricing for tennis court plus pickleball incorporation – adding fence options to this due to likely increased damage due to snow	HSM	Ongoing
Identify an engineer for the review of elevated walkways and platforms	Tom	In Process

11. Adjournment

Next Meeting is Sunday March 12th – 5 pm PT

Meeting adjourned 7:18

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