

**HIDDEN VALLEY VILLAGE OWNERS
ASSOCIATION
Board of Directors Meeting**

Minutes

Date of Meeting: March 26, 2024

Time: 5:30 pm – 7:30 pm

Location: Hidden Valley Village Common Area Room

Also Join by Zoom Meeting

<https://us06web.zoom.us/j/2257116731?pwd=ZWM5SXBJR29BMWRvcnJwYS8xWDM4UT09&omn=89830963864>

Meeting ID: 225 711 6731

Passcode: 445657

Hidden Valley Office: 760 934-7303 Email: manager@hiddenvalleymammoth.com

1. General

- A. Call to order by President: Jim called the meeting to order at 5:32 pm
- B. Roll call. Record Board Members, Management, owners, and guests present
 - Charlie McDonald Unit #20
 - Karen Shorr Unit #8
 - Courtney Fischer #33
 - Donna Piet #13
 - Kelly Sooter #114
 - Board:
 - Jim Murphy, Deb Martin, Susan Kirkgard, Tricia Gomez, Ruth Wheeler, Brian Johnson, Nick Roberts
 - Management: Present
- C. Announcements/Orders of the day/Items discussed in Executive Sessions
- D. Any items pulled from the consent agenda to be heard special, changes to order of agenda and recusals.
- E. Homeowner Forum: 15 minutes (Comments on Agenda or Non-Agenda Items)
****Homeowners are also encouraged to submit comments and suggestions to the board via email at bod@hiddenvalleymammoth.com*

2. Consent Agenda Items

- A. Approval of minutes from previous meetings
- B. Treasurers Review including ratification of expenditures over \$2,000 and expenditures from the reserve account. - Treasurer's Report for: roof replacement costs, owners past due accounts and year end 2023 fund balances
- C. Ratification of Architectural Committee approvals of work order requests
- D. Reports and ratification of actions from Rule Enforcement Committee

E. Informational Reports: (1) Management Report

3. Agenda Item 1: Roof Replacement-Selection of Color and acceptance of Contract. Review of Scope of work.

MOTION: Brian moved that all Board members and interested present owners provide any input or questions regarding the potential contract to Debra by end of business tomorrow so that Debra can connect with Tim Sanford on Thursday. Tricia seconded. All were in favor.

- Tricia requested samples of several of the metal roof colors to be shipped to the managers office (Charcoal, Medium bronze, Patrician Brown, Mansard brown, buckskin).
- Management will contact Julio tomorrow and give us the addresses of any installed colors. Management will get photos and board members can also look in person when there.
- Deb, Ruth, and Nick will be on-site the weekend of 4/5 and will review samples and meet with Julio. Management to get a list of buildings that Julio has done and get pictures to share with management.
- dmk90502@yahoo.com shorr18@gmail.com

4. Agenda Item 2: Approval of ground and roof shoveling expenses to date.

Motion: Ruth moved to approve the expense of ground shoveling to date to pay management for extra ground shoveling done during storms that delivered more than 24 inches in 48 hours in an amount not to exceed \$10,000. Jim seconded and all were in favor.

5. Agenda Item 3: Expense approvals for Reserve Fund items: Sewer cleanouts for all Buildings on property Bid \$3,900, Driveway Slurry Estimate \$9,500 (Budget estimates on Treasurer's Review)

MOTION: Ruth moved to approve the following major capital projects with the following "not to exceed costs". Debra seconded and all were in favor.

- 1) Sewer clean outs all buildings \$4,000
- 2) Driveway Slurry \$11,000
- 3) Replacement of Skimmer in lower Jacuzzi \$5,000
- 4) Upper pool area restrooms and showers \$15,000

6. Agenda Item 4: Rodent control - Expenses –

MOTION: Jim moved that we discontinue this year when the current contract ends in June and monitor how it goes to see if we may need to resume and factor into the future budget. Deb seconded and all were in favor.

7. Agenda Item 5: Lower Jacuzzi Skimmer - See #3

8. Agenda item 6: Upper Pool Area Restroom Showers - See #3

9. Agenda Item 7: Reserve Study Report

Ruth shared what the committee is doing related to the reserve study. Deb will add the info from the update that Ruth sent to the Board to the minutes since it wasn't ready for the consent agenda. See end.

- 10. Agenda Item 8:** Owner Communications: Summer owner's BBQ/potluck, November Annual Meeting Date, Next Newsletter to owners. Newsletter will be discussed and sent after the additional meeting we're scheduling for next week when we have additional info. Summer BBQ will be scheduled for September 21st. Traditionally the owner's meeting was in November around opening weekend because most owners were not on nightly rentals and were here for opening. The board discussed considering October 26th or November 2nd in addition to November opening weekend, which is generally around Veterans day. Tricia will send out a poll to owners for feedback so we set the date at the May meeting.
- 11. Agenda Item 9:** Management items in addition to Managers Report - None
- 12. Announcements:** All 2024 Regular Board Meetings begin at 5:30. Meeting Dates are: Jan. 23, March 26, May 28, July 23, Sept. 24. November Annual Meeting TBD
- 13. Adjournment** The regular meeting was adjourned at 8:02pm

Info from agenda item #7

Reserve Study Report

*Committee Members: Ruth Wheeler, Susan Kirkgard, Karen Shorr, Karen House
The Committee has met twice and accomplished the following:*

(A) We have communicated with Chris Andrews from Stone Mountain Corp. to initiate the Reserve Study preparation contract. Ruth emailed Chris Andrews to give him a heads up on our current re-roofing plan for 2024 and asked questions regarding how the roofing expenses will affect our 2024 study.

(B) We have inspected the 2021 Optimized Cash Flow Analysis Spreadsheet and begun updating it with actual, predicted, and recommended replacement dates for major capital projects. We have looked at a few additions and possible changes in scope for some of the major capital projects.

****Questions and Answers from Chris Andrews:*

Our First question was: How do we handle the re-roofing change from composite phased replacement beginning in 2036 to re-roofing all buildings with metal in 2024 and the subsequent depletion of the reserve funds at year end 2024?

Reply from Chris:

And for the Roofing/Insurance/CompShingle-to-Metal conundrum you mentioned below, we'll just need the final \$\$ amount left at your 12/31/24 FY End.

...it can be surprisingly easy in the context of a 30-year funding model. In your case, the HOA has a very favorable expense plan in which the minimum reserve balance occurs far out in the future and there are healthy year-end balances in the first decade or two. That tells us we can insert a \$400K unexpected expense (like this roofing "upgrade")

expense) in the projection -- and when we run the Cash Flow Optimizer, the impact isn't nearly as bad as one may think. In this case, the 2021 Cash Flow Analysis would show a \$15.76/unit/month increase in reserve funding (a/o 2021, of course).

Our Second Question was: What information do we need to supply prior to the visit by Chris Andrews to inspect our property in the spring?

Reply from Chris:

the real work will be putting together a funding plan based on subsequent email/phone interactions with you and your Reserve Study Committee to nail down the key inputs for each line item ("Useful Life," "Remaining Life" and "Current Cost to Replace").

Much of this can be done in advance of my April site visit.

So if you (and your Reserve Committee) can simply annotate the first page of the prior 2021 Optimized Cash Flow Analysis to show which items are postponed to which year in the projection (e.g. draw an arrow) – and show which items are accelerated, and at what cost -- that is the most efficient way for your committee to present your revisions/updates to the prior reserve funding plan.

****Inspections and Possible changes to the 2021 Optimized Funding Plan Spreadsheet. Most line items in the spreadsheet will carry over to 2024 with updated costs based on current construction expenses. The following items have been discussed by the committee. At this time everything is in the "tentative stage" and a final report for the optimized funding spreadsheet will, hopefully, be ready for board approval at the May meeting. Here are the changes that we have so far:*

a) Roofing will be calculated at year end. At that time, we should have actual cost and completion of the project. Our Roofing component in the 2024 Reserve Study will be greatly simplified because all roofs are being done at the same time.

b) Painting will be phased with three to four buildings per year painted beginning in 2025 as needed. We will determine the grouping of buildings with recommendations from management and Chris Andrews. We will also ask if we can list the painting of buildings without identifying specific buildings ie paint one large building and two small buildings rather than stating Paint buildings E, D and G. Not identifying specific buildings will ensure that we are painting buildings as needed rather than sticking to a ridged schedule. This is like the way we replace unit front doors on as with and as needed process. The reason for painting buildings in a phased system is to spread out the cost over 4 years if we need to based on Reserve fund depletion predictions caused by the use of funds to pay for the roof replacements.

c) Upper Spa, Pool Building Showers, Pool Fence, and Concrete Deck will be scheduled as follows:

**Showers to be refurbished this summer (2024) because they are damaged and the potential of damage due to leaking shower stalls requires immediate attention.*

**Pool Deck, Spa Jets, and Fence will be done next summer in (2025)*

Karen House will work with the contractors that we are using to address the leak in the lower Jacuzzi skimmer to get bids for the upper spa jets, we will search for price and quality comparisons for pavers and concrete to find the best option for the deck. We will gather data for the best fencing options. The project should be researched and ready to begin summer of 2025 along with the painting of 3 buildings on property.

d) Refurbishment of Managers Units Karen House and Ruth Wheeler will work together on this section of the study to gather data for actual cost of repairs completed between 2021 and 2024. They will attempt to organize this section of the spreadsheet to address needs more accurately for major capital expenses in this area.

e) Truck Replacement date on the 2021 Reserve Study is not realistic. There are several options and ways to look at the need for a truck. The plow is indispensable in the winter, something that uses less gas would be nice for the summer, management does not recommend the purchase of a loader, however rental of a loader for winter months is a consideration. Renting a loader may not qualify as a major capital purchase so costs might come from the operating fund for loader rental. We concluded the truck discussion by leaving it to management to let us know what they think they need as far as a vehicle, and the best replacement options for our existing truck. We will work on gathering data for the May meeting.

f) Required Stairway and Balcony Inspections Our cost for this item was less than predicted in the 2021 Reserve Study. The State regulations regarding the frequency of this requirement have changed. Karen House will get the certification from Forest Cross and the final cost information to Chris. He will adjust the 2024 Optimum Funding Plan accordingly.

g) Stairway Treads are becoming a little rusty in exposed areas. They do not need immediate attention, but within the next ten years some sections of treads will need to be re-powder coated and painted. We're not sure if this falls under routine maintenance (operating fund) or major capital expense (reserve fund). We can ask Chris for input on this.

h) Siding currently is in good shape. It was inspected on buildings F and G and water damage in those buildings was caused by chase leaks not siding failure. Nick requested that we look into future replacement of siding to be a composite material (Hardy Board) rather than wood T-1-11. Karen House checked with Engineer Forest Cross and TOML Building dept. which both cited the potential that the extra weight of this material could require structural reinforcement for installation and therefore significantly increase the funding required for total replacement. In addition, the specific/proprietary requirements for installation of this material could be problematic due to the challenging skilled labor

issues in Mammoth Lakes. At this point more research is needed to move in this direction. It is the recommendation of the committee that the 2027 Reserve study would be the best time to address this issue after further research.

i) Routine Sewer Line Cleanouts will be done summer of 2024. The bid cost is lower than the amount listed on the 2021 reserve. We will continue to fund this maintenance through reserves and have the drains snaked periodically in the spring/summer to avoid the cost of drain blockage during the winter when we have to dig through snow to get to the cleanout accesses.

**HIDDEN VALLEY VILLAGE OWNERS
ASSOCIATION
Board of Directors Meeting**

**CONSENT AGENDA
MARCH 26, 2024**

****Board Ratification/Approval Items:**

- A. Approval of minutes from 1/23/24 and 2/29/24
- B. Ratification of Treasurer's Review for December 2023 and January 2024
- C. Ratification of Architectural Committee approvals of work order requests
- D. Report and Ratification of actions from Rule Enforcement Committee
- E. Reports and Informational Items:
 - 1. Management report - informational item

A. Approval of Minutes: January 23, 2024, Regular Meeting Minutes, February 29, 2024, Special Board Meeting-Roofing - Minutes can be viewed on the Hidden Valley Mammoth website: www.hiddencallemmammoth.com

B. Ratification of Treasurers Review and Reports: Treasurer's Reviews with lists of expenditures over \$2,000 from Operating Funds and insurance claim tracking can be viewed on the Hidden Valley Mammoth website: www.hiddencallemmammoth.com

Treasurer's Report: Funding for Roofing Project

At this point we have some unknown amounts for expenses and funding of the roofing project. The project was initiated by a motion at the February 29, 2024 Special Board meeting. The motion included a statement that an ownership special assessment would not be required to fund the project. The project will be funded using State Farm insurance claim proceeds and existing Reserve Funds only.

At each Board Meeting I will update the Board and owners with income and expenses for the roofing project via the Treasurer's Review spreadsheet beginning with the February Review. The amount of insurance funds which we will use for the roofing project will be affected by ongoing expenditures for interior unit repairs for damage

caused during the 2022-23 winter and replacing the stairway and walkway rail caps. The funding amounts for roofing from insurance proceeds will include the amount awarded for roof replacement by State farm as well as surplus funds once all interior damage to units has been repaired and paid for. There is a very good chance that the insurance funds will increase based on negotiations being handled by the consulting firm hired by the HOA. This will potentially increase our Insurance funding. What it boils down to is; insurance funding is a bit of a moving target which we will be able to track accurately as the project progresses. At this time I'm working with the following estimates:

Estimated Bid from A-Plus Roofing = \$900,000

Exact Insurance Funds Available at this time = \$610,111

Estimated Future insurance claim proceeds = \$200,000

Estimated payments from insurance funds for interior and rail cap repairs = \$45,000

Estimated amount needed from Reserves to "pay the bill" = \$134,889

Treasurer's Report: Unit Owners with delinquent payments for Assessments

We have an unusual number of unit owners with past-due amounts for HOA assessments. The increase in dues for 2024 is the first time we have increased dues in three years. Many owners who manage their finances with the autopay function that does not incorporate the service of an adjustment to pay the full amount due each month failed to adjust their accounts to cover the dues increase. Hopefully the owners who failed to pay the full bill in January will correct the shortfall in dues collection caused by partial payments. In addition to this problem, we have one owner past due for \$3,055 and a second owner past due for \$4,751. The total of delinquent fees as of January 31, 2024 was \$9,101.

Prompt payment of Assessments by all owners is critical to the financial health of the Association and the enhancement of the property values of our homes. The Board of Directors takes very seriously its obligation under the CC&Rs and the California Civil Code to enforce the members' obligation to pay all fines and assessments.

Owners may pay online by accessing the Butner Portal at <https://portal.butnerhoaservices.com> or a check made out to Hidden Valley Village HOA may be mailed to:

Butner Homeowner Association Services
P.O. Box 1999
Mammoth Lakes, CA 93546

Treasurer's Report: 2023 Year-End Report

We are looking good (not great) in all three areas of the Budget. The collection of the emergency special assessment and the insurance claim awards skew the normal straightforward inspection of the three areas of the Budget. Hopefully, the explanations for each of the three budget areas below will give a clear picture of where we were at year-end 2023.....remember the big roofing award of \$400K+ was not received until 2024 so those funds are not included in this report.

Good News first: Reserve Fund:

The target amount of funds for year-end 2023 according to the reserve study is \$776,576. As of year-end 2023, we had \$799,888, which puts us \$23,312 to the good. This is excellent news because in 2022 we reached ahead for funding to complete the lower jacuzzi which left us with a significant shortfall for the 2022 end-of-year target of Reserve Funds. In other words, we are “all caught up and looking good”

Soft Good News next: Operating Fund.

The Operating Fund tracking this year was difficult. The borrowing of reserves and subsequent payback via the Emergency Special Assessment along with the influx of insurance claim funds makes it a little difficult to see our total operating funds on the Treasurer’s Review. I have tracked Snow Removal, and the Insurance Claim spending separately at the bottom of the Review Spreadsheet.

Here is what I look at to see how successful the budget estimates for 2023 ended up. First, taking the total amount in the Operating fund we subtract the 2023 Insurance Claim awards, three months of Operating fund owner dues, outstanding checks for payment of services, and prepaid owner dues. We ended up with a shortfall of \$2,752.

Even though this is a deficit this is great news to me. This tells me that we were very close to the goal of a zero-balance operating fund budget. We did not overcharge owners with monthly dues and the amount that we charged for the Emergency Special Assessment was right on target.

It is disappointing that each of the categories in the operating budget ended up with a shortfall. I have listed disclosures on the spreadsheet for areas where there are significant variations in our 2023 budgeted amounts. Most of the deficits were recognized before submitting the 2024 budget so hopefully we will maintain a zero-balance operating fund budget going forward. (one thing we did not factor in on the Buildings Budget was \$6,000 for rodent control, this will be on the March regular meeting agenda)

Our year-end Net amount is +\$106,575. This is great news, but it must be tempered with the fact that we still have 16 units with interior damage work along with stair rail caps to be done in 2024.

Last – and least fun to talk about – Contingency Fund:

The 2023 Snow year demolished our Contingency Fund. The \$60,000 fund was all used for snow removal costs. Mid-year we changed the way we allocate the interest earned on our T-Bill investments. We were placing the interest in the Reserve Fund, so we switched to placing the interest earnings into the contingency fund. At year-end 2023 we have \$8,151 in the contingency fund.

The very low amount in the contingency fund caused us to budget very conservatively for the 2024 operating fund budget. We have a significant increase in dues. In the past 15 years, we have only dipped into the Contingency fund three times. Hopefully, the 2024 dues increase along with conservative spending and wise investing will give us time to rebuild this fund. We did not allocate funding with 2024 dues for the Contingency Fund.

Respectfully Submitted,
Ruth E Wheeler
HVVHOA Treasurer

C. Ratification of Architectural Committee approvals and Board ratification of work order requests NONE

D. Report and Ratification of actions from Rule Enforcement Committee

2024 Log of Unit Rule Enforcement Actions

All items in **Bold** print are actions listed since the previous Board meeting. Unit numbers can be cross-referenced in the Executive Session Minutes

-Unit A: All violations resolved and fines paid in 2023

*12/11/2024 – Management reported illegal sleeping space and advertisement of excessive occupancy for the unit to the President. Air BnB add is titled “Huge 2BRLOFT@Village;Sleep 8 Mountain Oasis ...” Issue to be discussed at Jan 23 Exec. Session Board meeting.-On agenda for Jan 23 meeting.

-Unit B:

Due Process Actions for Pet in STR Unit violation.

11/10/2022-IDR with Jim Murphy and Past President Tony Cole.
11/12/22-Due Process Hearing 1 – Owner Did not attend meeting
1/4/23-Notice of second hearing sent
1/17/23-Due Process hearing number 2-Owner did not attend the meeting.
1/23/23-Notice of \$500 fine with 30 day suspension of common area use to be instituted only if fine is not paid within 30 days of billing.
6/23/23-Notice of 30 day Suspension of common area sent
Due Process Actions for Unit Occupancy without Notification to Management
8/14/23 - Notice of hearing for \$250 - Failure to notify management of occupancy.
9/19/23-Hearing held-Owner did not show up or respond via email.
9/21/23 - Notice of \$250 fine sent.
12/21/2023 - Delinquent Fees owed for Unit B verified by phone call to Butner HOA Services: \$552.31 - Courtesy request email to pay outstanding fees Reminder sent by Treasurer to Owner.
3/15/2024-Delinquent Fees owed for Unit B verified by phone call to Butner HOA Services: \$500
3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against the owner.

Unit E:

Due Process Actions for nuisance violation

8/3/23-Notice of Hearing for \$250 fine for nuisance sent.
9/19/23-Hearing held-Owner did not show up or send an email regarding the violation.
9/21/23-Notice of \$250 fine for nuisance violation sent.
12/21/2023-Delinquent Fees owed for Unit E verified by phone call to Butner HOA Services: \$250-Courtesy request to pay outstanding fees Reminder sent by Treasurer to Owner.
1/11/24 - Notice of hearing for consideration of 30 day suspension of common area for \$250 delinquent account sent to Butner's
1/23/24 - Hearing held, owner did not show up. Board will give unit owner until Feb 15 to pay the fine. Suspension of common area will be from March 1-30, 2024 if fine is not paid.
1/26/24 - Notice of Suspension sent to Butner's for delivery.
2/14/24 - \$262 paid. Owner had past due HOA regular fees due. Balance on account is \$49
2/18-19/2024-Pet in STR unit, pet off leash, No name of occupant submitted to management service. Support animal form may have been submitted partially filled out, but management had no way of knowing the name of the person occupying the unit because it was not submitted by the owner

3/18/2024-Notice of hearing for fines of up to \$1000 sent to committee for review owner hearing date to be determined in Exec meeting for March 26, 2024 meeting

Unit H:

Due Process Actions for Nuisance and failure to submit work request to Management

5/21/23-Notice of Hearing for \$250 fine for nuisance and failure to submit work request

Due Process Actions for Unit Occupancy without Notification to Management

7/5/23-Notice of Hearing for \$250 fine for failure to notify management of occupancy sent.

7/18/23-Hearings held-Owner did not show up or send an email regarding violations.

7/20/23-Notice of fine of \$250 for combined offenses of nuisance and failure to submit notification of occupancy sent.

Due Process Actions for second offense Unit Occupancy without Notification to Management

8/14/23-Notice of hearing sent for \$500 second offense fine for failure to notify management of occupancy.

9/19/23-Hearing held-owner did not show up or send an email regarding violation.

9/21/23-Notice of \$500 fine sent.

Due Process Actions for third offense Unit Occupancy without Notification to Management

11/2/23-Notice of hearing sent for \$1,000 and 60-day suspension of common area second offense fine for failure to notify management of occupancy.

11/18/23-Hearing held-owner did not show up or send an email regarding violation.

11/18/23-Notice of \$1000 and 60-day suspension of common area fine sent.

12/21/2023-Delinquent Fees owed for Unit E verified by phone call to Butner HOA Services: \$1,751 Courtesy email request to pay outstanding fees Reminder sent by Treasurer to Owner.

3/15/2024-Delinquent Fees owed for Unit H verified by phone call to Butner HOA Services: \$1,751

3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against owner

Unit I:

Due Process Actions for Unit Occupancy without Notification to Management and nuisance

7/5/23-Notice of hearing for \$250 first offense nuisance, \$500 second offense failure to notify management of occupancy.

7/18/23- Hearing held-owner did not show up or send an email regarding violation.

7/20/23-Notice of fine for \$500 (\$250 for nuisance plus \$250 failure to notify management of occupancy)

Due Process Actions for second offense Unit Occupancy without Notification to Management

8/14/23-Notice of hearing for \$500 second offense failure to notify management of occupancy.

9/19/23- Hearing held-owner did not show up or send an email regarding violation.

9/21/23-Notice of fine for \$500 for failure to notify management of occupancy sent.

Due Process Actions for third offense Unit Occupancy without Notification to Management

11/2/23-Notice of hearing sent for \$1,000 and 60-day suspension of common area second offense fine for failure to notify management of occupancy.

11/18/23-Hearing held-owner did not show up or send an email regarding violation.

11/18/23-Notice of \$1000 and 60-day suspension of common area fine sent.

12/21/2023-Delinquent Fees owed for Unit I verified by phone call to Butner HOA Services: \$2,500.01 Courtesy Reminder sent by Treasurer to Owner.

3/15/2024-Delinquent Fees owed for Unit I verified by phone call to Butner HOA Services: \$2,500

3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against owner

Unit N:

***2/6/2024-Service Animal in STR. Rental agency not cooperative in filling out paperwork for Service animal. Owner of dog was filling out paperwork for the service animal in the office when the rental agent for the unit came to the office and verbally abused Curt and Karen to the point that Jared, and two men who were in the jacuzzi came to the office to offer assistance and see what was wrong. The rental agent is one of 2 rental agencies out of 10 who refuse to comply with Hidden Valley Pet rules.**

***3/18/2024-Warning sent to owner for failure to provide form to notify management of pet and failure to respect management.**

Unit O:

***3/12/2024-Pet in STR-Rental company refused to provide paperwork. Management notified the rental agent. He is one of 2 rental agencies out of 10 who refuse to comply with Hidden Valley Pet rules.**

3/19/2024-Warning for pet in STR sent to owner

Unit P:

***2/6/2024-Service Animal in STR. Rental agency not cooperative in filling out paperwork for Service animal. Owner of dog filled out the form in the office**

***2/27/2024-Warning for failure to present form prior to occupancy sent to owner**

E. Reports

1. Managers Report

Manager Report – February 2024 / March 2024

-Rooftop repairs: A Plus Roofing – Received Contract for upcoming complex rooftop replacement.

Management sent it back to A Plus Roofing with modifications and should have finalized the copy prior to the March 26th HOA Board meeting.

Work still pending start date – TBD due to weather.

Management has been able to work through this entire process with the HOA BODs and the formed “Roof Committee.”

Will notify all homeowners prior to start of work and will keep all updated on a regular basis from the Hidden Valley Office. “Will be up to individual homeowners to address their guests and rental companies.”

-Interior winter storm related repairs: Repair work continues by Chris Flores started again March 1st on the next 16 / unit repairs sited by State Farm Insurance. Work will continue well into the summer and fall 2024. The Hidden Valley Office is staying on top and communicating with all homeowners as work progresses. The Hidden Valley Office continues to track and keep State Farm Insurance informed of all completed work to satisfy the insurance requirements and claim. Board Member, Trica and Karen still track and stay in communication working with State Farm.

-Snow removal: As of this report and to date all ground shoveling provided by **Timberline Construction & Snow Removal Services**. As of March 19, 2024, the total of:

149 / man hours for ground shoveling @ \$60 / per hour – per shoveler.

17 / man hours for rooftop snow removal @ \$70 / per hour – per shoveler.

Total: 166 / man hours from January 29 thru March 10, 2024.

Grand total: \$10,160.00.

“Timberline owner, David Bloom honored the same rates as last year keeping our cost to a minimum.” Others in Mammoth since last year have raised rates.

C. House Property Management reimbursement of \$600.00 for work performed outside of the contracted hours of twenty-four” within a 48-hour period.

-Snow removal: CD Construction & Loader Service provided all ground snow removal that required large equipment to include a loader & loader snow blower. We have not received an invoice as of this date.

-Individual Condo Unit Front Door Replacements: Eastern Sierra Door Company - Evan Taylor, Owner was unable to address the work requested by Hidden Valley last year. Management continues to monitor during walk throughs of units. We encourage homeowners to notify management if they find damage and or faulty front doors. Will keep the HOA BODs updated as things progress.

-Parking lot / driveway “slurry seal coat”: Scheduled for this spring 2024. Black Gold Asphalt will perform all repairs & maintenance again this year. As soon as management receives notification of a scheduled date all homeowners will be notified so they can contact their rental companies. This takes “creative” coordination moving vehicles and relocating off property during the process for at least a 24 / hour period. We were able to use the old “cabin” area above on Lake Mary Road but is now being utilized by construction workers for the new building across the road.

Complex Truck: Repairs to the underside of the truck made and work completed by Mammoth Chevron. Took longer than anticipated due to finding & locating a major part of the repairs. Truck – broken cv axle. Both passenger side and driver side differential mounts were broken. The driver side chassis mounted bracket had been welded before. Removed front differential from vehicle. Refit bracket to chassis and welded. Drained engine oil and removed oil and removed oil pan. Removed passenger side upper differential mount. Refit new mount and refit all parts. Refilled engine oil and topped with differential oil.

Damage sustained by previous onsite management and at the time required substantial welding.

“The welds held until January 2024 even with the excessive usage during last winter season pushing tons of snow”!

Passenger side upper differential bracket \$110.34.

Diesel Oil & disposal fee: \$133.90.

Labor: \$825.00.

Tax: \$23.81.

Grand total: \$1093.05

Pool / Spas: Swimming pool scheduled to open around Memorial Day Weekend (weather permitting). Even with the pool covered during winter months management keeps the water circulating and heated just enough not to freeze and continually

treating the pool to deter algae growth. Equipment in the pump room is mechanically sound and working great.

The upper spa equipment is working to full capacity, and all is sound and good.

Lower spa equipment is working to full capacity. The skimmer has sprung an exceedingly small leak.

Both upper and lower spa will have inspections with repairs to the lower spa skimmer and upper spa “under pressured” spa jets this coming spring/summer.

Upon further inspection under the decking of the lower spa by accessing and crawling through the crawlspace management noticed water seeping through a void around the perimeter of the concrete decking. Management will fill in the void around the entire deck come summer and during warmer weather. Installation made by management plans to install “vents” in a couple of areas to initiate air circulation under the decking. What management thought was mold under the decking inspected by Water Dogs located in Mammoth found no mold, only moisture.

-Upper communal area restroom shower upgrades: The shower fiberglass stalls have finally seen their better days! Cracks and continued calking more frequently has prompted more action with upgrading to nice, tiled showers. Two local tile contractors and plumbers have made their inspections. Received the plumber's estimate and expecting the others any day now. One shower is currently out of order. Management will keep the HOA BODs updated with estimates as received.

-Sewer Line clean-outs scheduled this year. Management has secured a local plumber who will service all 13 / buildings to include both common areas. Estimate came in under budget. We will schedule as soon as possible once the snow has melted. Work will not impact anyone or unit.

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Pest Control responds immediately to calls of this nature and continues to service HVV on their regular route every couple of weeks. Management and HOA BODs will review their contract and move forward accordingly.

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HIDDEN VALLEY VILLAGE OWNERS
ASSOCIATION
Board of Directors Meeting – Executive
Session
AGENDA

Date of Meeting: March 26, 2024

Time: 7:30 PM or immediately following the Regular Board Meeting

Location: Hidden Valley Manager's Office via zoom

Zoom Meeting

<https://us06web.zoom.us/j/2257116731?pwd=ZWM5SXBJR29BMWRvcnJwYS8xWDM4UT09&omn=89830963864>

Meeting ID: 225 711 6731

Passcode: 445657

Hidden Valley Office: 760 934-7303 Email: manager@hiddenvalleymammoth.com

1. General

- A. Call to order by President:
- B. Roll call. Record Board Members & Management present

2. Possible Discussion/Action Items with Management Present

- A. Disciplinary hearings-
- B. Rule violations review and action-Unit E - Second offense pet in STR, failure to notify of occupancy, pet off leash in common area.
 - Ruth shared that the hearing notice did not get out in time. The notification will go out but indicate that the date of the hearing will be the May meeting.
- C. Warnings and fines- An explanation of fines and timeline is included in the consent agenda.
 - Ruth reported that she submitted the documentation required to serve Matt Desario for small claims court. Ruth also contacted the L.A. County Sheriff's office to physically serve him as well.
 - Jim also shared that he followed up with Matt re: the issue with his heater not being approved or having an inspection.
 - Jim also shared that he also notified Kinoka regarding her illegal sleeping area.
 - **MOTION:** Brian moved Debra seconded that Jim contacts the town of Mammoth Lakes to report code violations for these violations upon his return from his trip.
- D. Individual unit owner issues-Report on two owners with \$3,000 + past due accounts.
 - Ruth shared that unit #16 has a large past due amount, although he appears to be trying to catch up. Ruth will look into exactly what their status is and prepare for the possibility of having to file a lien. Ruth shared that she has already sent a courtesy email.
- E. Review of contracts or proposals - Roofing Contract, Sewer Cleanout Contract, Driveway Slurry Contract
 - All contracts are still in process.

F. JDB Construction, Justin Burroughs discussion moving forward – Jim shared that we have the opportunity try to recover against Burroughs contractor’s bond. The Board agreed to leave as is.

3. Discussion Items Board Only

A. Internal Board operational matters

B. Contract, compensation, or performance matters

4. Other

Management shared that unit #10 Gabby hit the complex truck in the passenger rear quarter panel and drove off. Kurt contacted the police and met at the owners unit and exchanged insurance info. Kurt reported it to our insurance.

5. Adjournment The meeting adjourned at 8:38pm

**HIDDEN VALLEY VILLAGE OWNERS
ASSOCIATION
Board of Directors Meeting**

**CONSENT AGENDA
MARCH 26, 2024**

****Board Ratification/Approval Items:**

- A. Approval of minutes from 1/23/24 and 2/29/24
- B. Ratification of Treasurer's Review for December 2023 and January 2024
- C. Ratification of Architectural Committee approvals of work order requests
- D. Report and Ratification of actions from Rule Enforcement Committee
- F. Reports and Informational Items:
 - 2. Management report - informational item

A. Approval of Minutes: January 23, 2024, Regular Meeting Minutes, February 29, 2024, Special Board Meeting-Roofing - Minutes can be viewed on the Hidden Valley Mammoth website: www.hiddencallemmammoth.com

B. Ratification of Treasurers Review and Reports: Treasurer's Reviews with lists of expenditures over \$2,000 from Operating Funds and insurance claim tracking can be viewed on the Hidden Valley Mammoth website: www.hiddencallemmammoth.com

Treasurer's Report: Funding for Roofing Project

At this point we have some unknown amounts for expenses and funding of the roofing project. The project was initiated by a motion at the February 29, 2024 Special Board meeting. The motion included a statement that an ownership special assessment would not be required to fund the project. The project will be funded using State Farm insurance claim proceeds and existing Reserve Funds only.

At each Board Meeting I will update the Board and owners with income and expenses for the roofing project via the Treasurer's Review spreadsheet beginning with the February Review. The amount of insurance funds which we will use for the roofing project will be affected by ongoing expenditures for interior unit repairs for damage caused during the 2022-23 winter and replacing the stairway and walkway rail caps. The funding amounts for roofing from insurance proceeds will include the amount awarded for roof replacement by State farm as well as surplus funds once all interior damage to units has been repaired and paid for. There is a very good chance that the insurance funds will increase based on negotiations being handled by the consulting firm hired by the HOA. This will potentially increase our Insurance funding. What it boils down to is; insurance funding is a bit of a moving target which we will be able to track accurately as the project progresses. At this time I'm working with the following estimates:

Estimated Bid from A-Plus Roofing = \$900,000
Exact Insurance Funds Available at this time = \$610,111
Estimated Future insurance claim proceeds = \$200,000
Estimated payments from insurance funds for interior and rail cap repairs = \$45,000

Estimated amount needed from Reserves to “pay the bill” = \$134,889

Treasurer's Report: Unit Owners with delinquent payments for Assessments

We have an unusual number of unit owners with past-due amounts for HOA assessments. The increase in dues for 2024 is the first time we have increased dues in three years. Many owners who manage their finances with the autopay function that does not incorporate the service of an adjustment to pay the full amount due each month failed to adjust their accounts to cover the dues increase. Hopefully the owners who failed to pay the full bill in January will correct the shortfall in dues collection caused by partial payments. In addition to this problem, we have one owner past due for \$3,055 and a second owner past due for \$4,751. The total of delinquent fees as of January 31, 2024 was \$9,101.

Prompt payment of Assessments by all owners is critical to the financial health of the Association and the enhancement of the property values of our homes. The Board of Directors takes very seriously its obligation under the CC&Rs and the California Civil Code to enforce the members' obligation to pay all fines and assessments.

Owners may pay online by accessing the Butner Portal at <https://portal.butnerhoaservices.com> or a check made out to Hidden Valley Village HOA may be mailed to:

Butner Homeowner Association Services
P.O. Box 1999
Mammoth Lakes, CA 93546

Treasurer's Report: 2023 Year-End Report

We are looking good (not great) in all three areas of the Budget. The collection of the emergency special assessment and the insurance claim awards skew the normal straightforward inspection of the three areas of the Budget. Hopefully, the explanations for each of the three budget areas below will give a clear picture of where we were at year-end 2023.....remember the big roofing award of \$400K+ was not received until 2024 so those funds are not included in this report.

Good News first: Reserve Fund:

The target amount of funds for year-end 2023 according to the reserve study is \$776,576. As of year-end 2023, we had \$799,888, which puts us \$23,312 to the good. This is excellent news because in 2022 we reached ahead for funding to complete the lower jacuzzi which left us with a significant shortfall for the 2022 end-of-year target of Reserve Funds. In other words, we are “all caught up and looking good”

Soft Good News next: Operating Fund.

The Operating Fund tracking this year was difficult. The borrowing of reserves and subsequent payback via the Emergency Special Assessment along with the influx of insurance claim funds makes it a little difficult to see our total operating funds on the Treasurer’s Review. I have tracked Snow Removal, and the Insurance Claim spending separately at the bottom of the Review Spreadsheet.

Here is what I look at to see how successful the budget estimates for 2023 ended up. First, taking the total amount in the Operating fund we subtract the 2023 Insurance Claim awards, three months of Operating fund owner dues, outstanding checks for payment of services, and prepaid owner dues. We ended up with a shortfall of \$2,752.

Even though this is a deficit this is great news to me. This tells me that we were very close to the goal of a zero-balance operating fund budget. We did not overcharge owners with monthly dues and the amount that we charged for the Emergency Special Assessment was right on target.

It is disappointing that each of the categories in the operating budget ended up with a shortfall. I have listed disclosures on the spreadsheet for areas where there are significant variations in our 2023 budgeted amounts. Most of the deficits were recognized before submitting the 2024 budget so hopefully we will maintain a zero-balance operating fund budget going forward. (one thing we did not factor in on the Buildings Budget was \$6,000 for rodent control, this will be on the March regular meeting agenda)

Our year-end Net amount is +\$106,575. This is great news, but it must be tempered with the fact that we still have 16 units with interior damage work along with stair rail caps to be done in 2024.

Last – and least fun to talk about – Contingency Fund:

The 2023 Snow year demolished our Contingency Fund. The \$60,000 fund was all used for snow removal costs. Mid-year we changed the way we allocate the interest earned on our T-Bill investments. We were placing the interest in the Reserve Fund, so we

switched to placing the interest earnings into the contingency fund. At year-end 2023 we have \$8,151 in the contingency fund.

The very low amount in the contingency fund caused us to budget very conservatively for the 2024 operating fund budget. We have a significant increase in dues. In the past 15 years, we have only dipped into the Contingency fund three times. Hopefully, the 2024 dues increase along with conservative spending and wise investing will give us time to rebuild this fund. We did not allocate funding with 2024 dues for the Contingency Fund.

Respectfully Submitted,
Ruth E Wheeler
HVVHOA Treasurer

C. Ratification of Architectural Committee approvals and Board ratification of work order requests NONE

D. Report and Ratification of actions from Rule Enforcement Committee

2024 Log of Unit Rule Enforcement Actions

All items in **Bold** print are actions listed since the previous Board meeting. Unit numbers can be cross-referenced in the Executive Session Minutes

-Unit A: All violations resolved and fines paid in 2023

*12/11/2024 – Management reported illegal sleeping space and advertisement of excessive occupancy for the unit to the President. Air BnB add is titled “Huge 2BRLOFT@Village;Sleep 8 Mountain Oasis ...” Issue to be discussed at Jan 23 Exec. Session Board meeting.-On agenda for Jan 23 meeting.

-Unit B:

Due Process Actions for Pet in STR Unit violation.

11/10/2022-IDR with Jim Murphy and Past President Tony Cole.

11/12/22-Due Process Hearing 1 – Owner Did not attend meeting

1/4/23-Notice of second hearing sent

1/17/23-Due Process hearing number 2-Owner did not attend the meeting.

1/23/23-Notice of \$500 fine with 30 day suspension of common area use to be instituted only if fine is not paid within 30 days of billing.

6/23/23-Notice of 30 day Suspension of common area sent

Due Process Actions for Unit Occupancy without Notification to Management

8/14/23 - Notice of hearing for \$250 - Failure to notify management of occupancy.
9/19/23-Hearing held-Owner did not show up or respond via email.
9/21/23 - Notice of \$250 fine sent.
12/21/2023 - Delinquent Fees owed for Unit B verified by phone call to Butner HOA Services: \$552.31 - Courtesy request email to pay outstanding fees Reminder sent by Treasurer to Owner.
3/15/2024-Delinquent Fees owed for Unit B verified by phone call to Butner HOA Services: \$500
3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against the owner.

Unit E:

Due Process Actions for nuisance violation

8/3/23-Notice of Hearing for \$250 fine for nuisance sent.
9/19/23-Hearing held-Owner did not show up or send an email regarding the violation.
9/21/23-Notice of \$250 fine for nuisance violation sent.
12/21/2023-Delinquent Fees owed for Unit E verified by phone call to Butner HOA Services: \$250-Courtesy request to pay outstanding fees Reminder sent by Treasurer to Owner.
1/11/24 - Notice of hearing for consideration of 30 day suspension of common area for \$250 delinquent account sent to Butner's
1/23/24 - Hearing held, owner did not show up. Board will give unit owner until Feb 15 to pay the fine. Suspension of common area will be from March 1-30, 2024 if fine is not paid.
1/26/24 - Notice of Suspension sent to Butner's for delivery.
2/14/24 - \$262 paid. Owner had past due HOA regular fees due. Balance on account is \$49
2/18-19/2024-Pet in STR unit, pet off leash, No name of occupant submitted to management service. Support animal form may have been submitted partially filled out, but management had no way of knowing the name of the person occupying the unit because it was not submitted by the owner
3/18/2024-Notice of hearing for fines of up to \$1000 sent to committee for review owner hearing date to be determined in Exec meeting for March 26, 2024 meeting

Unit H:

Due Process Actions for Nuisance and failure to submit work request to Management

5/21/23-Notice of Hearing for \$250 fine for nuisance and failure to submit work request

Due Process Actions for Unit Occupancy without Notification to Management

7/5/23-Notice of Hearing for \$250 fine for failure to notify management of occupancy sent.

7/18/23-Hearings held-Owner did not show up or send an email regarding violations.
7/20/23-Notice of fine of \$250 for combined offenses of nuisance and failure to submit notification of occupancy sent.

Due Process Actions for second offense Unit Occupancy without Notification to Management

8/14/23-Notice of hearing sent for \$500 second offense fine for failure to notify management of occupancy.

9/19/23-Hearing held-owner did not show up or send an email regarding violation.

9/21/23-Notice of \$500 fine sent.

Due Process Actions for third offense Unit Occupancy without Notification to Management

11/2/23-Notice of hearing sent for \$1,000 and 60-day suspension of common area second offense fine for failure to notify management of occupancy.

11/18/23-Hearing held-owner did not show up or send an email regarding violation.

11/18/23-Notice of \$1000 and 60-day suspension of common area fine sent.

12/21/2023-Delinquent Fees owed for Unit E verified by phone call to Butner HOA Services: \$1,751 Courtesy email request to pay outstanding fees Reminder sent by Treasurer to Owner.

3/15/2024-Delinquent Fees owed for Unit H verified by phone call to Butner HOA Services: \$1,751

3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against owner

Unit I :

Due Process Actions for Unit Occupancy without Notification to Management and nuisance

7/5/23-Notice of hearing for \$250 first offense nuisance, \$500 second offense failure to notify management of occupancy.

7/18/23- Hearing held-owner did not show up or send an email regarding violation.

7/20/23-Notice of fine for \$500 (\$250 for nuisance plus \$250 failure to notify management of occupancy)

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8/14/23-Notice of hearing for \$500 second offense failure to notify management of occupancy.

9/19/23- Hearing held-owner did not show up or send an email regarding violation.

9/21/23-Notice of fine for \$500 for failure to notify management of occupancy sent.

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11/18/23-Notice of \$1000 and 60-day suspension of common area fine sent.

12/21/2023-Delinquent Fees owed for Unit I verified by phone call to Butner HOA Services: \$2,500.01 Courtesy Reminder sent by Treasurer to Owner.

3/15/2024-Delinquent Fees owed for Unit I verified by phone call to Butner HOA Services: \$2,500

3/18/2024-Form SC-100 submitted to Mammoth Courthouse to begin Small Claims court action against owner

Unit N:

***2/6/2024-Service Animal in STR. Rental agency not cooperative in filling out paperwork for Service animal. Owner of dog was filling out paperwork for the service animal in the office when the rental agent for the unit came to the office and verbally abused Curt and Karen to the point that Jared, and two men who were in the jacuzzi came to the office to offer assistance and see what was wrong. The rental agent is one of 2 rental agencies out of 10 who refuse to comply with Hidden Valley Pet rules.**

***3/18/2024-Warning sent to owner for failure to provide form to notify management of pet and failure to respect management.**

Unit O:

***3/12/2024-Pet in STR-Rental company refused to provide paperwork. Management notified the rental agent. He is one of 2 rental agencies out of 10 who refuse to comply with Hidden Valley Pet rules.**

3/19/2024-Warning for pet in STR sent to owner

Unit P:

***2/6/2024-Service Animal in STR. Rental agency not cooperative in filling out paperwork for Service animal. Owner of dog filled out the form in the office**

***2/27/2024-Warning for failure to present form prior to occupancy sent to owner**

E. Reports

2. Managers Report

Manager Report – February 2024 / March 2024

-Rooftop repairs: A Plus Roofing – Received Contract for upcoming complex rooftop replacement.

Management sent it back to A Plus Roofing with modifications and should have finalized the copy prior to the March 26th HOA Board meeting.

Work still pending start date – TBD due to weather.

Management has been able to work through this entire process with the HOA BODs and the formed “Roof Committee.”

Will notify all homeowners prior to start of work and will keep all updated on a regular basis from the Hidden Valley Office. “Will be up to individual homeowners to address their guests and rental companies.”

-Interior winter storm related repairs: Repair work continues by Chris Flores started again March 1st on the next 16 / unit repairs sited by State Farm Insurance. Work will continue well into the summer and fall 2024. The Hidden Valley Office is staying on top and communicating with all homeowners as work progresses. The Hidden Valley Office continues to track and keep State Farm Insurance informed of all completed work to satisfy the insurance requirements and claim. Board Member, Trica and Karen still track and stay in communication working with State Farm.

-Snow removal: As of this report and to date all ground shoveling provided by **Timberline Construction & Snow Removal Services**. As of March 19, 2024, the total of:

149 / man hours for ground shoveling @ \$60 / per hour – per shoveler.

17 / man hours for rooftop snow removal @ \$70 / per hour – per shoveler.

Total: 166 / man hours from January 29 thru March 10, 2024.

Grand total: \$10,160.00.

“Timberline owner, David Bloom honored the same rates as last year keeping our cost to a minimum.” Others in Mammoth since last year have raised rates.

C. House Property Management reimbursement of \$600.00 for work performed outside of the contracted hours of twenty-four” within a 48-hour period.

-Snow removal: CD Construction & Loader Service provided all ground snow removal that required large equipment to include a loader & loader snow blower. We have not received an invoice as of this date.

-Individual Condo Unit Front Door Replacements: Eastern Sierra Door Company - Evan Taylor, Owner was unable to address the work requested by Hidden Valley last year. Management continues to monitor during walk throughs of units. We encourage homeowners to notify management if they find damage and or faulty front doors. Will keep the HOA BODs updated as things progress.

-Parking lot / driveway “slurry seal coat”: Scheduled for this spring 2024. Black Gold Asphalt will perform all repairs & maintenance again this year. As soon as management receives notification of a scheduled date all homeowners will be

notified so they can contact their rental companies. This takes “creative” coordination moving vehicles and relocating off property during the process for at least a 24 / hour period. We were able to use the old “cabin” area above on Lake Mary Road but is now being utilized by construction workers for the new building across the road.

Complex Truck: Repairs to the underside of the truck made and work completed by Mammoth Chevron. Took longer than anticipated due to finding & locating a major part of the repairs. Truck – broken cv axle. Both passenger side and driver side differential mounts were broken. The driver side chassis mounted bracket had been welded before. Removed front differential from vehicle. Refit bracket to chassis and welded. Drained engine oil and removed oil and removed oil pan. Removed passenger side upper differential mount. Refit new mount and refit all parts. Refilled engine oil and topped with differential oil.

Damage sustained by previous onsite management and at the time required substantial welding.

“The welds held until January 2024 even with the excessive usage during last winter season pushing tons of snow”!

Passenger side upper differential bracket \$110.34.

Diesel Oil & disposal fee: \$133.90.

Labor: \$825.00.

Tax: \$23.81.

Grand total: \$1093.05

Pool / Spas: Swimming pool scheduled to open around Memorial Day Weekend (weather permitting). Even with the pool covered during winter months management keeps the water circulating and heated just enough not to freeze and continually treating the pool to deter algae growth. Equipment in the pump room is mechanically sound and working great.

The upper spa equipment is working to full capacity, and all is sound and good.

Lower spa equipment is working to full capacity. The skimmer has sprung an exceedingly small leak.

Both upper and lower spa will have inspections with repairs to the lower spa skimmer and upper spa “under pressured” spa jets this coming spring/summer.

Upon further inspection under the decking of the lower spa by accessing and crawling through the crawlspace management noticed water seeping through a void around the perimeter of the concrete decking. Management will fill in the void around

the entire deck come summer and during warmer weather. Installation made by management plans to install “vents” in a couple of areas to initiate air circulation under the decking. What management thought was mold under the decking inspected by Water Dogs located in Mammoth found no mold, only moisture.

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