

HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION

Board of Directors Regular Board Meeting

Wed. June 2, 2021 6:30 PM

Minutes

Location: (Attendance via zoom only)

Topic: Hidden Valley Regular Board meeting June 2, 2021

Time: Jun 2, 2021 06:30 Pacific Time (US and Canada)

General

A. Call to order by President Ruth Wheeler: Time: 6:33 P.M.

B. Roll call. Record Board Members, Management, owners and guests, present:

Board Members: Ruth Wheeler, Jeff Risse, Laura Tikunoff, Kinoka Ogsbury, Jim Murphy, Matt Desario,

Management: Curt and Karen House, Alberto Jimenez,

Homeowners- #41 & #43 Tricia Luzio, #26 Steve Latshaw, #42 Jeffry Alger, #20 Charles McDonald.

Absent: Debi Bell

C. Announcements/Orders of the day: Meeting protocol will be 5 minutes/agenda item except for 20 minutes for Reserve Study preparation. Introduction and welcome of Alberto "Bird" Jimenez Assistant Manager who is replacing Jorge Garcia.

MOTION: Laura Tikunoff - Assign the management company to take minutes at the general homeowners meetings (i.e. Karen or Kurt House and/or their representative) as noted in their contract.

Second: Matt Desario

Passed: 4 – 2.

D. Changes to order of agenda and recusals - none.

E. Acceptance of Consent Agenda: 2/3/2021: Minutes from April Regular Board Meeting, Treasurer's Reports, Management Report, Management Contract, Architectural Review - Work Request Report. Informational Reports: Reserve Study, Door Committee, Progress on CC&R Changes: Pet Rule, Letter from Tim Sanford, HOA attorney regarding common area access from trap doors, insurance reports about unlicensed contractors, video ring doorbells and video equipment owned by HOA.

Items Pulled from Consent Agenda: Treasurer's Report, Video(Ring) Doorbells & Structural Post Removal in units.

***The consent agenda is posted on the HVV website: hiddenvalleymammoth.com,

G. Homeowner Forum: 15 minutes (Comments on Non-Agenda Items will be discussed after the regular meeting agenda items).

Some homeowners had comments regarding unit "ring" doorbells and if they can or cannot be installed.

Reports and Action Items

Business/Action Items New Business

1. Reserve Study, preparation (see attached spreadsheet).

MOTION: Ruth Wheeler - Submit the line item spreadsheet as discussed and corrected to Chris Andrews with a cover letter drafted by Jim Murphy.

Second: Matt Desario

Passed: 6-0

Discussion: There will be a one week time limit for the Board of Directors to review the Reserve Study. This will allow Board members to ask questions regarding line-item changes. Any questions, comments and/or corrections shall be submitted on the Reserve Study line item in writing and will be due by Wednesday, June 9, 2021.

2. Follow up for 2021 Reserve Line item for Exterior Door Replacements:

Discussion: The Committee is working with management to get an accurate cost and materials analysis of doors as well as an accurate list of which doors should be replaced first. A phased replacement, keeping the doors on buildings A-F slab style and G-K raised panel will allow for gradual replacement. The next task is to establish the replacement criteria for the doors.

3. Documentation of "best practices" for future management contract RFP, bid evaluation, and selection process (Jeff Risse):

MOTION; Jeff Risse - will form a committee to document best practices for future management bid practices.

Second: Ruthie Wheeler

Passed: 6-0

Discussion: Jeff will solicit members for this committee via the monthly letter.

A. Management

1. 2021-2022 Contract:

The contract remains the same as drafted by the attorney in 2019 except for one addition, Snow Removal. "CHPM shall use the Association's truck and blade and other equipment provided by the Association. Item 4 "independent contractor" was left as stated in the 2019 contract. This clause protects the association and guarantees that CHPM qualifies as independent contractors according to state guidelines. CHPM has set up a separate division of their company to fulfill this requirement. There is no conflict of interest between the two divisions of the company.

2. Property Management project/item updates & related property matters not covered in Management Reports

1. Introduction of new management company C. House Property Management.
2. Comments: Karen updated the board on current details of operations listed on the property management report.

B. Architectural

1. Homeowner Work Requests Approval

Unit	Bldg.	Work Scope
23	C	Replace flooring
37	E	Drywall repair, Sliding Door replacement
48	F	Window replacements
32	D	Replace two sliding doors, " like for like"
33	E	Replace kitchen cabinets, countertops
113	I	Code-required replacement of existing fireplace insert.
126	H	Replace main floor carpet and flooring
133	G	Bathroom remodel
8	A	Kitchen remodel

MOTION: Jeff Risse - Approve the homeowner work order requests 4/units: #23, 37, 48, 32, 33, 113, 126, & 133.

Second: Ruthie Wheeler

Passed: 6-0

Jeff Risse recused himself from Unit #8, kitchen remodel as he is the owner of unit.

MOTION: Ruthie Wheeler approved the homeowner work request for unit #8.

Second: Matt Desario

Passed: 6-0

2. Unit #37-HOA repair of Damaged drywall caused during the 2017 winter. Acceptance of the bid for drywall repair for Unit #37 to be completed by Chris Florez in the amount of \$410 will be paid directly to the owners. This was included in and paid in the 2017 insurance claim.

MOTION: Ruth Wheeler - Issue a check in the amount of \$410 to be paid to the owners of unit #37

Second: Matt Desario

Passed: 6-0

2. Approval of purchase and installation of Pool Heater using Reserve funds. Bid amount = \$5,021.66

MOTION: Ruth Wheeler - Approve the purchase and installation of a new pool heater amount not to exceed \$5,200

Second: Jim Murphy

Passed: 6-0

C. Treasurer Report – Kinoka Ogsbury

1) For the spreadsheet, please refer to the consent agenda for June 2021.

1. Financial report: March 31st, 2021
2. 1.5% Under Operating Budget for the Year. Primarily due to savings from Utilities.
3. Operating fund balance is \$104,130 which is approx. 3.5 months of operating expenses. Butner recommends having 3-3.5 months of operating reserves in the operating fund.
4. Owners in arrears: 11 homeowners are in arrears. Six have paid since the March statement. Only one unit is over 30 days past due for \$750 and for an unpaid fine (90

days past due). The owner has been contacted via email and we did not receive a response.

5. Looking into moving our CC to Alliance Bank. Cindy will advise since we have to change over to put the card in Curt and Karen House.

2) Approval of the Treasurer's Report

MOTION: Jeff Risse - Accept the treasurer's report

Second: Matt Desario

Passed: 6-0

Discussion: Clarification of the \$3944.00 over budget amount differs from the over budget amount on monthly statement due to our calculation of snow removal for seven months only.

D. Rules Enforcement Committee

1. Nuisance Complaint - Barking dog Unit #125

MOTION: Jim Murphy to send a warning letter to the homeowner

Second: Jeff Risse

Passed: 6-0

Discussion: Jim Murphy will email the letter to unit owner and management. Management will send physical copy to homeowner and will record it on the HVV office computer.

Business/Action Items-Unfinished Business

1. Possible CC&R Amendments
2. Dog Rule

MOTION: Matt Desario – Accept verbiage of CC&R change with cover letter written by the committee & send to the board for review before the next meeting.

Second: Laura Tikunoff

Passed: 6-0 *Passed:* 6-0 ----Reconsidered at August 4, 2021 meeting. Motion Failed 7-0

3. **Flooring Replacement Operating Rule 5.3 clarification** (Jeff Risse)

Discussion only - The operating rules for flooring needs to be updated. Jeff Risse will draft an update and will submit it at our board meeting.

4. **Follow up on Inspection of common area support posts in selected units:** The report sent to the consent agenda had some incorrect information – the correct report is copied below.

5. Discussion: Jeff Risse will follow up to find documentation and past inspection reports from the Town of Mammoth Lakes Building Department for units in question.

Architectural Committee Report 6/2/21:

Structural Post Removal Audit Status, Jeff Risse, Architecture Committee Chair

Reference: Cage Technical Services Report CTS 17-063 submitted to HVV HOA, dated 6 February, 2018

Background:

- In 2017, Board was made aware that some units had interior structural posts removed.
- Cage Technical Services (CTS) was subsequently contracted by the Board President on behalf of the HOA to perform engineering evaluation of a limited number of post configurations in Studio and Studio + Loft units in HVV Phase 1. These units were called “A Units” on the original building plans and are located in buildings B, C, D, and F.
- CTS Report “CTS 17-063”, dated 6 February, 2018 documents the structural analysis and recommendations. CTS recommended inspecting units for missing posts and recommended engineering evaluation of configurations not deemed “acceptable” per the analysis.
- Management at the time (not current management) did not follow up and perform the inspections.
- In April, 2021, Board directed management to perform unit inspections for post removal or modifications.

Unit inspection status (5/25/21)

Post Removal Inventory (Link)

Total Units: **84**

Posts Removed or Modified: **6 units**

Deemed Acceptable Per CTS 17-063: **1 unit**

Require Further Evaluation per CTS recommendation (CTS 17-063): **5 units**

Path Forward for units requiring further evaluation - Board discussion

5. Follow up on below building access to common area in 4 units: Units 41, 105, 123, 129-Common Area Access-Trap door access informational notification letter approvals

MOTION: Ruth Wheeler - Direct Management to mail letters of notification for trap door access by the HOA to the homeowners of the units with trap doors and record the notification on the office computer.

Second: Jim Murphy

Pass: 6-0

Discussion: The letters have been reviewed by the board, for reasons of confidentiality they are not included on the consent agenda. The content includes an explanation of the HOA rights of access and the need for potential access. An expression of gratitude for the owner’s cooperation, and a copy of the letter sent by the HOA attorney reviewing the legal rights of both the owners and the HOA regarding unit access was included.

6. Follow up on Video Ring Doorbells

MOTION: Ruthie Wheeler - Table until the August 2021 meeting

Second: Jeff Risse

Failed: 3-3

Discussion: Matt Desario, Jim Murphy, and HVV Management will work together to review liability vs. convenience. The above individuals will report the information at the August 2021 meeting.

7. Unit walking procedure & Wi-Fi installation issues – Deferred until August 2021 meeting.

Consent Agenda is posted on the hiddenvalleymammoth.com website - [Consent Agenda-June 2, 2021-Regular Board Meeting](#)

Announcements: None

Future Meeting Dates:

1. August 4th, 2021 at 6:30 pm
2. October 6th, 2021 at 6:30 pm
3. November 13th, 2021 at 9:00 am FOLLOWED BY THE FOLLOWING:
4. November 13th, 2021 at 2:00 pm (Annual Owners Meeting)

Adjournment: 10:00 PM

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