

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

**Minutes**

**DATE OF MEETING:** January 23, 2024

**TIME:** 5:30 P.M.

**Location:** HIDDEN VALLEY MANAGER'S OFFICE VIA ZOOM

**1. General**

A. Call to order by President: Jim Murphy at 5:30 P.M.

B. Roll call. Record Board Members: Jim Murphy, President, Ruth Wheeler, Treasurer, Tricia Gomez, Vice President, Debra Martin, Secretary, Susan Kirkgard, Nick Roberts. Managers, Curt and Karen House, Homeowners: Courtney Fischer unit 35, Karen Shorr unit 8

**2. Consent Agenda Items**

- Approval of minutes from previous meetings
- Treasurers Review, ratification of expenditures over \$2,000 and/or expenditures from the reserve account.
- Ratification of Architectural Committee approvals of work order requests
- Reports and ratification of actions from Rule Enforcement Committee

Informational Reports:

All consent agenda accepted by acclamation.

Homeowner Forum: 15 minutes (Comments on Agenda or Non-Agenda Items)

- One – Andrea Ricketts email about unauthorized users of jacuzzi. Jim will send a response to let Andrea know she should report these violations to PM immediately.

\*\*\*Homeowners are also encouraged to submit comments and suggestions to the board via email at [bod@hiddenvalleymammoth.com](mailto:bod@hiddenvalleymammoth.com)

**3. Agenda Item 1: Ratification of T-bill investment of insurance payment funds**

Ruth Wheeler made a motion to ratify the investment of \$600,000 in the vanguard T-Bill account, Brian Johnson seconded. Passed unanimously.

**4. Agenda Item 2: 2024 Major Capital Expense Projects: Roofing and Chases,**

- MOTION: Murphy made a motion to make first priority a decision on roofs. We want to form a committee of the Board & owner. Roofing needs to include rebuilding chases.

Include review of options, legal review of contract, and make recommendations to board. The committee will consist of Architectural Committee (Tricia Gomez, Susan Kirkgard, Jim Murphy) and Courtney Fischer (homeowner). Passed unanimously.

- Directive to PM to get quotes on pool and Propane Tank Fence, and to include quotes on pool area bathroom.

-Residence Front Doors to continue on a 10 per year replacement schedule.

-Manager Unit Renovation. PM to get quotes for bathroom in Managers unit- Managers to get quotes.

- Miscellaneous Unscheduled Expenses - Replace shower stalls in upper pool area - Management to get quotes.

**5. Agenda Item 3: Payment to Mavin Consulting**

- Board discussed payments. It was agreed that Tricia and Debra would review the contract, negotiate with Mavin, and make a payment recommendation via email to the Board.

**6. Agenda Item 4: Governing Doc work.** Change the single pet for owner's rule to allow up to 3 pets.

- Previously put to vote, received a majority of votes for approval, but did not meet quorum requirement. Ruth will proceed with putting the vote forward again.

**7. Agenda Item 5:** Change in Legal Counsel now that Tim Sanford has retired.

- Will work with Tim to transition to a new attorney.

**8. Agenda Item 6:** Establish goals for Reserve Study and appoint a Committee. Move forward with a proposal by Stone Mountain for 2024 Reserve Study at a cost of \$3,995.

-MOTION: Ruth made a motion to approve the \$3,995 for Stone Mountain, and the Committee will consist of Ruth, Nick, Susan and Karen Shorr. The committee will produce a newsletter to communicate with homeowners. Tricia seconded. Passed unanimously.

**9. Agenda Item 7: STR Advisory committee and moratorium discussion.**

- General discussion on STR Committee direction to date. Board will not represent the HOA with recommendations to the TOML Committee. Owners need to be aware of TOML actions.

- To improve awareness of HV Board actions in all areas at Hidden Valley, the Board agreed to pilot a bi-monthly newsletter, Ruth will draft the first Newsletter.

**10. Agenda Item 8: Rule Enforcement Committee Discussion and Possible actions for Rule Enforcement:** Topics of discussion: Units advertising excessive occupancy; Safety and STR code violations; Procedure for suspending common area use; Work permit violations.

- For excessive occupancy and perceived code violations we will send a courtesy letter with a date to be corrected before we report it to the town. Jim will send a 'friendly' reminder.

- For failure to pay fines that results in suspension of common area privileges. Discussed options for notifying guests. Options are to post or potentially notify guests.

**11. Agenda Item 9:** Electrical costs savings-Disconnect Heater under Buildings, all exterior lights to be LED or Solar.

- PM disconnected Heater. PM directed to remove unauthorized lights. Will see if we can get insurance to pay for lights that were damaged by snow.

**12. Agenda Item 10: Clarification of Procedure for necessary Board approvals of Checks that are drawn from the Reserve funds and Checks that exceed \$2,000 from the operating fund.**

- Ruth reviewed the importance of reviewing checks that exceed \$2,000 from the Operating Fund and any checks drawn on the Reserve Fund. Going forward in 2024, these checks will be listed on the Treasurer's Review to be ratified at each meeting via the Consent agenda.

- Ruth made a motion to approve payment to A-Plus Roofing and Waterproofing for roofing repairs covered by insurance award, in the amount of \$44,614. Debra seconded. Passed unanimously.

**13. Announcements:** All 2024 Regular Board Meetings begin at 5:30. Future meeting Dates::

March 26, 2024

May, 28, 2024

July 23, 2024

Sept. 24,2024

November Annual Meeting TBD

**14.Adjournment** 8:15 P.M.

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

**CONSENT AGENDA  
JANUARY 23, 2024**

**Board Ratification/Approval Items:**

- A. \*\* Approval of minutes from November 18, 2023
- B. \*\*Ratification of Treasurers Review for October and November 2023
- 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 from Nov 18, 2023 Meetings**

Minutes are posted on the HiddenValleyMammoth.com website

**B. Ratification of Treasurers Review and Report for October, November 2023**

Treasurer's reviews are posted on the HiddenValleyMammoth.com website

**C. Ratification of Architectural Committee approvals of work order requests**

**Motion 1 of 2: Work Request Approval to Start Project.** The Architecture Committee moves that the following new work requests to commence work be ratified by the board. All work requests were approved by the Architectural Committee and the board via email. Owners may begin their projects at their convenience. Projects must abide by Hidden Valley rules and Town of Mammoth Lakes building requirements.

Unit 42 - Fireplace and bathroom remodel

Unit 117/118 - Add r-30 floor insulation in crawl space

**Motion 2 of 2: Work Completion Recognition & Recording** The Architecture Committee moves that the following completed work requests be recorded & ratified by the board. All completed projects were approved by the board prior to starting; installation has been approved by management and copies of permits, if required, have been received.

Unit 42 - Fireplace and bathroom remodel completed (final permit received)  
Unit 41 - Water damage repair, flooring repair (no permit required)  
Unit 43 - Water damage repair, flooring repair (no permit required)  
Unit 117/118 - Insulation installation in crawl space (no permit required)  
Unit 131 - Drywall/painting (no permit required)  
Unit 136 - Drywall/painting (no permit required)

#### **D. Ratification of Actions from Rule Enforcement Committee**

**Log of Actions and Board Ratification of Rule Enforcement Actions:** -Unit numbers can be cross referenced in the Executive Session Minutes

### **2024 Log of Unit Rule Enforcement Actions**

-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 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 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.**

Unit C: All violations resolved and fines paid in 2023

Unit D: All violations resolved in 2023

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.**

Unit F: All violations resolved in 2023

Unit G: All violations resolved in 2023

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.**

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 E verified by phone call to Butner HOA Services: \$2,500.01 Courtesy Reminder sent by Treasurer to Owner.**

Unit J: All violations resolved and fines Paid in 2023

Unit M: All violations resolved and fines Paid in 2023

## **E. Reports**

### **1. Managers Report**

(1) Management Report: Manager Report – December 2023 / January 2024

**-Complex Truck Update:** Mechanical problem diagnosed.

Found that previous damage repairs with welds did not hold, well they did for about 4-5/years. No parts needed to make repairs. Labor cost: \$750.00.

**-Rooftop repairs:** A Plus Roofing completed all work to get us through the winter. Every rooftop included 11/condo buildings; office & pool building addressed. All chimney chases sealed, and replacement of missing cedar shingles. One chase on Bldg. "E" demoed by previous contractor rebuilt by A Plus Roofing. Total for all work to include labor & materials: \$44,161.00. Management is satisfied and happy with the work Julio and his crew did over the summer into Fall.

We asked A Plus Roofing, Julio if he could give us a "ballpark" estimation for new roofs to include material & labor using 4/feet of metal from bottom edge up & the best composition roofing (excludes chases) \$58,000.00 each building. Understanding there are two size rooftops (buildings) the "ballpark" estimate was for large buildings. His suggestions for the roofs at HVV are metal and composition on both sides of the roof. He does not recommend having one side

all metal and mixing materials due to the stress it causes on rooftops. Rebuilding of “crickets” to be in compliance with current building codes and chimney chases were discussed.

Julio mentioned that he is currently under contract with other work in Mammoth for next summer 2024 so if HVV HOA decides to proceed he would put together a formal estimate and present a bid.

Management understands that there will be other bids, hopefully moving forward as a requirement for jobs of this size.

**-Interior winter storm related repairs:** Chris Flores, contractor to date has made & completed repairs to 16/units. Primarily all these units had water damage. Homeowners have commented that Chirs and his team have done an outstanding job and are incredibly happy with his work.

As of to date we currently have an additional 16/outstanding unit repairs and scheduled to work throughout this winter into next summer. Due to half of the units being short term, nightly rentals have opted to postpone repairs until summer so as not to interrupt rental scheduling.

**-Snow removal:** Juan, CD Construction services used during the time the complex truck was down & in the shop for repairs. Did bring in the smaller piece of equipment a bobcat & blower during the busiest time of the year and a parking lot full of vehicles. Shoveling, removing snow as much as possible using complex snow blowers, management knocked it out of the park.

**-Lower spa concerns:** Management noticed the water level receding more than usual. During an inspection found a leak in the skimmer area under the concrete deck. Management found a leak in the suction line. Management made repairs to the visible area of concern but think there may be a need for a new skimmer cover. The location of the skimmer cover is a very tight area and is going to require work to make repairs. Will update on progress.

The lower and upper spas are working to full capacity.

**-Individual Front Door Replacements:** There were no front door replacements this year to date due to the lack of contractors at Mammoth. Hidden Valley has used Eastern Sierra Door Co. over the past few years but with all the work after last winter's storm damage was not able to fulfill Hidden Valley's replacements needed. Currently we have approximately five-unit doors (to date) and one ski locker door in need of replacement. Management will continue to research to find a contractor for work replacements summer 2024.

**-Insurance:** Management continues to work with insurance updates and concerns to include questions answered for Mavin Consulting LLC, Justin & Curtis on behalf of State Farm Insurance. HOA Board member Tricia Luzio and Karen continue to work with and answer any questions. Will continue the work

with homeowners' issues and repairs. Hopefully, we will soon see light at the end of the tunnel!

**Management Updates:** Due to the lack of snow this winter season the first part of December was terribly slow. Regardless, the holiday period was extremely busy and continued beyond the new year.

Two water leaks within a couple of days that turned out to be simple fixes:

The first leak was due to an upstairs unit not having the proper rubber gasket installed during upgrades to the bathtub "overflow" caused water to flow & bypass the drain and water leaked into the unit below. It was hard to determine where the water had originated but after calling for a plumber, he found it in no time and made repairs. Homeowner of the upper unit is taking responsibility for payment of repairs.

The second leak happened to be in the same building a couple of days later. Water had leaked through the upstairs unit bathroom through the ceiling of a downstairs unit. Brought to management's attention immediately and upon further investigation the unit above the guest's children had flooded the bathroom floor causing water to flow downstairs. Both homeowners were in contact with one another in a matter of minutes and took care of logistics. Management has made inspections and is good.