

MAMMOTH RESERVATION BUREAU

Property Management Division

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MAMMOTH POINT

Property Management Report

As of June 7, 2011

BUILDINGS:

1. Considering the volume of snow received and accumulated this year, Mammoth Point experienced only minor issues with buildings that had to be addressed by onsite staff. There were a few handrails that required attention such as tightening or replacing screws and replacing broken pickets. The showerhead in the men's shower was repaired and subsequently replaced by staff. Spa signs were replaced and the spa screen frames repaired. Dustin cleaned the carpet in the office area and entry hallway.
2. A roof leak developed in unit 136. Shovelers were engaged to remove snow and a large ice dam. Dustin reconditioned the interior wall that had water staining from the roof leak. After removing the ice dam, the leak stopped and did not return for the balance of the winter season.
3. The spa water chemistry has been kept in balance throughout the winter. Water was partially drained on occasion to bring down the calcium hardness. Filters were backwashed as needed. There were no significant issues with the spa during the last three months.

GROUNDS AND LOADER:

1. When not driving the loader, Dustin kept busy chipping away ice from walkways and stairs throughout the Complex, an ongoing chore during winter and spring.
2. Villar was engaged to repair a chain on the loader and replace a hydraulic filter and fluid. Dustin performed other minor maintenance including grease and fluids replacements.
3. East Sierra Tree Service submitted a bid for stump grinding which was approved by John. Two tree stumps were ground down and a third, by the office, will be done. Total cost will be \$930.
4. Black Gold Asphalt submitted a revised proposal for various work, including slurry coating that we postponed to this spring, from last fall. Two new major bid components are removal and reconstruction of the walkway leading to the side entrance of the spa, to be 6' x 55', ADA compliant (\$4950), and proposed

- construction of a 500 square foot parking area for the loader, adjacent to the storage garage (\$4985 excluding installation of 36' of 6 x 6 landscape ties).
5. A major effort performed by staff this spring was digging out the river rock runoff drain around the perimeter of the sloped hillside along John Muir Rd. This project took several days to complete.
 6. Dustin located a broken power line for the upper parking area lights. He excavated the old trench, made it deeper and installed a new power line. The lighting now works as it is supposed to.
 7. Henderson Landscaping has been solicited for advice for plants that grow in Mammoth Point's elevation and short growing season. Additionally, the Mammoth Water District is having a seminar by Rainbird regarding effective irrigation and water conservation. Dustin will attend on June 17.

ADMINISTRATIVE:

1. A new relief manager has been employed for the Complex. His name is Tom Furlan.
2. As approved by the Board, a reconditioned MAC computer was purchased for Association business use. Christie helped get the system up and running. Dustin began building an email address list for communication with Mammoth Point owners.
3. Commencing June 1 through September 30 this year, the ML Fire Protection District is mandating use of fire retardant tarps for firewood stacked on decks, with stiff penalties up to \$500 for non-compliance. The tarps must cover the wood stacks top to bottom and on all sides (not underneath). Tarps are to be fastened to balconies. The subject of managing the tarps should be discussed. This includes installing them initially, ensuring that they are secured to balcony floors, monitoring said tarps after occupancies and removing and storing them after September 30. Most HOA's are assigning compliance responsibility to the individual owners, some of which are engaging their rental/ housekeeping services to manage the circumstance. The Mammoth Point Board should notify the general membership on how their tarps are to be managed.

Respectfully submitted,

Steve Black
President, MRB
Mammoth Point Property Management