

# MAMMOTH RESERVATION BUREAU

## *Property Management Division*

PO Box 1608, Mammoth Lakes, CA 93546 (800) 462-5571 [www.mammothreservationbureau.com](http://www.mammothreservationbureau.com)

### MAMMOTH POINT

#### Property Management Report

As of March 1, 2012

Due to the extreme lack of snow this winter there has not been an abundance of issues to provide to the Board for the March 10<sup>th</sup> meeting. We did experience a substantial storm in February, requiring Dustin's services on the loader and some shoveling assistance. It is evident that we will be substantially under budget for fuel and maintenance for the loader as well as snow shoveling labor.

#### BUILDINGS:

1. As mentioned in our previous Board meeting, certain main shut-off valves for our buildings are frozen and cannot be turned off if the need arises. Dustin inspected all of the outside shut-offs and determined that two will have to be replaced. These are for buildings containing units 113-118 and 127-132. Villar Excavation is the appropriate vendor to provide this type of service. Management will solicit a bid from him and forward it to the Board.
2. An inspection of each unit's hot water heater was performed by Dustin and forwarded to John S. Management was looking for old hot water heaters that had the potential to leak from rusted tanks or pipes and flood units, including adjoining units. Current building code requires that hot water heaters have pans underneath of them with drain lines to the outside of buildings, as well as earthquake strapping and pressure relief valves. Owners who have experienced leaking hot water heaters have incurred substantial expense for damages in their units as well as their neighbors'.
3. Other maintenance by onsite staff included covering a foundation vent at unit 119, painting handrails at units 102, 103 and 129 along with a gas vent pipe at unit 112.

#### MAINTENANCE BY OUTSIDE VENDORS:

1. J.T. Hatter Electric was engaged to diagnose and repair certain non-operative common area lighting. Hatter placed a faulty timer box.
2. Zee's was engaged to replace a tripped heat sensor in the spa heater. Additionally, at no cost, he helped Dustin secure with cement, the handrail for the spa.

ADMINISTRATIVE:

1. A log has been established for measuring inward leaning of the upper parking lot retaining wall. To date no movement has been observed.
2. The Mammoth Water District is supposed to advise us whether or not there will be rebates available this summer for installing electronic water-saving timers and heads on Mammoth Point's irrigation system. Dustin has submitted an application for such rebate in behalf of the Complex. If authorization is received, we would be reimbursed for the cost of each timer along with all new sprinkler heads. Our only cost would be the labor to have Earl Henderson install and calibrate the timer boxes.
3. The new reserve study has been posted on Mammoth Point's web site.
4. Angelo's Chimney Sweep has submitted a bid for cleaning Mammoth Point's chimneys this summer. His rate is \$25 per stack, which is \$10 per stack less than our current vendor's rate. Angelo is a reputable, insured vendor. Management has had satisfactory service from him at another MRB managed property.

Respectfully submitted,

Steve Black  
President, MRB  
Mammoth Point Property Management