

MAMMOTH RESERVATION BUREAU
Property Management Division
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MAMMOTH POINT CONDOMINIUMS
Property Management Report
As of August 26, 2013

BUILDINGS:

1. Dustin painted the stained walls on the outside of units 101 and 112. He also painted pickets, railings and fencing wherever needed. A small hole was repaired where bats were entering next to the deck on unit 117. Staff repainted the dark brown part of the entrance sign and applied Thompsons Water Seal to all cement and wood stairs/surfaces.
2. Staff tried to duplicate a leak from the roof of unit 126; there was no moisture when squirting water on the roof with a hose nor when faucets were running. There was a tear around the flashing of the chimney of unit 136. Ron Kuppens Roofing will repair 136 and take a look at 126 for possible leaks.

GROUNDS:

1. 20 3-5 gallon shrubs and 50 perennials were planted. Grounds were fertilized every four weeks as recommended.
2. There were broken tiles in both the Men's and Ladies bathrooms, which management repaired.
3. Management has monitored a tree at unit 133. The tree does touch the building from time to time during windy periods, but it does not seem to be causing any structural damage to the building.
4. Pursuant to Black Gold Asphalt's Proposal, the parking lot was patched and cracks were filled and slurry coated. The total cost was \$10,200.

ADMINISTRATIVE:

1. Dustin has tried to obtain bids for the upper parking lot retaining wall, along with pricing for posts needed for the railing repair between units 101-104 and 133-136. After inspecting Boyd Shepler reported that they cannot install the fence post as previously discussed. Boyd and Juan Castellano, excavation contractor, are inspecting the railings and will give us a recommendation before Saturday's meeting. Rock N Dirt did submit a proposal for the upper lot retaining wall, which was forwarded to the Board under separate cover from Dustin. Too a proposal is expected from Boyd before Saturday's meeting.
2. A fuel account was set up with Chevron. Annual loader service was scheduled with Western Power and Equipment. Scheduled chain hard facing with Jerry Woo.
3. All fire extinguishers were checked, recharged and certified. Continued contact with MLWD in hopes of getting a rebate for irrigation supplies. They let us know we are complying with water usage so far.
4. Management is working on renewing Mammoth Point's propane contract with Amerigas in order to prevent our rate from spiking as it did a year ago.

Respectfully submitted,

Steve Black
President, MRB
Dustin Osborne
Resident Manager