

**Minutes of the Annual Owners Meeting  
For the Association of Unit Owners of  
Firelight Meadows  
October 30, 2012**

**Call to Order**

Chair of the board Jack Eakman calls the meeting to order at 5:30 pm.

Directors in attendance are Annette Stone of unit B12/155, Kari Gras of units A1/85, B1/155 and V19/184, Sam Geppert of unit C1/120, Jack Eakman of unit V96/441, Garrett Baldensperger of unit V95/433, Scott O'Connor of unit V60/251 (via conference call) and Pride Fisher of unit V14/140 (via conference call).

Unit Owners in attendance are Ryan Anderson of V50/367, Ruby Delzer of unit V58/269, Jason Gras of units A1/85, B1/155 and V19/184, Carolyn Green of unit C6/120, Melinda Guitierrez of unit V10/106, James Hudspeth of unit V27-268, Cody & Leslie Jackson of unit V129/434, Nathan Johnson of unit A3/85, Dennis Jeck and Kathleen Kilm of unit V32/302, Daniel Lakatos of unit V67/107, William & Dorothy Mitchell of unit V122/122, Scott Kinne of B12/155, Susan Van Eyll of unit V90/389, Travis Wangsgard of unit V69/354, Ron Seher of unit V17/162, Curtis Wilson of unit B02/155

Also in attendance are guests Accountant Doug Shanley, Dick Hovde of Hovde Property Maintenance, Scott Hammond, Angie Guinn, Mike Harter and Kirt Strange all of Hammond Property Management, Pete Grundin of Marathon Equipment Company, Matthew Shannon with Solid Waste Systems, Inc and Communications Coordinator Bethany Davies.

(All Directors will be identified by their last names from hereafter in the minutes.)

**Rule Change for Cable Television Service**

Due to the current cancellation of cable television service by West Fork Utilities (WFU), the board has a rule for satellite installations.

Proposed Revision to Common Elements Rule: If a unit owner desires to have a satellite dish installed they must contact Hammond Property Management. The purpose of this rule is to notify Hammond that on a date and time certain, an installer will be on premises. Hammond will assure that the installation will meet all the requirements the Board of Directors has established. Should the installer fail to follow the standards as Hammond relates during this installation, the unit owner will be required to correct the installation at their own expense. Baldensperger makes a motion to change the satellite television rule. Geppert seconds the motion. All are in favor. None oppose. The motion Carries.

**Quorum**

Accountant Shanley confirms that there is a quorum. Eakman announces that all business can be discussed this evening.

**Minutes of the Last Meeting**

Geppert makes a motion to approve the Minutes of the October 25, 2011 Annual Owners' Meeting. Sue Van Eyll seconds the motion. All are in favor. None oppose. The motion carries.

**Solid Waste Disposal System Report**

Stone provides the Solid Waste Disposal System Report (see attachments or view them on the website: [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, *password is FL1234*). Stone has been diligently researching alternative methods for waste removal at FLM. She is looking for a more affordable waste removal system that will be a benefit to the association as a whole. Currently she is

reporting on a trash compactor system that has proved to be highly economical, efficient and is being used at other associations across Big Sky. Stone has invited Pete Grundin, of Marathon Equipment Company in Evergreen, CO, and Matthew Shannon, of Solid Waste Systems, Inc in Missoula, MT to speak regarding the trash compactor system.

Matthew Shannon explains a compactor is a self-contained community site for waste disposal. Owners have access to it whenever they want and it reduces unwanted entry (poachers, rodents, animals, etc...). Odor and costs are reduced with this system. A compactor provides 4-1 compaction and with a 25 yard box, 100 cubic yards can be hauled at one time. This is as opposed to 4 4-yard dumpsters, which can hold 16 cubic yards of total garbage before it can be hauled away. Trash compaction allows for fewer pick-ups, which cost money each time. There is also a lot less mess since these facilities are contained.

Pete Grundin speaks about the equipment. He is looking to put the most efficient piece of equipment in the complex by getting the most volume of garbage out of the community every time Allied Waste comes to pick it up. It would give the association the opportunity to monitor the compactor. They would work out a contract where the association could have the compactor for 18-20 years nearly maintenance free. Solid Waste Systems of Missoula can provide a service agreement to come down 2-3 times per year to service a piece of equipment. It will have a key pad, where owners will enter a code before accessing.

Eakman thanks Stone for her hard work. He emphasizes that there is a lot of work to do before approving of a trash compactor system. However, the largest expense to Allied Waste is fuel. If the association can find a way to minimize the amount of trips that Allied takes to FLM, then the costs to the owners decrease significantly.

### **Financial Report**

Accountant Doug Shanley provides the Financial Report (see attachments or view them on the website: [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, *password is FL1234*). Currently the association has \$197,000 more than it did one year ago.

The Proposed 2013 Chalet Budget shows a 9.31% decrease from last year to Chalet owners. The \$100 special assessment is not a part of this calculation. This is due to less money being budgeted to snow removal, maintenance and repair, savings from Hammond Property Management's contract and legal in the coming year. Also, many repairs had been done in 2012 that will not need to be budgeted for again in the near future.

The Proposed 2013 Condo budget will see a 2.83% increase from last year to Condo owners. This is due to an increase in fees for utilities, trash removal, and the cleaning of the common area.

Cody Jackson asks for an explanation of the legal fees. Eakman decides to give his Legal Report at this time:

### **Legal Report**

Eakman provides the Legal Report. There is still no definition from the Public Service Commission (PSC) on our complaint against WFU for the water and sewer fee increase. There has been an ongoing lawsuit since 2009 and Attorney Farve represents FLM HOA throughout this process. Also, there have been building deficiencies on the part of the developer that are currently being disputed. Most recently, it was discovered that Heatilator units were not installed correctly by the developer. This was discovered by the Chimney inspectors. The board believes the developer should correct these deficiencies. There are also legal fees due to poor citizenship on the part of owners, in order to maintain the rules and regulations.

Eakman explains the Heatilator installation is not the only problem. The developer did not install proper fire breaks and many units have insulation next to the chimney pipe. These findings are on the website,



go to [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, password is FL1234. The contractors are liable for three years after the date of discovery. Owners that have installed inserts into their fire places will not have this problem.

#### Financial Report Continued...

Curt Wilson would like to see the carpet maintenance in Condo B reduced to once per week. The board and Hammond Property Management appreciate condo owner feedback on this issue.

Sue Van Eyll makes a motion to approve the Proposed 2013 Chalet Budget. Travis Wangsgard seconds the motion. All are in favor. None oppose. The motion carries. The Proposed 2013 Chalet Budget will become the 2013 Chalet Budget.

Carolyn Green makes a motion to approve the Proposed 2013 Condo Budget. Curt Wilson seconds the motion. All are in favor. None oppose. The motion carries. The Proposed 2013 Condo Budget will become the 2013 Condo Budget.

#### **Property Manager Report**

Scott Hammond provides the Hammond Property Management Report (see attachments or view them on the website: [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, *password is FL1234*). He begins by bringing up a few topics that have been discussed earlier. He acknowledges that he does not have any say in the matter of a trash compactor system, but he will support the change as he has found many benefits from them with other associations that he manages. He would like it noted that he requires chimney cleaners that inspect from the top down; this has led the recent Heatilator and internal chimney installation defects mentioned earlier. And Scott Hammond is also asking for patience and participation with the new parking pass program. Currently, 16 owners that were delinquent have now paid and are up to date because of the new parking pass program.

#### **Landscaping and Snow Removal Report**

Dick Hovde of Hovde Property Maintenance provides the Landscaping and Snow Removal Report (see attachments or view them on the website: [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, *password is FL1234*). Travis Wangsgard would like to see sprinklers adjusted properly; he believes currently some new trees are being planted in the path of sprinklers.

Baldensperger finishes the report by adding a few details. He thanks Kari and Jason Gras for finding and placing large logs in the grassy areas that are often destroyed by off-road driving. Owners can purchase trees but they need approval of the board for the location before planting. In the coming year, the association hopes to spruce up the entrances to the FLM complex.

#### **Utilities Portfolio Report**

Baldensperger provides the Utilities Portfolio Report. The water sewer rate change is still in the hands of the PSC and we still don't know what our final rate will be. This case has been slow moving and ongoing since September of 2008. Relative to the cable television contract, many owners have received notification that WFU is no longer providing cable television service. The contract with WFU is that they will provide cable television service for 15 years from the time the last unit was sold. This should be in 2021 or 2022. The board feels that they need to uphold their end of the contract. They also provided no indication that they would be cutting off cable television service prior to the notifications that were received a couple of days ago.

#### **Image Study/Strategic Planning Report**

O'Connor provides the Image Study/Strategic Planning Report (see attachments or view them on the website: [www.hpmmontana.com](http://www.hpmmontana.com) under the Firelight Meadows HOA tab, *password is FL1234*). For an

idea of the prospective new look of the units owners can view the drawings on the website as well. Redwood sandblasted street signs will be replacing the current green street signs.

O'Connor thanks board members Baldensperger and Eakman for "the amount of time and expertise you two put into this association. This whole association owes the both of you a very big debt of gratitude for the amount of time and effort you put into this association. I just want to thank you both."

**Chair Person's Report**

Eakman provides the Chair Person's Report. He thanks the entire board and all those who support the board for all of the hard work. Listing accomplishments by the board that were not mentioned earlier in the meeting, Eakman notes the: 1) Elimination of the back-in parking rule; 2) A comprehensive audit of Chalet construction performed by an engineer (audit can be viewed on the website); 3) Board approved air conditioner will be permitted for installation in units that desire one (information on the website); and 4) Seven chalets with non-conforming chimney extensions now match the common elements.

Eakman announces that this is the last Annual Meeting where he will be serving as the Chair of the board. He is resigning from his position as Chair, but he will continue to serve on the board. He will never apologize for the decisions that he has made, but he is sorry that he has lost friends.

**Election of Officers**

Eakman demonstrates the board composition:

|                       |              |              |
|-----------------------|--------------|--------------|
| Jack Eakman           | Resident     | Chalet Owner |
| Annette Stone         | Non-Resident | Condo Owner  |
| Sam Geppert           | Resident     | Condo Owner  |
| Kari Gras             | Resident     | Chalet Owner |
|                       | Non-Resident | Condo Owner  |
| Garrett Baldensperger | Non-Resident | Chalet Owner |
| Scott O'Connor        | Non-Resident | Chalet Owner |
| Pride Fisher          | Non-Resident | Chalet Owner |

Ron Seher makes a motion for the board to continue with seven board members. Leslie Jackson seconds the motion. All are in favor. None oppose. The motion carries, the board will continue to have seven board members.

Two board members are up for re-election. Two, three-year terms are available on the board. Annette Stone, a Condo owner, is currently serving out a one-year term. She would like to continue her service to the board. Pride Fisher, a Chalet owner, is also currently serving a one-year term. Fisher prefers not to run for re-election and would rather give the position to an owner who would be able to dedicate more time to the FLM board. However, she will stay on the board if no one else would like the position.

Geppert nominates Stone. Sue Van Eyll and Baldensperger second the motion. All are in favor. None oppose. Annette Stone has been nominated for re-election to serve on the board. Curt Wilson makes a motion to suspend the rules as written and instead have a voice vote on Annette Stone's nomination to serve on the Board of Directors. Dan Lakatos seconds the motion. All are in favor. None oppose. The motion carries; Annette Stone has been re-elected to a three-year position with the Board of Directors.

Eakman asks if anyone would like to run for election with the Board of Directors. Curt Wilson, a resident Condo owner, nominates himself. Jason Gras seconds the motion. All are in favor. None oppose. Curt Wilson has been nominated for election to serve on the board. Eakman makes a motion to suspend the

rules as written and instead have a voice vote on Curt Wilson's nomination to serve on the Board of Directors. Travis Wangsgard seconds the motion. All are in favor. None oppose. The motion carries; Curt Wilson has been elected to serve a three-year term with the Board of Directors.

The board will wait until January to have a slate of officers for the coming year as the new board member should have a vote on whom the officers for the incoming year will be.

Eakman thanks Fisher for her time and work on the board.

#### **14<sup>th</sup> Amendment**

In order for the 14<sup>th</sup> Amendment to pass, the association needs 162 positive votes by midnight October 31, 2012. As of this meeting, there are 159 positive votes.

#### **Communications from Unit Owners**

Ron Seher is the Proxy for Bob Ashabraner. Both Seher and Ashabraner would like the HOA and Accountant Shanley to be audited.

Owner Cody Jackson, a CPA from Billings, MT, introduces himself as a former auditor and explains that if the association would like a more thorough look into the accounting and financial dealings within the HOA, the association should look into a more specific investigation more targeted at a certain goal. An audit may not necessarily be what the association is looking for. They are ever increasingly rule bound, incredibly expensive, and he doesn't think the association would be satisfied with the result.

Curt Wilson would like to know if owners can occasionally have a report of how the \$465,000 is to be allocated. He would like to know what the association is building up to. Eakman explains, next year, with Hammond Property Management's help, the board will provide such report. This money is saved for high priced items of maintenance such as roof and road replacement/repairs. Cody Jackson explains that \$465,000 is not even close to the amount needed to make these repairs in an association of this size.

#### **Adjournment**

The meeting adjourns at 7:43 PM.

## Firelight Meadows Garbage Assessment and Alternative Solutions

Current trash removal system for 136 Chalets: Fulltime residents and fulltime renters can participate in weekly trash removal provided by Allied Waste of Bozeman, MT. Weekly pickup is provided on Monday's. Two types of trash pickups are provided by placing an Allied Waste canister outside or, Allied Waste provided garbage bags can be placed curbside. The trash canister and/or bags are set outside the day of pickup between 6am & 8am and placed back inside by the end of that day. During bear season, Firelight Meadows Association will fine any Chalet owner \$800 for leaving the waste canister outside beyond these allowed times. Standard penalties apply all other times of the year. According to Allied Waste's current figures there are 52 Chalets receiving weekly canister service; 23 on Candlelight Dr. , 29 on Firelight Dr. and 11 on Starlight Dr. Source; Harry Kirschenbaum, Commercial Sales, Allied Waste.

2<sup>nd</sup> Homeowner residents, vacation renters (non-fulltime residents), and rental units need a source for trash removal. For this type of use, some have been utilizing the available Condo trash dumpsters. (I've personally watched this happen on many occasions.)

### Chalet Owner Costs (63 Chalets)

Yearly \$490.80 Weekly \$9.44

### Chalet Owner Costs (73 Chalets)

Yearly \$0.00 Weekly \$0.00

Current trash removal system for 80 Condos: Four dumpsters are placed across from condo complex A, B, C & D. These dumpsters are not monitored or secured by other means. Non-authorized use is a common practice with these dumpsters. As a condo owner, I've witness this on many occasion. Total yearly cost for 4 dumpsters: \$32,000. Source; Harry Kirshenbaum, Commercial Sales Allied Waste and Condo trash removal 2012 line item budget.

### Condo Owner Costs (80 Condos)

Yearly \$400.00 Weekly \$7.69

**Solution:** A community trash dumpster site for the entire Firelight Meadows complex that can be used by all Firelight Meadows association members. Utilizing a centralized dumpster site would alleviate many of the bear concerns; provide a place for all Chalet 2<sup>nd</sup> home vacationers and renters a place to put their garbage. Full-time residents may cancel their weekly service and utilize the centralized trash system; this option will save them money. Or, they can continue with weekly service at their expense. By eliminating the weekly Chalet service, savings in time from the property management company's Monday trash surveillance would be possible. All four adjacent condo dumpsters would be removed enhancing the visual appeal of the common grounds. The property management company would continue saving time since they will only need to monitor one trash site. It is my opinion, the centralized community trash site has many benefits and few negatives.

Proposed Site: There is space between the Condo and Chalets that might be suitable for a centralized dumpster site. The site is west of the current administrative building on Firelight Drive. Some modifications to the area will be needed such as a cement pad and an aesthetically pleasing enclosure. I spoke to Harry Kirshenbaum, Commercial Sales department of Allied Waste in Bozeman and presented the idea of a community dumpster site. Based on preliminary calculations it would take 2 to 3, 6-yard dumpsters to service the entire complex. The cost quoted by Allied Waste would be \$3548.00 a month for trash pickups 4 times a week. If over time we determine a need for the 3<sup>rd</sup> dumpster the cost would be \$5,322.00 a month. Please note: There is a variable fuel recovery fee associated with all Allied Waste accounts and not reflected in this quote. Total yearly cost for 2, 6-yard dumpsters: \$42,576. Source; Harry Kirschenbaum, Commercial Sales Allied

### Condo/Chalet Owner Cost (216 Condos)

Yearly \$197.11 Weekly \$3.80



## Trash Compactor Solution:

Previously, I looked into the possibility of a centralized trash dumpster site for the entire Firelight Meadows community. At that time, it was suggested we explore the possibility of a trash compactor system. The trash compactors could be placed at the same proposed site and would need to be developed with the guidance of Allied Waste. The scope of work would include cement pad, enclosure for entire area and 3 phase power. The enclosure could use design elements from the condo and chalet facade enhancement proposal. (I don't have cost estimates for site development.) I received a \$56,000 quote from Matthew Shannon of Solid Waste Systems, Inc for this type of system. If the capital improvement was expensed over a 5 year time frame, the cost per condo/chalet owner would be \$13.00 per quarter.

Yearly operational costs for trash compactor system (it's been difficult to develop a conclusive figures for this), here's what I have so far:  
Preventative maintenance contract with Solid Waste Systems (includes two service visits per year) is \$1,400.

Allied Waste dumpster haul, quoted from Allied Waste: *"There is no simple way to determine the volume and frequency of use with a proposed compactor. Based on the current volume of Firelight you will probably need one compactor haul each month. Your cost per haul would be \$700.00, plus our fuel recovery fee, plus disposal. Disposal on each haul should average approximately \$130 to \$180."* For budget purposes I'll use \$900 a month or \$10,800 per year.

Electrical cost: There is electrical costs associated with the compactor system which includes the compactor function and heating the oil during the winter months, I've got a call into Solid Waste Systems to see if they have any approximation or history for this. The cost will be variable due to yearly climatic fluctuations. Yearly associated cost: ?

Personnel Costs: Someone needs to be trained and involved with this system, I would imagine Hammond Property Management could take on this role. From what I'm understanding, we don't need someone at the dumpster site and it's a self-service system. The 'trash compactor technician' would be responsible for monitoring and calling Allied Waste when the compactor is ready for hauling and other related responsibilities. Yearly associated cost: ?

Comparing Allied Waste service versus the trash compactor system the yearly operational cost difference is \$30,376.08 On paper and in theory, the trash compactor is a feasible solution for the Firelight Meadows Complex.

|   |               |                |               |               |
|---|---------------|----------------|---------------|---------------|
| <b>Trash Compactor Operational Cost (216 Condos)</b>      | <b>Yearly</b> | <b>\$56.48</b> | <b>Weekly</b> | <b>\$1.09</b> |
| <b>Trash Compactor Capital Expense 5 Yrs (216 Condos)</b> | <b>Yearly</b> | <b>\$51.85</b> | <b>Weekly</b> | <b>\$1.00</b> |

Trash Compactor Rental Option: Additionally, I received a quote from Matthew Shannon of Solid Waste Systems, Inc to rent the above mentioned trash compactor system for \$1599.00 a month. The contract would be for 5 years. All the same variable costs would apply. The below number includes Allied Wastes estimated disposal costs of \$10,800 per year.

|   |               |                 |               |               |
|---|---------------|-----------------|---------------|---------------|
| <b>Trash Compactor Rental/Operational Cost (216 Condos)</b> | <b>Yearly</b> | <b>\$138.83</b> | <b>Weekly</b> | <b>\$2.66</b> |
|---|---------------|-----------------|---------------|---------------|







MAINTENANCE AND REPAIR CATEGORY FOR THE BUDGET

| VENDOR | MEMO  | TOTAL    | CHALET   | CONDO    |
|--------|---|----------|----------|----------|
|        | UNFORESEEN REPAIRS AND MAINTENANCE EXPENSES   |          |          |          |
|        | UNFORESEEN REPAIRS TO BE SHARED EQUALLY BETWEEN ALL 216 UNITS<br>GOING TO MAKE THIS \$6,000 PER MEETING WITH JACK | 6,000.00 | 3,780.00 | 2,220.00 |

CONDO BUILDING LIGHTS, PROPANE GAS METER, AND FIRE ALARM SYSTEM

|                          |                                    |          |  |  |
|--------------------------|------------------------------------|----------|--|--|
| FIRE SUPPRESSION SYSTEMS | FIRE EXTINGUISHER INSPECTION       | 1,740.00 |  |  |
| KENCO                    | FIRE ALARM SYSTEM MONITORING       | 1,542.00 |  |  |
| PLATT ELECTRIC           | BALLASTS AND LAMPS                 | 2,500.00 |  |  |
|                          | CLEAN AND PROTECT HALLS AND STAIRS | 4,000.00 |  |  |

SCHEDULED

|              |                         |          |          |          |
|--------------|-------------------------|----------|----------|----------|
| ERA TEST LLC | INSPECTION OF ALL UNITS | 9,600.00 | 7,680.00 | 1,920.00 |
|--------------|-------------------------|----------|----------|----------|

ITEMS THAT NEED TO BE DONE IN THE NEXT YEAR

|   |          |          |          |
|---|----------|----------|----------|
| ENTRY DOORS CONDOS PAINTING                   | 1,100.00 | 1,100.00 |          |
| PAINTING AND TOUCHUP CONDO HALLWAYS           | 1,100.00 | 1,100.00 |          |
| REPAINTING OF ENTRY DOORS AND GARAGE DOORS    | 5,400.00 | 5,400.00 |          |
| PLAYGROUND EQUIPMENT MAINTENANCE              | 1,000.00 | 630.00   | 370.00   |
| ROOF VENT REPAINTING CHALETS AND CONDOS       | 2,500.00 | 1,575.00 | 925.00   |
| NEW SIGNS AND POSTS                           | 7,500.00 | 4,725.00 | 2,775.00 |
| SNOW MELT DEVICES MAINTENANCE AND REPLACEMENT | 1,000.00 | 800.00   | 200.00   |
| LAWN SPRINKLER REPAIRS AND REPLACEMENT        | 2,400.00 | 1,512.00 | 888.00   |

| TOTAL     | CHALET    | CONDO     |
|-----------|-----------|-----------|
| 47,382.00 | 26,102.00 | 21,280.00 |





[hpmmontana.com](http://hpmmontana.com)

Firelight Meadows Manager's Report  
2012 Annual Meeting 10/30/2012

Overview of HPM services for 2012:

- Build relationships with board members and owners. We respond to owner questions, comments and concerns, and escalate them to the Board of Directors when needed. We participate in BOD meetings and report activity, concerns, and discuss solutions for maintaining the campus.
- Daily Maintenance of the campus including: cleaning the campus, monitoring heat tape, replacing common element light bulbs and ballasts, assist with satellite dish installs, monitor alarm panels, assist with lock replacements, complete minor maintenance items, and monitor overflow parking.
- Coordinate planned maintenance and inspections including crawl space inspections, dryer vent cleaning, chimney cleanings, fire suppression inspections, winterizing and dewatering the units, annual water tests, annual painting of about 20% of entry doors and garage doors, and condo deck staining.
- Projects completed this year
  - Sewer line – Contracted sewer line repairs to correct the drainage following a sewer back up.
  - Patios – repaired or replaced patios that had structural deterioration in the concrete
  - Stove Pipe Cap Retrofit – Completed a project to have all stove pipe caps that had been changed from original spec returned to the same style and appearance as the original caps,
  - Energy Audit – TDH Engineering completed an energy audit on a Chalet. The report is on the website for owners to review.
  - Bear Trash Signs – Installed signs on each trash can to communicate the rules and help prevent bear activity.
  - Condo Carpet Replacement– Buildings C and D are having carpet replaced in November.
  - Hardi Plank Repairs – Coordinated warranty repairs to some of the Hardi plank at campus.
  - Chimney inspections – Scheduled chimney inspections following a report of issues from an owner. The BOD is following up on the results to determine a course of action.
- Coordinate window warranty work. The Firelight windows are currently under warranty to cover seal failures. As we get reports or see windows with failures, we measure the windows submit the warranty form, and coordinate the install with Guys Glass.
- Rule Enforcement is monitored daily while on site. HPM enforces the rules listed in the declarations, by laws and rule documents for the HOA.
- Office work including managing the parking pass distribution, overseeing the long term parking lot rental spaces, research as requested by the BOD, communication for rule violations, completing mortgage questionnaires, creating manager's reports for monthly meetings, maintaining the Firelight Website, and update rule documents as requested and approved by the BOD.

o: 406.995.7220  
f: 406.995.3030

**Mailing:** PO Box 161242, Big Sky, MT 59716  
**Shipping:** 36 Center Lane Suite 1, Big Sky, MT 59716

# Hovde Property Maintenance, LLC

## Snow Removal/Landscaping Report

### Annual Meeting October 30, 2012

#### Snow Removal:

1. Winter Season of 2011/2012 went well, with the snowfall amount less than average.
2. Roof snow removal hours were less than has been needed in past years.
3. There were two reported roof leaks in areas that had not leaked in previous years. These roof ice dams were cleared in less than an hour of the reported leak at no charge to the FLM HOA.
4. Tested, repaired and installed new roof heat tape. This along with a reduced snow load greatly reduced the number of leaks that had been seen in past years.
5. Heavy equipment was used to remove snow pack and keep drains open for Spring thaw.
6. Snow Markers have been installed for the upcoming Winter Season.

#### Landscaping:

1. Spring clean-up commenced as snow melt allowed and continued until completed.
2. Broadleaf weed control spraying was accomplished in sod areas a minimum of two times, and more in some areas, as needed.
3. All open areas were sprayed for broadleaf weeds.
4. Rock areas (driveway edges and swales) were sprayed several times to kill all vegetation.
5. Summer fertilizing was completed in early June, and mid-August. Fall fertilizing of trees continued through mid-October.
6. Noxious weeds were sprayed numerous times as needed on campus, plus on adjacent areas to property.
7. Winterization of irrigation system was completed at the end of September.
8. Numerous replacement trees and grasses were planted by Cashman Nursery this past summer. These trees and grasses were hand watered through the end of the season
9. In October we over-seeded the grass in open areas as recommended by Cashman Nursery, the same as last year.
10. Fall pruning of shrubs and bushes has been completed.
11. Grasses in open areas that had been left to naturalize throughout the summer, were mowed when they reached the dormant stage. This allowed for self-seeding in these areas.

#### Spring Projects:

1. Plant ornamental grass in numerous areas, as discussed with Garret.
2. Extend the irrigation zone to the condo entry area.
3. Continue the fertilizing Program.
4. Next year a similar Landscaping Program will be followed, based on recommendations of Cashman Nursery and the FLM Board of Directors.

# FIRELIGHT MEADOWS OWNERS ASSOCIATION, INC

## Firelight Meadows Exterior Improvements Project

### PURPOSE:

It is the intention of the Firelight Meadows Board of Directors to identify negative public perception issues, take corrective action, and plan future enhancement projects with the goal of making Firelight Meadows the premier Meadow Village property, increase property values, and improve the quality of community living for all owners.

### EXTERIOR IMPROVEMENT:

Through a survey of owners, realtors, and directors, it was determined that aesthetic improvements to the exteriors of the FLM buildings were desired and would improve the overall appearance and property values of Firelight Meadows.

Improvements to be considered:

- Adding rock to the buildings.
- Adding roof overhangs to areas of the buildings.
- Replacing the red front doors and red garage doors with wood or other material.
- Wood privacy fences.
- Change front door lighting fixture.
- Add numbers to front door area.

Action taken to date:

- Drawings completed by drafting (on display).
- Obtain approximate pricing to complete improvements (currently ongoing).

Action to be completed:

- Time frame for project, contingent on funding and completion of current special assessment.
- Condo owners to determine if garages would be more desirable than exterior building improvements.(Sam Gephart)
- How project will be completed. (All at once, in phases, etc.)
- How project will be funded.