

Minutes of Board of Directors Meeting

For the Association of Unit Owners of Firelight Meadows

August 13, 2013

Call to Order

Garrett Baldensperger called the meeting to order at 6:06 pm.

Directors in attendance were Garrett Baldensperger of unit V95/433, Curt Wilson of unit B2/155, Kari Gras of unit V19/184, A1/85 & B1/155, Scott O'Connor of unit V60/251 (via conference call), Annette Stone of unit B12/155 (via conference call) and Jack Eakman of unit V96/441, (via conference call).

Also in attendance were owners Steve Cherne of unit V73/308, Travis Wangsgard of unit V69/354; Scott Hammond, Angie Guinn, Mike Harter, Bethany Davies of Hammond Property Management (HPM), and Accountant Doug Shanley (via conference call).

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

Minutes of the last Meeting

Gras made a motion to approve the Minutes of the last BOD meeting. Wilson seconded the motion. All were in favor. None opposed. The motion carried. The minutes of the June 4, 2013 meeting were approved as written.

Financial Report

Accountant Doug Shanley provided the Financial Report (see attachments or view them on the website: www.hpmmontana.com under the *Firelight Meadows HOA* tab, *password is FL1234*). Currently three owners are late to pay their quarterly dues by two or more quarters; however, two of these three owners have contacted Shanley with the intent to pay soon. Two new owners have joined the membership since the last BOD meeting. The Condo units are \$38,250.07 under budget through the month of August. The Chalet units are currently \$26,640 under budget for the month of August.

Proposed 2014 Condo Budget

The Board will propose a 2014 Condo Budget of \$247,920 to the owners at the Annual meeting. The current 2013 Condo Budget is \$258,000. They will suggest placing \$35,828 into Reserves and decrease spending for Legal, Utilities, Snow Removal and the Cleaning of Common areas, if approved the Condo budget will actually see a 3.91% decrease in 2014. Currently Condo owners pay \$806.25 quarterly; the proposed Condo Budget will decrease this number to \$774.75 quarterly.

Proposed 2014 Chalet Budget

The Board will propose a 2014 Chalet Budget of \$411,180 to the owners at the Annual meeting. The current 2013 Chalet Budget is \$370,736. They will recommend increasing the Reserves from \$58,793 in 2013 to \$130,336 in 2014. In the past, the Chalets have been significantly under budget for Reserves. These Reserves will make it easier to fund high priced replacements and repairs such as the replacement of the roofs and siding, minimizing the need for special assessments. If the 2014 Chalet Budget is approved, the Chalet owners will see a 10.91% increase. In 2013 Chalet owners pay \$681.50 each quarter; owners could pay \$755.85 per quarter in 2014.

Schedule Next BOD Meeting

The next BOD meeting is scheduled for Tuesday, September 10th, 2013 at 6pm in the HPM Conference Room.

Schedule Annual Owners Meeting

The Annual Owners Meeting is scheduled for Tuesday, October 29th, 2013 at 5pm.

Property Management Report

Guinn and Harter provided the Property Management Report (see attachments or view them on the website: www.hpmmontana.com under the *Firelight Meadows HOA* tab, *password is FL1234*). All but four Chalet chimneys are complete; these are units that have opted to upgrade their fireplaces. The new street signs are all complete and have been

installed. Four chalet units in phase one have had consistent water leaks around their windows. HPM is working with Beehive Builders to find the cause of the problem so that they can repair it rather than temporarily band aid the problem. While investigating these first four units, they plan to develop a protocol to correct the problem in the future. Cornerstone Management Services (CMS) completed building the remainder of the bird boxes that were a part of a project in 2011.

Landscaping Portfolio

Harter and Gras provided the Landscaping Portfolio Report. Lawn mowing of all the open areas is complete for the season. NPK sprayed all the open areas for noxious weeds. He would like to have another application of fertilizer on the sod next week. A water main in the irrigation system behind 325 Firelight Drive burst and it was repaired within three days. Owner Steve Cherne requested some irrigation zones behind his unit be turned on.

Baldensperger asked Harter to research the life expectancy of the trash compactor and to find out how much it will cost for annual preventative maintenance.

Gras asked 46°North Landscaping to provide landscaping plans with drawings for a 2-plex, 4-plex, 20-plex (Condo building), three entry ways, and one landscape pod. FLM will own the plans and it will go out to bid with local landscaping companies. The Board agreed the entrances need to be improved upon first. Baldensperger requested two conceptual drawings plans for the entrances (one requiring irrigation and the other that will not require irrigation) to be ready for the Annual Meeting in October.

Neighborhood Portfolio

Gras provided the Neighborhood Portfolio Report. The FLM approved garage sale was a success with four or five different sales. There were no violations or complaints. Some owners requested two sales per year (spring and fall). *Wilson made a motion to organize a garage sale for the fall season. Gras seconded the motion. O'Connor, Baldensperger, and Stone were in favor. Eakman opposed.* Gras will organize a fall garage sale.

The Second Annual FLM Neighborhood Party in the Park is scheduled for Saturday, August 31st, 2013 from 3pm to 6pm.

Image Study

O'Connor provided the Image Study. CMS will prepare an estimate for the improvement aspects of the buildings. Then there will be an online survey for owner to decide if they would like exterior improvements of the buildings to take place. O'Connor also thanked Harter and Guinn for all their work ordering and installing the new street signs.

Utilities Portfolio Report

Baldensperger presented the Utilities Portfolio Report. Owners will soon be able to vote on the 15th Amendment to the Declarations. If the amendment passes, it will remove the obligation of the owners to pay for the water and sewer bills of negligent owners and it will remove cable television from the definition of "Central Improvement Facilities." Please watch for information and the ballot in your mailbox shortly.

Legal Report

Eakman presented the Legal Report. Attorney Jennifer Farve worked on the following: 1) the denial by the insurance company for a water leak, 2) the documents for the 15th Amendment to the Declarations, 3) communication with an owner regarding the failure of a title company to collect for a new member after the transfer of the title, and 4) spoke with HLH, LLC regarding the proposed 15th Amendment to the Declarations.

Eakman has requested Attorney Farve write a letter to owners explaining why owners are required to pay the past due water and sewer bills of other owners that had refused to pay.

Communications from Owners

Eakman presented the Communications from Owners. There was an owner that refused to pay for fines. Eakman suggests asking the Attorney to write a letter to this owner, if this owner continues to refuse to pay the fine, then the HOA can file a lien on the unit. Following Rules, Declarations, and Bylaws is not optional, it is the responsibility of every owner and the Board will enforce it. *Wilson made a motion to authorize Attorney Farve to write a letter to the owner. O'Connor seconded the motion. All were in favor. None opposed. The motion carried.*

An owner requested the Board reconsider a fine for a dog violation. The Board agreed the violation stands.

Baldensperger would like owners to understand that Mike Harter is only doing what the Board has asked him to do. If the Board ever backs down or reconsiders a fine, it is not because Harter is not doing his job; it is because the Board is lenient. "Mike is doing exactly what the Board has asked him to do and he is doing it fairly across the board."

An owner requested the opportunity to advertise his business in the Firelight Meadows Newsletter. The Board discussed listing local businesses on the website to include both contractors recommended by your fellow owners as well as contractors that are owners at FLM. This list would not be endorsed by the Board nor by HPM. The Board tabled the subject.

Adjournment

The meeting adjourned at 7:43pm.

Douglas N. Shanley, CPA PC

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8/9/2013

TO: BOARD OF DIRECTORS

FIRELIGHT MEADOWS HOME OWNERS ASSOCIATION

	8/9/2013	6/1/2013
CHECKING ACCOUNT BALANCE	\$74,443	\$158,699
MONEY MARKET AMERICAN BANK	\$220,086	\$100,032
CD AT BIG SKY WESTERN BANK	\$130,941	\$130,941
CD AT 1ST SECURITY BANK	\$75,414	\$75,414
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TOTAL CASH AVAILABLE	\$500,884	\$465,086

ACCOUNTS RECEIVABLE	\$123,128	\$38,866
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THE FOLLOWING ARE LATE TWO OR MORE QUARTERS
THESE WILL BE TURNED OVER TO COLLECTIONS
AT THE END OF THIS QUARTER IF PAYMENT IS NOT RECEIVED

D9	JAMES MCMAHON	\$1,559.40	\$782.25
V112	GEORGE RAPIER	\$2,574.09	\$992.23
V83	KRIS TINNIN	\$1,973.09	\$766.23

TOTAL OF ABOVE UNITS	\$6,106.58	\$2,540.71
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BAD DEBT PREVIOUSLY WRITTEN OFF COLLECTED IN 2013 BY CBO, OUR COLLECTION AGENCY	\$7,111.15	\$6,703.29
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PARKING INCOME TOTAL THIS YEAR	\$1,350.50	\$810.50
FINES ASSESSED IN 2013	\$1,800.00	\$800.00
FINES RECEIVED IN 2013	\$765.00	\$362.00

NEW MEMBERSHIP DUES FOR 2013 V23 SCOTT JOHNSON V39 ERIK AND CATHERINE MORRISON	\$8,000.00	\$6,000.00
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BAD DEBT WRITTEN OFF IN 2013	\$597.25	\$597.25
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OWNERS TAKING ADVANTAGE OF THE \$24 PER QUARTER POSTAGE SAVINGS 617 INVOICES OVER THREE QUARTERS	\$14,808.00	\$9,768.00
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TO JOIN BY CONFERENCE CALL 1-888-325-3989
PASSCODE IS 693 796

CHALETs							
Firelight Meadows Owners Association							
2013 BUDGET TO ACTUAL AUGUST AND 2014 PROPOSED BUDGET							
				BUDGET	ACTUAL	OVER	PROPOSED
			2013	THROUGH	THROUGH	(UNDER)	2014
			BUDGET	AUGUST		BUDGET	BUDGET
Ordinary Income/Expense							
Income							
	Assessment		370,736.00	278,052.00	278,052.00	0.00	411,180.00
						0.00	0.00
	Total Income		370,736.00	278,052.00	278,052.00	0.00	411,180.00
Expenses							
	Insurance 76.5%		38,531.00	28,898.25	29,870.81	972.56	44,205.00
	Common Area Utility						544.00
	Common Area Lawn Care 80%		31,243.00	20,828.67	20,828.80	0.13	34,400.00
	Landscape Upgrade		5,168.00	2,584.00	2,446.98	(137.02)	5,070.00
	Snow Removal & Shoveling Roads & Entry Ways 75%		66,550.00	44,366.67	47,000.00	2,633.33	60,620.00
	Snow and Ice Removal on Rooftops 63%		6,290.00	4,193.33	2,745.00	(1,448.33)	6,300.00
	Fireplace Maintenance & Cleaning		6,000.00	4,000.00		(4,000.00)	6,000.00
	Administrative and Secretary		3,717.00	2,478.00	1,106.29	(1,371.71)	0.00
	Maintenance & Repair		26,102.00	17,401.33	25,474.63	8,073.30	21,697.00
	Property Manager		61,740.00	41,160.00	41,916.00	756.00	63,978.00
	Accounting		9,384.00	6,256.00	6,259.68	3.68	9,619.00
	Legal		25,200.00	16,800.00	5,034.12	(11,765.88)	11,339.00
	Postage & Delivery		13,056.00	8,704.00	88.92	(8,615.08)	1,260.00
	Office Expense		1,890.00	1,260.00	508.75	(751.25)	1,260.00
	Taxes		272.00	181.33		(181.33)	272.00
	Bad Debt Uncollectible		13,600.00	9,066.67	376.27	(8,690.40)	13,600.00
	Meeting Expense		680.00	453.33	15.12	(438.21)	680.00
	PSC - Consultant for Case		2,520.00	1,680.00		(1,680.00)	0.00
	Subtotal Expense		311,943.00	210,311.58	183,671.37	(26,640.21)	280,844.00
	Subtotal Reserves		58,793.00				130,336.00
	Total Expenses & Reserves		370,736.00				411,180.00
						INCREASE	10.91%
		YEARLY 2013	2,726.00			YEARLY 2014	3,023.38
		QUARTERLY 2013	681.50			QUARTERLY 2014	755.85

CONDOS						
Firelight Meadows Owners Association						
2013 BUDGET TO ACTUAL AUGUST AND 2014 PROPOSED BUDGET						
			BUDGET	ACTUAL	OVER	PROPOSED
			2013	THROUGH	THROUGH	2014
			BUDGET	AUGUST	(UNDER)	BUDGET
Ordinary Income/Expense						
Income						
	Assessment		258,000.00	193,500.00	193,500.00	0.00 247,920.00
	Total Income		258,000.00	193,500.00	193,500.00	0.00 247,920.00
Expenses						
	Insurance 23.5%		11,836.00	8,877.00	9,175.99	298.99 13,578.00
	Building Utilities		30,000.00	20,000.00	15,687.34	(4,312.66) 24,000.00
	Common Area Utility					320.00
	Common Area Lawn Care 20%		7,811.00	5,207.33	5,207.20	(0.13) 8,600.00
	Landscape Upgrade		3,040.00	1,520.00	999.98	(520.02) 2,980.00
	Trash Removal		35,000.00	23,333.33	22,014.52	(1,318.81) 36,000.00
	Snow Removal & Shoveling Roads & Entry Ways 25%		22,480.00	14,986.67	15,666.64	679.97 20,206.00
	Snow and Ice Removal on Rooftops 37%		3,700.00	2,466.67	1,170.00	(1,296.67) 3,700.00
	Cleaning and Common Area		20,000.00	13,333.33	8,370.00	(4,963.33) 17,000.00
	Administrative and Secretary		2,183.00	1,455.33	649.72	(805.61) 0.00
	Maintenance & Repair		21,280.00	14,186.67	6,617.17	(7,569.50) 25,703.00
	Property Manager		36,260.00	24,173.33	24,617.28	443.95 37,635.00
	Accounting		5,520.00	3,680.00	3,676.32	(3.68) 5,658.00
	Legal		14,800.00	9,866.67	2,956.54	(6,910.13) 6,670.00
	Postage & Delivery		7,680.00	5,120.00	52.23	(5,067.77) 741.00
	Office Expense		1,110.00	740.00	298.81	(441.19) 741.00
	Taxes		160.00	106.67		(106.67) 160.00
	Bad Debt Uncollectible		8,000.00	5,333.33	220.98	(5,112.35) 8,000.00
	Meeting Expense		400.00	266.67	8.88	(257.79) 400.00
	PSC - Consultant for Case		1,480.00	986.67		(986.67) 0.00
	Subtotal Expense		232,740.00	155,639.67	117,389.60	(38,250.07) 212,092.00
	Subtotal Reserves		25,260.00			35,828.00
	Total Expenses & Reserves		258,000.00			247,920.00
						DECREASE 3.91%
			YEARLY 2013 3,225.00			YEARLY 2014 3,099.00
			QUARTERLY 2013 806.25			QUARTERLY 2014 774.75



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Firelight Meadows Manager's Report
BOD Meeting 6/4/2013

Management discussion items for the meeting:

- Chimney update
- Landscaping update
- Project update

Below is the compilation of the weekly reports sharing the specific tasks that have been completed since the last BOD meeting:

- Picked up trash around dumpster areas and Fire Light Meadows campus.
- Checked all the "dog waste Stations".
- Consolidated trash in condo building dumpsters throughout the week to allow for "one day per week" trash collection.
- Checked all street and landscaping lights throughout campus.
- HPM Landscaping mowed and trimmed lawns throughout FLM campus weekly
- Start up of irrigation system, tested every head and replaced or redirected as needed.
- Assisted Big Sky Chimney with access to units for chimney repairs
- Emptied and removed Allied Waste trash can left inside dumpster enclosure at building C.
- Completed a proposed summer painting list throughout FLM campus for the BODs review and approval.
- Assisted with dish installs at 7-B, 3-D, and 224 CLD.
- Picked up and disposed of old TV left inside dumpster enclosure at building B.
- Contacted Allied Waste to request they pick up two unclaimed trash cans currently in storage in the Long Term Parking Area.
- Rescheduled condo trash service to bi-weekly service with Allied Waste.
- Assisted Homeowner of 216 CLD with securing a temporary spot in the Long Term Parking area.
- Checked all fire extinguishers in the condo buildings.
- Repaired loose sections of the ice-melt system at the NW corner of building A.
- Replace a total of four emergency light batteries in buildings A and B.
- Precision Lawn Services applied liquid "weed and feed" application throughout campus.
- Assisted Guy's Glass with window warranty replacements at the following units: 207, 191, 181, 173, 159, and 82 CLD. 417, 353, and 388 FLD.
- Delivered parking passes to 224 CLD.
- Spoke with Pete of Big Sky Chimney about his employees bring pets on campus while working on FLM campus. He was very compliant and said it would not happen again.

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- Remove swallow nest from north side of 297 CLD.
- Spoke to new homeowner of 304 CLD about the FLM pet policy. Her dog was observed unattended and off-leash outside the unit. She was very compliant and said it would not happen again.
- Assisted homeowner at 9-B with measuring her patio for hot tub placement.
- Delivered guests passes to 8-D.
- Returned trash can back to garage at 251 CLD.
- Inspected interior water damage at 208 CLD, damage appears to have been a result of water intrusion on the roof over the past winter.
- Replaced three light fixture ballasts in building B.
- Replaced five light fixture ballasts in building A.
- Unlocked 18-D for Nordic Hot Tub per homeowner's request.
- Found front door at 95 SLD wide open, door was shut and secured.
- Spoke to two young kids operating a dirt-bike and ATV on campus at high rates of speed, they were not residents of FLM and asked to remove the vehicles from property ASAP. Both very compliant and quickly left.
- Notified homeowner of 207 CLD regarding the fridge in his chalet. The fridge appears to have stopped working and all the food inside had thawed out and spoiled.
- Opened 207 CLD for Anderson enterprises per homeowner's request.
- Met with Beehive Builders to look over the follow units in need of interior water damage repairs to determine scope of work and obtain bid for repairs: 200, 208, 156, and 192 CLD.
- Took pictures throughout the FLM campus for the up and coming newsletter.
- Gallatin Valley Gutters completed new gutter installation at building B.
- Unlocked door at 11-B for tenant who was locked out of his unit.
- Dropped off parking passes at 8-D per homeowner's request.
- Unlocked 207 CLD for new appliance delivery per homeowner's request.
- Remounted copper cap on sign post in front of 106 CLD.
- Assisted Starwest with a dish service call at 10-B.
- Completed weeding of rock beds throughout campus.
- Removed and cataloged dead trees throughout campus.
- Checked on the status of the "fridge clean-up" work at 207 CLD per the homeowner's request.
- Assisted Guy's Glass with window warranty work at the following units: 1-A, 2-A, 11-A, and 13-A.
- Worked on trouble shooting irrigation system at 162 CLD... Several zones on system were failing to turn on.
- Started to raise all "moose fencing" around trees throughout campus to allow for grass trimming.
- Unclogged plugged toilet at 5-C.



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- Met with Lone Mountain Flatwork to look over proposed compactor site and obtain quote for concrete work.
- Unlocked 50 CLD for Beehive Builders.
- Assisted Bling Wireless with a dish install at 208 CLD.
- Temporary repaired broken parking spot plug at the north east handicap parking spot at building C.
- Inspected failed window at back of 156 CLD per homeowner's request.
- Picked up trash drug out of trash can by ravens at 259 CLD.
- Re-wired all electrical connections on irrigation system for 148 thru 224 cld.
- Repaired leaking zone valve in irrigation system near 82 CLD.
- Trimmed down native grasses around the main entrance to the condo buildings.
- Delivered extra Allied Waste trash can to 82 CLD.
- Repaired plugged sprinkler line on irrigation system at front yard of 184 CLD.
- Delivered guest passes to 8-D per homeowner's request.
- Assisted Bozeman Safe and Lock with rekeying locks at 14-B and 17-C.
- Watered newly planted sod on SLD.
- Unlocked 5-C for housekeeping per homeowner's request.
- Replaced broken sprinkler head in front of 70 CLD.
- Temporally seal up foundation vent with broken screen at 74 CLD.
- Contacted BFI regarding dumpsters at the condo buildings that were skipped by their driver on the day of scheduled service.
- 6/30/12 Responded to reported water leak at 5-D. Leak was a result of a leak in the fire suppression system. System was drained and taken off line until repairs could be facilitated.
- Turned on hose faucet outside 3-A per homeowner's request.
- Replaced broken sprinkler head at 495 FLD.
- Reinstalled dog waste station at intersection for CLD and FLD.
- Cleared trouble alarm at alarm panel at building D. Alarm was a result of the sprinkler system being temporarily shut down.
- Contacted Hardie Products to obtain correct paint specs for new installed fascia at the condo buildings.
- Unlocked 5-D for interior water damage repairs per the homeowner's request.
- Continued to irrigate with "above ground" sprinklers where needed thought FLM campus.
- Met with FSS at building D to facilitate repairs to leak in the fire suppression system. Leak was repaired, and placed back online.
- Replace U.S. flag on FLM flag pole.



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- Double checked that the power was off on exposed hot tub service connections at 368 and 360 CLD. Power was confirmed “off” and properly capped. Both units appear to be “bank owned” and have had the electrical boxes removed from the rear of each unit.
- Cleaned up firework debris on common elements in front of 252 CLD and 337 FLD.
- Met with Northwestern energy at proposed compactor site and reviewed electrical requirements.
- Met with homeowner to inspect interior water damage that occurred during the past winter.
- Assisted homeowner of 10-A with removing an old water heater from his rear patio.
- Inspected window with reported seal failure at 251 CLD, window was added to the list for warranty replacement.
- Cover extra Hardie plank material for the chalets to protect from the elements.
- Photographed examples of seal failure throughout campus per the window manufacture’s request.
- Checked programming on all irrigation controls.
- Inspected and documented interior water damage around first floor windows at 221 CLD.
- Unlocked 5-D for Montana Service Group throughout the week for interior water damage repairs.
- Started replacing edging around rock beds on FLD.
- Delivered passes to 7-B.
- Met with the HOA president and a Kari Gras (board member) for a “landscaping walk thru” throughout the campus.
- Repaired broken sprinkler head at rear of 353 FLD.
- Repaired break in irrigation line between 305 and 313 FLD.
- Periodically monitored garaged sales at the chalets throughout the weekend.
- Met with Lone Peak Electric at proposed compactor site and reviewed electrical requirements.
- Met with Dave Hoover and Beehive Builders at 200 and 208 CLD to look over roof issues and attempt to find possible roof deficiencies that could be contributing to winter roof leaks.
- Replaced broken GFI outlet at 7-B’s parking spot per the homeowner’s request.
- Picked up a sizeable amount of domestic trash left outside the dumpster at building D.
- Worked on trouble shooting a malfunctioning irrigation zone(s) on SLD.
- Replaced six ballasts in hallway light fixtures at building A.
- Started cleaning out dead bugs from light fixtures covers at the condo building.
- Continued to weed throughout campus where needed.
- Delivered package to 8-D per homeowner’s request.
- Completed final painting list for chalet painting and passed onto Beehive Builders.
- Unlocked 496 FLD for a tenant who locked herself out by mistake.
- Unlocked 6-A for Hussey’s Plumbing per the homeowner’s request.
- Met with NPK for a campus walk-thru and to obtain a bid for noxious weed spraying.

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- Picked up new street signs and placed in storage at building C.
- Continued to supplement with “above ground” yard sprinkles as needed on campus.
- Painted new fascia material for chalets and notified Cornerstone Management that the materials are available for their up and coming work at building on FLD.
- Unlocked 6-A for plumber per the homeowner’s request.
- Paint new fascia material for chalets and delivered to FLM campus for Cornerstone Management.
- Unlocked 216 throughout the week for Bare’s Stove and Spa per the Homeowner’s request.
- Replace two light fixture ballasts in building C.
- Worked on weeding large rock bed on west side of building C.
- NPK sprayed open areas for noxious weeds throughout campus.
- Completed square footage estimates on siding (both chalets and condo buildings) for reserve study.
- Inventoried electrical meters on each condo building per Doug Shanley.
- Continued to troubleshoot irrigation issues on south east side of CLD.
- Continued to remove weeds from small rock beds around the chalets.
- Repaired broken irrigation lines at front yard of 351 CLD and reset sod over dig site.
- Removed all signs from sign post throughout campus to allow for post refinishing.
- BHB re-stained all sign post throughout campus.
- All metal signage was reinstalled throughout campus.
- Installed new redwood street signs throughout campus.
- Repaired broken water main on irrigations system behind 325 CLD.
- Met with Matt of Solid Waste System onsite to look over purposed compactor site.
- Worked on bush/hedge trimming around the chalets.
- Continued to weed rock beds at NW corner of campus.
- Cleaned up broken glass across in overflow parking across from 344 CLD.
- Unlocked 6-A for the plumber per the homeowner’s request.
- Assisted Guy’s Glass with window warranty replacement at the following units: 251, 259, 303, 311, and 327 CLD.

The following units were issues written “notice of violation”:

- **(336 CLD) “Unauthorized items stored on the common elements”** Tenants from this unit were observed with a large skateboard ramp stored in their driveway.
- **(387 CLD) “Failure to comply with the FLM pet policy”** (6/10/13) Tenants and/or guests were observed with a dog on campus and “off-Leash”.
- **(20-C) “Unauthorized items stored on the common elements”** Tenant from this unit was observed with a mountain bike stored in the hallway outside her unit.

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- **(328 LD) “Unauthorized items stored on the common elements”** Tenants from this unit were observed with a TV stored outside on their rear patio.
- **(425 CLD) “Damage to common elements”** The tenants at this unit were observed with vehicle leaking oil on the concrete and asphalt in front of the garage.
- **(327 CLD) “Failure to comply with the FLM pet policy”** Received complaints that the homeowner’s dogs were observed unattended and off-leash on the FLM campus.
- **(328 CLD) “Failure to comply with the FLM pet policy”** Received complaints that the tenants at this unit have a dog that repeatedly is off leash and unattended on FLM campus.
- **(328 CLD) “Failure to comply with the FLM parking policy”** Tenants were observed with one of their vehicles parked in the adjacent driveway.
- **(328 CLD) “Unauthorized items stored on the common elements”** Tenants were observed with a large dog crate stored outside in front of the garage.
- **(456 FLD) “Failure to comply with the FLM key policy”** The HOA mater key does not work on the front door of this unit.
- **(425 CLD) “Unauthorized window coverings”** This unit was observed with blankets and printed sheets over the front bed room window.
- **(65 SLD) “Failure to comply with the FLM pet policy”** The tenants from this unit were observed with golden retriever off lease and unattended on the FLM campus.
- **(173 CLD) “Failure to comply with the FLM pet policy”** The tenants from this unit were observed with medium sized brown dog on FLM campus and off leash.
- **(7-C) “Failure to comply with the FLM trash policy”** Trash from this unit was found outside the trash enclosure at building C.
- **(65 SLD) “Failure to comply with the FLM pet policy”** The tenants from this unit were observed with golden retriever off lease and unattended on the FLM campus.
- **(173 CLD) “Failure to comply with the FLM pet policy”** The tenants from this unit were observed with medium sized brown dog on FLM campus and off leash.
- **(7-C) “Failure to comply with the FLM trash policy”** Trash from this unit was found outside the trash enclosure at building C.
- **(17-C) “Failure to comply with the FLM trash policy”** The tenant from this unit was observed with dog (white husky) on campus.
- **(304 FLD) “Failure to comply with the FLM trash policy”** The tenant from this unit was observed with a dog (reddish/brown healer) on campus.

Fines were issues to the following units:

- **(221 CLD) “Failure to comply with the FLM parking policy”.** Tenants and their guests were observed parking in the driveway at 229 CLD.
- **(330 FLD) “Failure to comply with the FLM trash policy”** Unit was observed with their trash can out past the scheduled service day.
- **(73 SLD) “Failure to comply with the FLM trash policy”** This unit was observed with their trash can out past the day of scheduled service.
- **(346 FLD) “Failure to comply with the FLM trash policy”** This unit was observed with their trash can out past the day of scheduled service.

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- **(328 FLD) “Failure to comply with the FLM pet policy”** This unit’s dog was observed off leash and unattended on the FLM campus.
- **(387 CLD) “Failure to comply with the FLM pet policy”** The tenants of this unit were observed with black and white collie on FLM campus and off leash.
- **(58 CLD) “Failure to comply with the FLM pet policy”** The homeowner’s dog was observed off leash and unattended on FLM campus.

The following vehicles were towed from FLM property:

- **(Green Honda Civic)** Vehicle was parked in the overflow parking across from 288 CLD without a valid parking pass.
- **(Red Kia sedan)** Vehicle (parked in the large overflow parking on SLD) was removed from FLM’s campus for not displaying a valid parking pass.
- **(Red Toyota Tacoma truck)** Vehicle was towed from the overflow parking across from 344 CLD for failing to display a valid FLM parking pass.

The following units received verbal warning regarding FLM rule violations:

- **(173 CLD) “Failure to comply with the FLM parking policy”** The tenants and their guests were observed; Using the adjacent driveway next door, failing to display a valid FLM parking pass, and parking on the common elements.
- **(7-B) “Failure to comply with the FLM key policy”** The HOA mater key does not work on the front door of this unit.
- **(390 FLD) “Failure to comply with the FLM key policy”** The HOA mater key does not work on the front door of this unit.
- **(387 CLD) “Failure to comply with the FLM parking policy”** The tenants from this unit were observed with their Subaru wagon parked in the middle of the front lawn. Tenants were quick to comply and removed the vehicle from the lawn promptly. (No damage was observed to the landscaping or irrigation system).
- **(252 CLD) “Failure to comply with the FLM pet policy”** The homeowner was observed with her dog off leash on the FLM campus.
- **(304 FLD) “Failure to comply with the FLM parking policy”** The tenant from this unit (who had just moved in) was observed without a valid parking pass. He was instructed to contact the homeowner to obtain a pass.