

# Minutes of the Regularly Scheduled Meeting of the Firelight Meadows Board of Directors

## Firelight Meadows

October 25, 2016

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### **Call to Order**

Karen Roberts called the meeting to order at 6:06 p.m.

Directors in attendance were Karen Roberts of unit 319 (via phone), Annette Stone of unit B12 (via WebEx), Curt Wilson of unit B2, Kari Gras of units 184, A1 and B1, Laura Gregory of unit D9, Steve Cherne of unit 308 (via WebEx), and Greg Hunt of unit 278 (via WebEx). Owners in attendance were Karla Yeager of B9, Rosalie Roeder of B19, and Robert Pailthorpe of unit 133. Also in attendance were CPA Doug Shanley, Scott Hammond, Tom Davis, Mike Palmer, Michelle Everett, and Katie Coleman of Hammond Property Management (HPM).

### **Minutes of the August 9, 2016 Meeting**

Roberts explained that, at the request of Gregory, a footnote explaining how previous boards had split common expenses was added. No other corrections were discussed, and the minutes were approved.

### **Minutes of the September 9, 2016 Meeting**

No corrections were discussed, and the minutes were approved.

### **Schedule Next BOD Meeting**

The next BOD Meeting will take place on November 17<sup>th</sup> at 6:00 PM. Another BOD Meeting was scheduled for December 13<sup>th</sup> at 6:00 PM.

### **Q3 Financial Statement Review**

Shanley presented the Quarter 3 Financial Statement Review. He stated that the Association's total assets were \$919,289. There were \$13,473 in accounts receivable. He noted that one owner that was significantly behind on his assessments did get caught up. Shanley then discussed the budget to actuals. He noted that the Chalets were over budget on expenses by \$30,129, which was mostly due to maintenance, repairs and insurance. The Condos were over budget by \$4,539 due to insurance, utilities, trash removal, and bad debt. Yeager asked how the compactor maintenance expenses were split, and Wilson explained that each owner pays an equal portion. Wilson presented a cash projection. He stated that he expects to have approximately \$120,000 available at the end of the year. Roberts will look over this projection. Roberts then said that the Association has approximately \$5,000 left in the budget for maintenance and repairs.

### **Property Management Report**

Hammond and Palmer presented the Property Management Report. Hammond explained that with Tom Davis's departure, Palmer will be the primary field representative. He stated that he is in the process of hiring a replacement, and will keep the board posted. Palmer discussed some projects that were done at Firelight including completing the fire suppression system inspections in the condo buildings, installation of some trees around campus, installation of foundation vent covers, turning on crawlspace heaters, arranging for Solid Waste Systems to conduct preventative maintenance on the compactor, having the irrigation system winterized, and replacing some light covers at the condo buildings. Palmer then discussed a fire suppression leak in unit D4. A nail went through the fire suppression line at new construction. The leak occurred when the nail was removed due to a remodel. Yeager stated that her partner, Mike Smart of Lone Peak Electric, was trying to get a bid together to address the condo lighting. She explained that Smart was very busy, and may need to contact an electrician that is licensed for commercial projects. Stone stated that she spoke to someone at Northwestern Energy and there may be options for rebates if LED lights are installed. Roberts asked if HPM obtained bids

from other electricians to replace the lights. Hammond stated that he was able to get one contractor to do a site visit, but had not received a bid yet.

### **Landscaping Report**

Gregory presented the landscaping report. She noted that the trees had been installed and looked good. She asked Palmer when the shrubs would be planted, and Palmer explained that the contractor was not able to get them this fall. They will be planted in the spring. Roberts then discussed the plastic edging that is prevalent around campus. Gregory and Gras will work with Hammond on getting more pricing and determining which areas need to be addressed first. They will present this at the December meeting.

### **Newsletter/Website Report**

Hunt presented the Newsletter/Website Report. Roberts would like to see the financials and board resolutions updated on the website. Everett will work on this. Hunt stated that a newsletter will come out after the meeting.

### **Legal Report**

Roberts stated that the owner that was significantly behind on assessments but recently paid has had his voting and parking privileges reinstated. The HOA will continue with the foreclosure procedures on unit 167 if the owner does not pay in full by November 10<sup>th</sup>.

### **Communications from Owners**

#### D20 – O'Reilly

Mrs. O'Reilly contacted the board again about the plumbing bill that the board determined was her responsibility. Roberts sent her a detailed response explaining that the leak was from her shower drain, which was not considered a common element, therefore was her responsibility. Mrs. O'Reilly responded and thanked the board for the work that they do.

#### A19 – Dumpster

The owner of unit A19 asked for permission to have a dumpster brought up for removal of construction debris during a remodel. It was agreed that the dumpster should be allowed, and the owner should work with Palmer to determine the best placement.

#### 398 – Propane Tank

The owner of unit 398 requested permission to install a propane tank so that he can convert his wood fireplace into a gas fireplace. The tank would have to be stored on a common element. Hammond stated that it would be opening a can of worms. Gras agreed that if the board agrees to the installation of one tank, they would have to be prepared for every chalet to have one.

A vote was held to allow propane hookups. None were in favor. All were opposed. Propane tanks will not be allowed to be installed.

#### 314 – Complaints about Neighbors

Roberts explained that the board has received communications from the owner of unit 314. She has complained about many of her neighbors' behaviors including parking, storage, noise, and vehicle repairs. Roberts explained that the board and HPM should take each communication seriously, and follow up appropriately.

Roeder stated that she was very happy with the replacement of some of the light covers. She also stated that she contacted HPM about an unsightly deck, which had been cleaned up.

Yeager asked if the board would consider adding trees around the RV parking area. Gras explained that the board was considering installing a fence. Trees had been planted there before but they all died.

## **Old Business**

### Ratify Invoice Approval Resolution

The board discussed the Invoice Approval Resolution. This resolution explains the invoice approval and payment process. Roberts asked if the board had input on the content of the resolution. The board discussed several items in the resolution and some changes were suggested. Roberts will revise and resubmit to the board at the next board meeting.

### Update on Request to be Annexed into BSWSD

In August Roberts sent a letter to the Big Sky Water and Sewer District to determine if they would consider annexing the Association on to the BSWSD's system. The BSWSD discussed the request at their last board meeting, and stated that they are not interested in annexing Firelight at this time.

### Parking Issues Continued

Gras received a phone call from Steve Johnson, a member of the Ousel Falls Estates Association. He spoke to her about the increased street parking on Osprey Road and Spruce Cone Road. The Ousel Falls Estates has installed no parking signs on Osprey, which has only moved the vehicles to Spruce Cone. This will not be acceptable when snow removal starts. The board agreed that it would be a good idea to communicate to the owners that vehicles parked on Osprey and Spruce Cone will be towed. Roberts stated that she had received an email from Steve as well, and he said that one solution would be to add parking spaces at FLM. Since the owners at the Annual Meeting were not in favor of adding parking, this is not an option. Roberts added that the communication sent to owners about parking on Osprey and Spruce Cone should clearly state that it is Ousel Falls Estates and not FLM that is towing these vehicles.

### Smoke-free Campus

The board discussed designating the FLM campus as "smoke-free". The board agreed to table this indefinitely, but would include it in the next newsletter.

### Issues Raised at Annual Meeting

Roberts stated that she wanted to address some of the issues that were brought up at the Annual Meeting. These included concerns with the condo lighting and installing a fence around the RV parking area. Roberts asked Wilson to look at the income received from the parking area versus the cost of maintaining it to see if some of the funds could be used to build a fence. Another issue raised at the Annual Meeting was installation of individual water meters. Roberts stated that installing meters would be extremely expensive, and currently cost prohibitive.

### Security Camera for Compactor Area

Roberts asked the board for their input on installing a security camera at the compactor. Gras and Wilson expressed their support as it would hopefully deter people from dumping inappropriate items. The board agreed to consider camera options.

### Exterior Painting Update

Palmer stated that Moonlight Painting has completed the project except for a small punch list. Roberts stated that two or three board members should do a walkthrough to look for areas that need attention. Gregory, Gras, and Wilson agreed to do the walkthrough. Roberts also would like an email sent out to all owners asking them to look at the exterior of their units for items that need to be added to the punch list. Moonlight Painting will leave the leftover paint as well.

## **New Business**

### Irrigation System

Roberts asked Palmer about the irrigation system. Palmer stated that it is a very complicated system that has taken him years to understand. The irrigation system is run by wells. The wells are on one side of campus, and irrigating the opposite side is difficult due to the lack of pressure. Hammond elaborated that the system was put

in by the developer, and many corners were cut. Palmer believes that adding meter pits would help, and will contact West Fork Utilities about doing so.

Schedule Town Hall Meeting Re. Change in Allocation of General Common Elements

Roberts would like to schedule a meeting to discuss the change in allocation of general common elements. This meeting would be for owners to discuss this one major change to the governing documents. Roberts clarified that they are leaning toward basing the allocations on square footage. The board did not feel prepared to schedule a town hall meeting yet, so Roberts will present something at the November meeting.

**Adjournment**

The meeting adjourned at 8:50 PM.



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Annette Stone, Secretary

12.06.2016

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Date