

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

Firelight Meadows

March 20, 2017

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## Call to Order

Karen Roberts called the meeting to order at 5:59 p.m.

Directors in attendance were Karen Roberts, Greg Hunt, and Annette Stone (all via WebEx), Kari Gras, Steve Cherne, and Jeff Alger. Sean Gale of Gale Force Property Management, Scott Hammond, Mike Palmer, Dustin Long, Seanna Farrow, and Katie Coleman of Hammond Property Management (HPM) were also in attendance.

Karen Maclin owner of D19 also attended the meeting in person. There were no owners in attendance via WebEx.

## Parking Rule Enforcement Update

Sean Gale presented the parking rule enforcement update. He stated that he will address rule enforcement in stages. First, he has hung notices on all unit doors to make certain that residents know the rules. He has also been placing violation/warning notices on vehicles over the last two weeks targeting vehicles parked in the street and three across parked in driveways. He has gone back to speak to residents face to face when they continue to violate these rules after a notice has been placed on the vehicle. At the time of the report, no vehicles had been towed. Canyon Auto will work with Sean and will charge an impound fee. \$225 in evening, \$200 during the day and \$75 for a canceled tow to the owner of the vehicle.

Cherne stated that he walked the campus earlier that day and there were 19 vehicles with no passes. Gale stated that he is not addressing this issue at this time but he will be in the future.

## Minutes of the February 21, 2017 Meeting

No corrections were made to the February 21, 2017 minutes. The minutes were approved.

## Schedule Next BOD Meeting

The next BOD Meeting will take place on April 11th at 6:00 PM. It was also determined that the May BOD Meeting will take place on May 23<sup>rd</sup> at 6:00PM. There will be a special meeting on May 24<sup>th</sup> at the Water and Sewer Department conference room. Lastly, the group decided that the budget and annual meeting dates will be determined at the April 11<sup>th</sup> BOD Meeting.

## Property Management Report

Palmer presented the property management report. He began by reporting that the snow has been melting quickly allowing the crew to pick up trash as the snow recedes. HPM has cleaned up the RV lot with owners and the renewal applications for those spaces has been completed and sent to the accountant for inclusion in the second quarter assessments. Gravel has been removed at the entrances to the complex and heat tape has been turned off across campus. The condo light fixture replacement project is under way with the receipt of a large shipment of lights on Friday. If the board approves the estimate from Big Horn Electric, the work of installing the new light fixtures will begin this week.

Gras joined Palmer and Mountainscapes on campus to develop a plan to plant trees around the RV parking area. If the trees are going to be planted this spring, they need to be ordered soon. Palmer and Gras obtained prices for trees and would also like to install enough drip irrigation to get the trees established. It was determined that the funds for the RV tree project should come from the general operating fund rather than the landscaping

budget at this time as the funds allocated for the landscaping budget will be needed for other landscaping projects.

Gras also reminded the group that there are approximately \$500 worth of shrubs that need to be replaced from last year that couldn't get done in the fall because the irrigation was turned off. These shrubs will come out of the landscaping budget as they were previously approved to do so.

Gras made a motion to put in an order for trees and drip irrigation totaling approximately \$5,000 for a special project for the RV parking area. Alger seconded the motion. None were opposed and the motion carried.

There was some discussion about the bid from Big Horn Electric on the condo lighting project. The bid was adjusted to include all lights. Cherne made a motion to proceed with the adjusted Big Horn Electric bid. Gras seconded the motion. The motion carried.

Long reported that HPM will be replacing the batteries and bulbs in the emergency lighting of the condo buildings where applicable. HPM regularly tests these and identified the need during the last test. Batteries and bulbs have been ordered and HPM will replace when the materials are received.

Roberts reminded HPM that this summer will be the last mold mitigation work resulting from the 2013 mold inspection report. Palmer said that he would schedule the work.

Roberts stated that she has received a number of complaints that HPM has not been doing a good job over the last few months. She addressed the manager report and said that she wants a report that is specific enough to give the board and others an idea of what has been done over the past month and how HPM is spending its time. Since items like snow removal aren't the field representative's responsibility, she feels that this item should not be included in the manager's report. As the purpose of the report is to delineate the major items on which management has spent their time, the report needs to be detailed enough to provide this type of information. When a number of miscellaneous items have taken up a considerable amount of time, these items could be listed in bullet point form under a heading of "Miscellaneous." Roberts also reported that HPM is to issue a credit to the HOA to compensate for management's lack of service over the past few months. This credit will be deducted from the monthly management invoices over the remaining calendar year.

### **Snow Removal Report**

Due to Gregory's absence, there was no snow report.

### **Newsletter/Website Report**

Hunt reported that he would like to set up a website for FLM and manage it through the board. He feels that this is the way to move forward because the website has been an issue that the board has been struggling with over the years and having its own website would give the board ownership over both the website and its contents. He feels that the board could produce a website that would prove to be a more effective tool than the current one.

Roberts requested that Hunt bring a proposal including costs to the next meeting.

### **Legal Report**

Roberts stated that there is nothing to report.

### **Communications from Owners**

Coleman presented the communications from owners. There was one comment about the compactor and that owner was directed to Sean Gale. The remainder of the communications were positive responses to Gale Force taking over parking enforcement.

Roberts requested an update from Palmer regarding Gale Force gaining access to the online application for the compactor surveillance cameras. Palmer said that he expected to meet with Evolution Audio Video this coming week to sort out the issue and give Gale Force the required access. Roberts also reported that she received an email from an owner about neighboring units exhibiting harassing behavior, disorganized patio/garage areas, and noise complaint. A discussion was held regarding how to handle disrespectful neighbors. Hammond reported that he has been working with the reporting owners and the property managers of the offending residents.

## **Old Business**

### *Status of Declaration and Bylaws Rewrite*

Roberts reported that Alanah Griffith has finished her review of the governing documents. Roberts and Kristen Brown reviewed Griffith's comments to determine which suggested changes were appropriate to include in the revised documents and those which they felt were not appropriate to include. Roberts is in the process of cross referencing the old documents with the new documents to make sure that all sections are either included in the new documents or the reason for their removal has been noted. A new section on limiting the number of adults per unit has been added to the Declaration. After researching the Fair Housing Act, Alanah found nothing that would prohibit including this type of limitation in the revised Declaration.

## **New Business**

### *Meeting Dates*

These dates were established earlier in the meeting.

### *Minutes Process Resolution*

Roberts presented the resolution and explained that the purpose was to provide a clear process to the board and to management for the preparation of meeting minutes. She asked if there were any changes or corrections needed to the document and none were suggested.

Hunt made a motion to adopt the resolution as written. Gras seconded the motion. The motion carried.

### *Compliance with Provisions of the Declaration and Bylaws*

Roberts addressed the group and expressed the importance of board members complying with the Declaration and Bylaws of the condominium. She stressed that the board of directors needs to set an example for other members of the association, and that if board members did not comply with the governing documents, other owners could not be expected to comply either.

Alger responded with agreement and brought up the issue of growth and change on campus. He used parking vehicles in the RV area as an example and stated that if an owner wanted to pay to park a vehicle in the spot he feels the board should gladly take their money. Roberts stated that the current Bylaws do not allow the board to make these changes but the revised Bylaws will.

Cherne mentioned a children's playhouse on a chalet patio as being a violation of the current Declaration and asked the board if they wanted to address this issue. Roberts stated that she would review the current governing documents to determine what appropriate action should be taken if any.

### *Notice of Board Meetings*

Roberts stated that there is currently nothing in the Bylaws on providing notice to owners regarding regularly scheduled board meetings. The new revised Bylaws state that a minimum of 10 days' notice to the membership will be required.

### *Range Hood Ventilation for Unit 19D*

Karen Macklin requested installing an exhaust fan in her unit with the vent location on the side of her building as opposed to extending through the roof. Macklin presented photos of what the vent will look like and the proposed location of the vent. There was some discussion on the location of the vent on the exterior of building and the construction of the vent. Macklin stated that she understands any maintenance that may be needed (i.e. Cleaning of grease that may come out of the vent) would be her responsibility as it is a limited common element.

A vote was held and all were in favor. The exhaust fan for 19D was approved. Hunt requested an update of the finished product once it had been installed.

#### Parking Options

Roberts presented the board with details on Parking Boss, an online software product with a smart phone application that was briefly considered by the board last year. This option would require all vehicles on campus to be registered.

Alger stated that the Parking Boss system sounds great but the biggest issue he sees is that there are no spaces for people to park, so a fancy system is not going to work. He spoke extensively on the growth of Big Sky and that parking is an issue across the board. Roberts replied that there are currently 549 parking spaces at Firelight including one space inside the garages for each chalet and as such, she did not feel that constructing additional parking was necessary. Alger stated that he would be more than willing to pay for paving over the grass outside of his unit. Hunt, Roberts and Cherne said this cannot be done. The land in front of each chalet unit is a General Common Element and no one has the right to take over the use of that land.

In response to Alger wanting to move forward with adding additional parking spaces, Cherne stated that per our Declaration, Alger could call a special meeting. To do so, he would need to get 25% of all unit owners to sign a petition requesting the board to call a special meeting. Roberts clarified that if a special meeting was held and there was enough support to bring the construction of additional parking to a vote, a majority of all 216 owners would need to support the idea and be willing to pay for the project before additional parking could be constructed.

Roberts brought the discussion back to parking management.

Cherne stated that he is not in favor of Parking Boss as he sees a number of areas with issues.

Gras suggested that the board allow Gale to enforce all of the rules and assess how that is going before implementing a new system.

Hammond stated that no matter what method the board chooses to monitor parking, towing will be necessary.

There was no other business to be discussed.

#### **Adjournment**

The meeting adjourned at 8:35 PM.



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Annette Stone, Secretary

May 22nd, 2017

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Date