



THE ASSOCIATION OF UNIT OWNERS OF FIRELIGHT MEADOWS
CONDOMINIUMS, INC.

BOARD OF DIRECTORS MEETING

Date: Tuesday April 7, 2020	Time: 6:00 p.m. Mountain Time	Location: Hammond Property Management 50 Meadow Village Drive Big Sky, MT 59716
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Agenda		Presenter	Action
Call to Order		Matt Walker	-
6:00	<ul style="list-style-type: none">Member Forum (new items for next agenda)		-
	<ul style="list-style-type: none">Minutes of March Board Meeting	All	Approve
	<ul style="list-style-type: none">Schedule next Board Meeting	All	-
Reports			
6:15	<ul style="list-style-type: none">Property Management Report<ul style="list-style-type: none">Compactor roof estimate updateRoof leak list & poss. Ins claims	HPM – Josh	Discuss
	<ul style="list-style-type: none">Rule & Parking Enforcement Report	HPM – Derek	Discuss
	<ul style="list-style-type: none">Communication from Owners	HPM – Seanna/Katie	Discuss
New Business			
6:40	<ul style="list-style-type: none">Bus stop cleaning	HPM – Scott	Discuss
	<ul style="list-style-type: none">Bust stop route	Karla	Discuss
	<ul style="list-style-type: none">Building painting/peeling repair work	Karla	Discuss
Old Business			
7:05	<ul style="list-style-type: none">Window replacement estimate update	Karla	
	<ul style="list-style-type: none">Insurance bids update	Karla/Carol	Discuss
	<ul style="list-style-type: none">Parking/Paving update	Karla	Discuss
	<ul style="list-style-type: none">Landscaping RFP update	HPM -	Discuss
7:30 Adjourn			-

Call-in Information

Firelight Board Meeting 4/7/20

Tue, Apr 7, 2020 6:00 PM - 8:00 PM (MDT)

Please join my meeting from your computer, tablet or smartphone.

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Firelight Meadows Board Meeting

March 10, 2020, 6:00 PM at HPM

Meeting Minutes

Call to order

Matt Walker called the meeting to order at 6:03 pm.

Attendance

Board members in attendance included Matt Walker, Laura Gregory, Curt Wilson, Karla Yeager, Carol Powell, and Steve Cherne (phone). Others present included the association's CPA Doug Shanley (phone), and Scott Hammond, Josh Hickey, Katie Coleman, Derek Weinrich and Seanna Farrow of Hammond Property Management.

Member Forum & Next Meeting

- List of roof leaks and potential insurance claims related to leaks
- Roof shoveling cost update
- Condo hallway heating options

The next board meeting was scheduled for Tuesday, April 7 at 6:00 pm.

January Meeting Minutes

There were two changes noted to the meeting minutes that Seanna will add. Curt motioned to approve the meeting minutes as amended; Carol seconded. The minutes were approved as modified.

Financials

Curt and Doug reviewed the Profit & Loss Budget vs. Actual statements for January through December 2019. Overall, the association was under budget \$33,326.67. Highlights included:

- Landscaping upgrades were approved for 2020
- Condo carpet cleaning expenses were accrued and added to reserve account
- Roof Snow Removal expenses were over budget, and the amount budgeted for 2020 was increased
- Chimney cleaning and condo utilities came in under budget

REPORTS

Property Management Report

Josh's managers' report was included in the packet. Josh has been looking into unit A-20's water situation regarding their cold-water source being undetermined and not metered. He can schedule Manhattan Plumbing and Heating to investigate the issue further, but there is a chance that walls will need to be opened (at the HOA's expense) to determine where their cold-water is coming from. If this is the case, owners affected by this invasive work will be notified. Karla recommended contacting Kurt Lawrence and Mike Bishop for drywall work.

HPM has been fielding phone calls for roof leaks and interior damages. The board would like to see a list of any interior damages reported to HPM, and potential claims from roof leak damage. This will be discussed further at the next board meeting.

The compactor experienced a hydraulic pump failure and was repaired as quickly as possible. A new light was installed above the compactor on a temporary wood platform that will be upgraded after the snow melts. Matt conveyed the importance of keeping the compactor area as clean as possible at all times.

Josh received a quote for potentially building a roof over the compactor area. To build a structure that matches the existing enclosure, the cost was between \$14,000-\$16,000. The board does not approve of this estimate; however, Curt motioned to allow HPM to spend up to \$1,000 on finding a design to present to the board. Laura seconded his motion, and all were in favor.

The board noted that outside the condo buildings, the tall ashtrays were filled for several days with beer cans. Karla and her husband called Big Sky Cleaning and asked someone to take care of this, which they did, but it was noted that Big Sky Cleaning needs to be more diligent about these high traffic areas.

Campus Cable/Satellite Situation

Katie has been communicating with Brant of SatPro about the HOA's current cable/satellite situation in the condo buildings and chalets. Currently, the rules and regulations specify that each chalet cannot have more than one dish on each building and owners must tie into a shared satellite dish. However, this rule is quickly becoming outdated as technology advances and more options become available. Owners are opting for cable services that are either not supported by the existing satellite dish or for a service that cannot tie into a shared dish, so many chalet buildings have multiple dishes.

The condo building crawlspaces are inundated with unlabeled cable wires, and work from technicians often result in service being lost to other units.

The board agreed to review a quote from Brant outlining the work and cost associated with cleaning up a duplex, a fourplex and a condo building and will consider the quote in terms of addressing the whole campus. Afterward, the board will discuss the potential project of rewiring and servicing the associations cable/satellite needs.

Rule Enforcement

A rule and parking enforcement report was included in the meeting packet and discussed briefly.

Owner Communication

One owner reached out to HPM regarding dog waste. Seanna will be emailing the association in the spring with a friendly reminder to clean up dog waste.

NEW BUSINESS

Landscaping Request for Proposal

HPM drafted a request for proposal for 2020 landscaping services. The RFP will be sent out to bid to several Big Sky contractors. The board discussed separating the irrigation portion of the contract from the general landscaping duties due to the age and sensitivity of the system. HPM will revise before sharing with contractors.

Window Replacement Project – Bulk replacement cost

Karla researched contractors that were willing to provide her with an estimate for replacing windows on campus at a bulk discounted rate.

Compactor Discussion

Karla reached out to Solid Waste Solutions regarding the bi-annual maintenance of the compactor and the situation where the compactor was out of commission following the most recent inspection of it in January. Karla also reached out to Republic Services about the price the Firelight HOA is currently being charged for pickup services. Evidently a contract with them was not renewed and prices increased. With a new contract, prices will be lowered.

OLD BUSINESS

Parking/Paving Update

Karla has worked with High Country on determining where to pave new parking spaces (approximately 40 total). There are a few areas for other potential spots to be added. The board approved moving forward with the yellow spots highlighted on the map that was provided at the meeting by Karla; the blue and green spaces will be discussed later. Curt noted that there may be additional projects for the group to consider. It was also noted the current bid does not include damages to the irrigation system that will likely happen during construction.

Contracts have been signed with Apex to move forward with the condo entryway paving project and the funds are currently available for this work.

Insurance

Karla continues to work with Blane at HUB International on alternative insurance options for the campus. Carol has also investigated an option with an insurance representative out of state that is familiar with large condo associations and is waiting for more information to provide the board with.

Exterior Lighting

Carol presented an estimate to the board for potentially replacing all exterior light fixtures. This project will need the approval of the membership and has been tabled for further discussion and presentation at the annual meeting.

Adjourn

Laura motioned to adjourn the meeting at 8:37 pm.



- Chalets
 - Monitored ice damming on roofs
 - Continued roof shoveling as needed
 - Shoveled out fire hydrants
 - Continued trash cleanup as snow melts

- Condos
 - Monitored Ice damming on roofs
 - Cleaned up walkways and around parking blocks as weather allowed
 - Shoveled out propane tanks and fire hydrants
 - In the process of troubleshooting plumbing in A20
 - Continued trash cleanup as snow melts

- Compactor
 - Continued to monitor owners for disposing of garbage improperly
 - Cleared snow in and around compactor
 - Replaced hydraulic line in compactor
 - Had roll offs delivered for spring cleaning
 - Continued trash cleanup as snow melts

- Other
 - Reached out to Morrison-Maierle regarding asphalt sealing rotation. Major sealing will be done Summer of 2021. They will send someone up this Summer to look at current cracks to be fixed this summer.
 - APEX expects to start entrance project in June
 - Working with TD&H to get a plan put together for the trash compactor roof

Roof Leak List 2019-2020 (As of March 2020)

Unit Address	HOA	Date Reported	Leak location	Damages
216	Firelight Meadows	1/27/2020	Kitchen ceiling	Paint needed
D8	Firelight Meadows	1/28/2020	Master bedroom exterior wall	Minor trim repair
406	Firelight Meadows	2/14/2020	Entryway	Paint needed
C20	Firelight Meadows	2/17/2020	Kitchen	Paint needed
B15	Firelight Meadows	2/19/2020	Master bedroom	Paint needed
216	Firelight Meadows	3/2/2020	Wall between the front door and kitchen	Paint needed
304	Firelight Meadows		Kitchen vent	Potentially electrical damages, damages to cabinets, ceiling, walls
302	Firelight Meadows	3/11/2020	Kitchen above refrigerator	Paint needed
229	Firelight Meadows	3/10/2020	Back wall to left of sliding doors	Paint needed
D20	Firelight Meadows	2/12/2020	Window leak	No damages noted at this time.
288	Firelight Meadows	3/14/2020	Dryer vent leak	No damage
336	Firelight Meadows	3/22/2020	Near back door	Paint needed

Parking Violations

Make	License Plate	Date	Time	Location	Towing Deadline	Comments	Repeat Offender	BOOTED	TOWED	TOWED BY	Towed Date
Toyota	SC gnr-561	03/19/20	6:00:00 AM	Neighboring driveway		NO PERMIT/ NO PARKING AREA					
Toyota	617405c	03/18/20	6:30:00 AM	Neighboring driveway 225		3-cars-wide	TRUE	TRUE	TRUE		
Chevy	esf367	03/08/20	4:30:00 AM	Overflow Parking between C & D		Trailer					
Honda	6225246	03/07/20	4:45:00 AM	Firelight		Fire-lane					
Honda	California srbc562	03/05/20	4:00:00 AM	Firelight		Fire-lane					
Honda	617868c	03/04/20	6:00:00 AM	Neighboring driveway	03/04/20	Invalid Pass/blocking neighbor					
Ford	cjb493	03/04/20	6:00:00 AM	Neighboring driveway 173		Blocking Neighbor					
Ford	aajy0663	03/01/20	5:00:00 PM	Neighboring driveway		Fire-lane					

Rule Violations

Unit	Owner	Date	Property Manager	Category	Action Taken	Warning Issued	Fine Issued	Notes
120 Firelight Drive C07	Christianson/Stewart, Andrew & Rachel	03/30/20 12:04 PM	NA	Noise Violation	First Warning	Yes	No	Noise complaint from neighboring unit; sheriff was called previously.
441 Firelight Drive	Wermers, Clara Urban	03/25/20 8:00 AM	NA	Garbage		Yes	No	trash can left outside after pickup day

Firelight – Owner Communication

March 10, 2020 Board Meeting

From: C7

Sent: Monday, March 16

Subject: Dog complaint

Hi Seanna, we've sent a complaint before about the unit above C-7 with a dog and it has not been resolved. I'm all but certain the tenants are not owners and thus not eligible to have a pet. I believe they are tenants but relatives of the owners. This does not absolve them of the rules of not having a pet. I'm pretty chill but the repeated behaviors is too much to deal with. Our association rules need to be enforced.

Appreciate your help in this matter.

Thanks!

From: Seanna

Date: Mar 24, 2020

Hi AJ,

The person with the dog in C-17 is the daughter of the owners. I think I would like the board's input on this one before I do anything else.

Can you tell me what problems you've been experiencing recently? Last time it was regarding barking, and they purchased a bark collar for the dog which I've been told has helped.

Thanks,

Seanna Farrow

Hammond Property Management

Hi Seanna,

Ya - this is a tough one for sure. The barking has subsided but I'm still dealing with the negative factors that come with a dog that isn't yours. It's not a single thing but multiple. Biggest thing is playing fetch with the dog in the unit and hearing the racket that ensues. I know this comes across during a time when we are locked down more or less but this activity was a problem and occurred far before COVID was a thing.

I'm not sure what really can be done but wanted to at least have something formal on the books for this. Appreciate your time and attention.

From: 278 Candlelight

Sent: 4/3/2020

Subject: RE: FL Board Meeting Packet for 4/7/2020

Hi, Seanna,

Hope you guys are all doing well and staying safe. I was wondering if you could put an item on the agenda. It would be a nice show of solidarity for the board to help out those in difficulty with HOA fees. I'm not sure how it would look but I'm hoping it's something that will be discussed. I'm going to try to join the meeting. On the 7th

Stay inside. Stay safe. All the best from Hong Kong. *Greg Hunt*

Landscape Maintenance Bid Sheet

Bid Price for Scope of Work "A - J" (Mowing, Trimming, etc.)	\$ 51,200. ⁰⁰
Bid Price for Scope of Work "K & L" (Weed control and Fertilization)	\$ 5,000. ⁰⁰
Bid Price for Scope of Work "M" (Spring Irrigation System Startup)	\$ 3,000. ⁰⁰
Bid Price for Scope of Work "N" (Fall Irrigation Shutdown/Winterization)	\$ 2,000. ⁰⁰
Total	\$ 61,200. ⁰⁰
**Hourly Rate for Scope of Work "O" (Irrigation System Maintenance)	\$ 80. ⁰⁰ /hr
**Hourly Rate for miscellaneous landscape work outside of contract	\$ 80. ⁰⁰ /hr