

Date: Tuesday August 11, 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	• Member Forum (new items for next agenda)		-
	• Minutes of July Board Meeting	All	Approve
6:05	• Schedule next Board Meeting	All	-
	<ul style="list-style-type: none"> ○ Annual scheduled for Sept 22, 2020 6:00 pm ○ Location: remote ○ Ballot & Voting Topics <ul style="list-style-type: none"> ▪ 2021 Budget ▪ 2019 Minutes ▪ Board Terms 		Discuss
	○ September board meeting date	All	Discuss
Old Business			
6:10	• Water & Sewer	BSWD – Scott Buecker and Ron Edwards	Discuss
6:30	• Governing Doc Rewrite Review	All	Discuss
	• Edging work	Karla	Discuss
Reports			
7:00	• Financial Report – AR Report	Curt	Discuss
7:10	• Property Management Report	HPM – Josh	Discuss
	• Rule & Parking Enforcement Reports	HPM – Derek	Discuss
	• Communication from Owners	HPM – Seanna/Katie	Discuss
7:30 Adjourn		Matt Walker	-

Call-In Information

Firelight Board Meeting

Tue, Aug 11, 2020 6:00 PM - 8:00 PM (MDT)

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Firelight Board Meeting

July 7, 2020

Board Meeting minutes

Attendance

Board members in attendance included Matt Walker, Steve Cherne, Laura Gregory, Carol Powell, Karla Yeager, and Julie Brown. Owners in attendance included Steve Miller and Mary Grace Wilkus. Also, in attendance included the HOA's attorney Alanah Griffith; Andy Dreisbach and Dave Dexter from Cornerstone Management; and Mike Palmer, Josh Hickey, Katie Coleman, Seanna Farrow and Derek Weinrich from Hammond Property Management.

Call to order

Matt called the meeting to order at 6:03 pm. He noted that AJ Christiansen will be relinquishing his board position, and Julie Brown will be completing the remainder of his board term.

June Meeting Minutes

Laura noted a mistake in the attendance section of last months meeting minutes. Matt motioned to approve the minutes with the modifications. Curt and Carol seconded the motion, and all were in favor.

Next meeting

The next board meeting was tentatively scheduled for August 11th. The board plans to meet on Thursday, July 16th for a budget meeting.

Cornerstone Management Services Cold-Roof Presentation

Andy Dreisbach and Dave Dexter with Cornerstone Management Services attended the meeting to share their knowledge and experience of cold roofs with the group. It was a very informative discussion regarding their experience with this work and plans for Firelight should they be hired to do the cold-roof project. They will be available for further discussion with the board.

Parking Space Proposal

An updated version of the proposed parking spaces was reviewed by the group via the meeting packet. The updated version eliminated all parallel parking spaces and eliminated paving spaces between the chalets and condos. Another minor change was made to save a large tree.

It was noted by Alanah that for common area improvements, a vote would be necessary whereby 51% of those affected by the improvement must approve – for example, an improvement only affecting the condo owners would require 51% of the condo owners to vote in favor, and likewise for a chalet improvement. Each unit counts as one vote.

If the parking improvement project is being paid for by regular assessments, which in this case the board plans to do, the board is permitted to move forward without a vote from the membership. The association's covenants do not specifically address what the board is required to do with excess reserves that were not allocated or spent. In Alanah's experience, other associations use these funds to put toward improvements.

Curt Wilson motioned to move forward with the project as presented and engage with the engineer to schedule the work for this summer. Karla seconded the motion. Cherne and Carol opposed. Curt, Laura, Karla and Matt were in favor. The motion passed and project will move forward as presented this evening.

Governing Documents Rewrite Review

Alanah believes the governing document rewrite is ready for full board review. She will present the version with Steve's comments, and her response to each comment, to the board at which point the entire group can comment on the document for further edits.

Window Replacement Project

There was a very large response from the ownership regarding window replacement needs, many of which are regarding the window casements as opposed to the window seals. – 47 windows, and 11 patio sliding doors. Karla will be reaching out to these owners and providing them with the pricing information. Through Guy's Glass, replacement of just the glass is minimally invasive with cost and work.

Entryway Signage

Karla is currently waiting for confirmation of the county's regulations regarding signage on campus. All signs on Ousel Falls must be a wood post, as opposed to metal. Karla believe she can have a design by the next meeting from Sign and Designs to share with the group.

Status of Irrigation System Repairs

Matt asked Hammond Property Management for a running document of fixes and costs associated with the irrigation system. The current irrigation system is working – Ideally, the irrigation system replacement work would go hand-in-hand with the edging work as that project is phased out, which HPM can help to facilitate. The group is also waiting to hear whether the campus will tie into the effluent water system.

Karla noted that there are condo areas that need immediate attention about edging. She presented the group with a proposal from Elevated in the amount of \$1900 that covers edging work at the condo buildings. She believes this is a reasonable amount to spend currently as a "test run". In HPM's experience, it would make the most sense to wait on starting this project.

Karla motioned to move forward with the edging proposal presented by Elevated for the A, B, C and D buildings, and if the work was acceptable then moving forward with chalet areas that need attention. Matt seconded the motion. All were in favor, none were opposed. HPM will perform a walkthrough with Elevated and Karla to located appropriate chalet areas.

Financial Report

Quarterly assessments were just sent. No owners are far behind in assessments.

Managers' Report

Details of Josh's manager's report were included in the packet. Matt asked for board comment.

The damaged soffit noted in Josh's report was regarding areas that were fixed, and areas that still need to be fixed with hardy plank. Three dead trees were removed from campus; Matt would like to see these replaced with someone similar in size if possible. Karla asked HPM to share the proposal for electrical work with the board.

The landscape crew has been doing tree trimming and removal of dead growth around campus. Around late summer or fall, a big prune will be done on the potentillas as usual. Steve asked Josh to address a specific area of campus that needed pruning.

Condo Lettering

The board approved of the smaller lettering on the condo entry way doors and asked Josh to move forward with applying them to all the condo entry doors; however, the larger ones on the side of the building are unnecessary.

Apex Paving

Paving of the entry ways is scheduled to start next week, and HPM will communicate project details to the ownership.

New trail along Spruce Cone by BSCO

The Big Sky Community Organization hopes to tie a trail into the existing trail system on the Firelight campus. The homeowner with the lot behind the trash compactor is going to begin building his house this summer (his lot goes all the way to the Morning Stay area). A long sliver of the property is used by Firelight currently used by Firelight residents, and he would like this to stop. Something to consider is encouraging owners to move away from the area via notification from management. HPM will take care of moving the hack rail fence to relocating the entrance to the trail.

Rule/Parking Enforcement

Derek continues to sticker and tow vehicles in violation on campus, as necessary.

Communication from Owners

The owner of unit D-7 notified management of a large dip in the ground near their condo that collects a lot of water from rain and the sprinkler system. The board asked HPM to look at the area. Perhaps more dirt added to the area would resolve the issue.

The owners of unit 288 experienced an act of vandalism on their vehicle parked on campus. This is something that should be filed with the police to take care of.

The board wrote a letter to the Spanish Peaks Club and the Yellowstone Club and have not yet received a response. The Spanish Peaks Club does not have a bus service this summer, but the Yellowstone Club does. Karla is working on a solution to address the noise associated with buses coming through campus at early hours.

The topic of renters and renters with pets was discussed briefly.

Board Position Vacancy

AJ relinquished his board position. A motion was made to accept Julie Brown as a board member for the remainder of AJ's term. Curt seconded the motion, and all were in favor.

Adjourn

Matt adjourned the meeting at 8:42 pm.

REMOTE MEETING INFO

- Mute personal cell phones/computers
 - During the meeting email questions/comments to: kcoleman@hpmmontana.com
Your questions/comments will be relayed to the Board.
-

Firelight Annual Meeting 2020
Tue, Sep 22, 2020 6:00 PM - 8:30 PM (MDT)

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please contact Katie or Seanna at Hammond Property Management
(406) 995-7220

kcoleman@hpmmontana.com; sfarrow@hpmmontana.com



Property Management Report
August 11, 2020

- Chalets
 - o Continued fixing heat tape that has fallen off roofs
 - o Facilitated exterior painting repairs
 - o Greased chimney cap at 344 Candlelight
 - o Replaced damaged siding at 330 Firelight Drive

- Condos
 - o Continued fixing heat tape
 - o Hung new white letters above all condo entrances
 - o Continued replacing damaged soffit
 - o Apex completed work on entryway and near C building
 - o Facilitated exterior painting repairs
 - o Got quote to have carpet redone in one condo building per Matt Walker's request (attached)
 - o Reattached trim in various locations

- Compactor
 - o Continued to monitor owners for disposing of garbage improperly
 - o Pressure washed compactor area

- Landscaping
 - o Continued bed weeding
 - o Facilitated noxious weed spraying
 - o Continued replacing drain stone
 - o Continued to trim dead limbs from trees
 - o Trimmed dead shrubs near condo entryway
 - o Monitored irrigation system
 - o Fixed damaged irrigation heads
 - o Scheduled major irrigation repairs to be done ASAP due to parking spot construction and Fiberoptic boring

- Other
 - o Moved jackrail fence to prevent guests from parking on dog path

Date	Employee	Work Done	Hydraulic Fluid Level	Serial Number	Notes
07/01/20	Josh Hickey	Compactor Swapped		53030603	
07/03/20	Josh Hickey	Inspected		53030603	
07/06/20	Josh Hickey	Inspected		53030603	
07/09/20	Josh Hickey	Inspected		53030603	
07/15/20	Josh Hickey	Compactor Swapped		53030605	
07/17/20	Josh Hickey	Inspected		53030605	
07/21/20	Josh Hickey	Inspected		53030605	
07/23/20	Josh Hickey	Inspected		53030605	
07/27/20	Josh Hickey	Inspected		53030605	
07/29/20	Josh Hickey	Compactor Swapped		53030603	
07/31/20	Josh Hickey	Inspected		53030603	
08/04/20	Josh Hickey	Inspected		53030603	

ES011561

QUOTE

Sold To	Ship To
HAMMOND PROPERTY MANAGEMENT P.O BOX 161242 BIG SKY, MT 59716	HAMMOND PROPERTY MANAGEMENT 85 AURORA LIGHTS--BLDG A CARPET BIG SKY, MT 59716

Quote Date	Tele #1	PO Number	Quote Number
08/04/20	406-995-7220		ES011561

Inventory	Style/Item	Color/Description	Quantity Units	Price	Extension
	MARVEL	WONDERMENT	4,140.00 SF	1.19	4,926.60
700.041	CPT GLUEDOWN STANDARD BCK		4,140.00 SF	1.04	4,305.60
700.108	TEAR OUT DIRECT GLUE ACT BCK		4,140.00 SF	0.39	1,614.60
PH40004	PH-400 CARPET ADHESIVE 4GAL	YELLOW LID	12.00 EA	55.00	660.00
700.120	PREP-STANDARD FLOOR		10.00 HR	64.94	649.40
700.016	TRIP MILEAGE		350.00 EA	2.60	910.00
700.019	WOOD BASE REMOVE AND REPLACE (NO GUARANTEE)		900.00 LF	3.25	2,925.00
700.151	BOX STAIR WRAPPED		60.00 EA	12.34	740.40
UZ77351	UZIN 888 EXTREME PATCH NEW 10#	GRAY 77351	10.00 EA	25.00	250.00

Offer may be revoked if not accepted within 30 days. In the event of non-payment customer agrees to pay reasonable attorney fees in collection of the amount owed. Special orders and orders for which floor covering has been cut are NOT subject to cancellation. The above prices, specifications, are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

- *Hardwood floors - warranties state - humidity levels in your home must be 35% to 55% at all times.
- * Carpets must be professionally cleaned (hot water steam extraction) every 18 months - see specific manufacturer warranty for details.
- * Room Temperature needs to be maintained above 65 degrees for 48 hours before and after any installation, including radiant heat floors.
- * Use of recommended floor cleaning products only (see your sales associate for the proper products)

— 08/05/20 — 10:33AM —

Sales Representative(s):
 RAY LINSKY

Subtotal: 16,981.60
 Sales Tax: 0.00
 Misc. Tax: 0.00

Customer signature: _____
 Date: ____ / ____ / ____
 Thank you for your business!

QUOTE TOTAL: \$16,981.60

Firelight Parking Enforcement Report - as of August 5, 2020

Make of Vehicle	License Plate	Date	Time	Location	Towing Deadline	Comments	Repeat Offender	BOOTED	TOWED	TOWED BY	Towed Date
Trailer		08/04/20	9 am	156		trailer					
Honda	Wisconsin 789cgv	08/03/20	8 am	Candlelight		Fire-lane					
Trailer		08/02/20	6 am	387		trailer					
Toyota	xpd1005	08/02/20	6 am	390		parked in rocks					
Chevy	rancon	08/02/20	6 am	390		3-cars-wide					
Chevy	cvd122	08/01/20	9 pm	Firelight		Fire-lane					
Chevy	6048578	08/01/20	9 pm	Firelight		Fire-lane					
Honda	626446c	07/31/20	845 pm	353		fixing in drive					
Ford	cjb493	07/30/20	530 am	Candlelight		Fire-lane					
Ford rv	632611c	07/29/20	530 am	Overflow Parking		rv		TRUE	TRUE	Best Rate	07/29/20
Ford	Missouri ct2l9p	07/26/20	530 am	Firelight		NO PERMIT/ Fire-lane					
Chevy	bmj902	07/26/20	530 am	509		Fire-lane					
Chevy	538611b	07/25/20	1 pm	Firelight		Fire-lane					
Ford	632611c	07/24/20	6 pm	Overflow Parking		rv					
Toyota	Michigan byf589	07/24/20	6 pm	Overflow Parking	07/27/20	Abandoned Vehicle/flat tire		TRUE	TRUE	Best Rate	07/27/20
Chevy	637169c	07/23/20	7 am	B-Building		NO PERMIT					
Toyota	258636c	07/23/20	7 am	C-Building		NO PERMIT					
Toyota	Minnesota 698tvl	07/23/20	7 am	C-Building		NO PERMIT					
Honda	Colorado 573ylw	07/23/20	7 am	C-Building		NO PERMIT					
Audi	Florida d4ahc	07/23/20	7 am	C-Building		NO PERMIT					
Honda	cvh879	07/23/20	7 am	D-Building		NO PERMIT					
Buick	309813c	07/23/20	7 am	D-Building		NO PERMIT					
Chevy	632225c	07/23/20	7 am	Neighboring driveway	07/23/20	parked in another assigned spot		TRUE	TRUE	Best Rate	07/23/20
Nissan	642427b	07/23/20	7 am	Neighboring driveway	07/23/20	140 parked in other assigned spot					
Subaru	ckw323	07/23/20	7 am	Neighboring driveway	07/23/20	115 parked in other assigned spot					
Porsche	Massachusetts cik213	07/23/20	7 am	103		NO PERMIT					
Dodge	aaka386	07/23/20	7 am	140		NO PERMIT					
Toyota	617405c	07/23/20	7 am	Overflow Parking		NO PERMIT					
Toyota	602895c	07/23/20	6 am	98		NO PERMIT					
Nissan	Illinois bv68831	07/23/20	6 am	82		NO PERMIT					
Mitsubishi	Washington bnx6661	07/23/20	6 am	441		NO PERMIT					
Volvo	Massachusetts t82mdl	07/23/20	6 am	464		NO PERMIT					
Hyundai	California	07/23/20	6 am	496		NO PERMIT					
Volkswagen	na	07/23/20	6 am	Candlelight	07/27/20	no plates		TRUE	TRUE	Best Rate	07/27/20
Toyota	630268b	07/23/20	6 am	Candlelight		NO PERMIT					
pontiac	628775c	07/23/20	6 am	Candlelight		NO PERMIT					
Volvo	642086b	07/23/20	6 am	Overflow Parking		NO PERMIT					
Ford	crx267	07/23/20	6 am	Overflow Parking		NO PERMIT					
Ford	mowatr	07/23/20	6 am	Overflow Parking	07/27/20	Abandoned Vehicle? no back plate		TRUE	TRUE	Best Rate	07/27/20
Ford	utah by24819	07/23/20	6 am	Overflow Parking		NO PERMIT					
Subaru	6424728	07/23/20	6 am	Overflow Parking		NO PERMIT					
Subaru	250083c	07/23/20	6 am	Overflow Parking		NO PERMIT					
Toyota	678298b	07/23/20	6 am	Overflow Parking	07/23/20	No Parking Area		TRUE	TRUE	Best Rate	07/23/20
KIA	texas mjm4678	07/23/20	6 am	Overflow Parking	07/23/20	No Parking Area					
Subaru	csx693	07/23/20	6 am	Overflow Parking		No Parking Area					07/23/20

Firelight Rule Enforcement Report - As of August 5, 2020

Unit	Date of Infraction	Category	Action Taken	Warning Issued	Fine Issued	Notes
321 Firelight Drive	07/30/20 1:28 PM	Garbage				garbage on back deck
387 Candlelight Drive	07/30/20 1:28 PM	Deck Storage				broken hot tub
140 Candlelight Drive	07/28/20 7:57 AM	Garbage	First Warning	TRUE		kept out after trash day
80 Starlight Drive	07/27/20 12:40 PM	Dog-waste	First Warning	TRUE		
325 Firelight Drive	07/27/20 8:38 AM	Garbage		TRUE		trash out improperly
140 Candlelight Drive	07/27/20 7:24 AM	Garbage	First Warning	TRUE		garbage out not on proper date
325 Firelight Drive	07/27/20 7:23 AM	Garbage	First Warning	TRUE		garbage out not on proper date
387 Candlelight Drive	07/23/20 4:02 PM	Hot-tub	\$300 Fine	TRUE		hot tub not in working order
472 Firelight Drive	07/23/20 4:01 PM	Charcoal Grill	First Warning	TRUE		charcoal grill
321 Firelight Drive	07/23/20 4:00 PM	Garbage		TRUE		garbage all on back porch
456 Firelight Drive	07/20/20 5:26 PM	Garbage		TRUE		trash out in not proper trash can
386 Candlelight Drive	07/20/20 4:16 PM	Pets	First Warning	TRUE		Dog off leash
50 Firelight Drive D10	07/17/20 1:43 PM	Deck Storage		TRUE		please put lights back up.
325 Firelight Drive	07/17/20 1:42 PM	Garbage		TRUE	TRUE	garbage out not on trash day.
387 Candlelight Drive	07/17/20 1:41 PM	Hot-tub	\$100 Fine	TRUE	TRUE	have they came up with plan on this?
221 Candlelight Drive	07/17/20 1:38 PM	Deck Storage		TRUE		broken trampoline
170 Candlelight Drive	07/17/20 1:36 PM	Deck Storage		TRUE		two propane grills
325 Firelight Drive	07/16/20 7:59 AM	Garbage		TRUE		trash can out
325 Firelight Drive	07/14/20 7:53 AM	Garbage		TRUE		trash can left out
140 Candlelight Drive	07/14/20 7:52 AM	Garbage		TRUE		trash can left out
173 Candlelight Drive	07/13/20 10:19 AM	Garbage	First Warning	TRUE		trash and cigarette butts left in lawn and on back porch
155 Aurora Lights Drive B1	07/08/20 3:52 PM	Garbage	First Warning	TRUE		trash placed outside of compactor.
325 Firelight Drive	07/07/20 11:50 AM	Garbage		TRUE		

Firelight Owner Communication

August 11, 2020

From: chris

Sent: Thursday, July 30, 2020 3:10 PM

To: Seanna Farrow <sfarrow@hpmmontana.com>

Subject: Re: FL - Letter to membership from BOD

We only have two kids so it's not an issue for us, but the condominiums could easily fit a couple with 3 kids. While I understand not wanting 10 renters at once in one unit, it seems pretty ridiculous to limit ownership of the condos to families with two children or less. That is pretty much what you are doing. Maybe state in the board rules that renters may not be more than 4 but I think an exception should be made for owners...especially couples with more than two kids

Chris

From: Jessica Wyman

Sent: Wednesday, July 8, 2020 11:13 AM

To: Seanna Farrow <sfarrow@hpmmontana.com>

Subject: Re: FL A12 - deck sun covering

That's unfortunate. The mounts would only be eye hooks and unnoticeable, much like the ones everyone uses to hang their plants or lights or bird feeders. Like the ones holding swinging chairs up that we have seen units have (including unit owners that are on the board even). We are concerned about an umbrella because of the wind. We feel an umbrella is much more dangerous. If that let loose, we could cause serious damage to someone or something.



Is there any way to get a reconsideration?

Thank you for your time Seanna!

From: Jennifer Jones

Sent: Monday, July 27, 2020 5:39 PM

To: Katie Coleman <kcoleman@hpmmontana.com>

Subject: Re: Additional Parking Spaces on FLM Campus

Katie, when the first information was sent to homeowners (with the map) I inquired about how the decisions were made about where the spaces were going to be put. Two are adjacent to our property but not others. All I wanted to know was how the decisions were made and no one responded to me. Can you please ask someone to explain the decision making process so I understand how some areas were selected and others were not. Thank you.

Jennifer Jones
389 Firelight