

<b>Date:</b> Tuesday Mar 23, 2021	<b>Time:</b> 6:00 p.m. Mountain Time	<b>Location:</b> Zoom (Virtual meeting)
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Agenda		Presenter	Action
<b>Call to Order</b>		Matt Walker	-
<b>6:00</b>	<ul style="list-style-type: none"> <li>• Member Forum (new items for next agenda)</li> </ul>		-
	<ul style="list-style-type: none"> <li>• Minutes of February Board Meeting</li> </ul>	All	Approve
<b>6:05</b>	<ul style="list-style-type: none"> <li>• Schedule next Board Meeting <ul style="list-style-type: none"> <li>○ Suggested: Tuesday, April 27</li> </ul> </li> </ul>	All	-
<b>New Business</b>			
<b>6:10</b>	<ul style="list-style-type: none"> <li>• Landscaping <ul style="list-style-type: none"> <li>○ Match-Dollars Program</li> <li>○ Maintenance Contract</li> </ul> </li> </ul>	Karla Mike	Discuss Discuss
<b>Old Business</b>			
<b>6:15</b>	<ul style="list-style-type: none"> <li>• Cold-roof Project Discussion</li> </ul>	Carol	Discuss
<b>Reports</b>			
<b>6:30</b>	<ul style="list-style-type: none"> <li>• Property Management Report</li> <li>• Rule &amp; Parking Enforcement Reports</li> <li>• Communication from Owners</li> </ul>	HPM – Dan HPM – Derek HPM – Seanna/Katie	Discuss Discuss Discuss
<b>7:00 Adjourn</b>		Matt Walker	-

### Call-In Information

#### (Zoom)

Topic: Firelight Board Meeting

Time: Mar 23, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91604235763?pwd=Z0ZVSUxtOXh3c2tmM0s0WEITWXNkdz09>

**Meeting ID: 916 0423 5763**

**Passcode: 582717**

One tap mobile

+16699009128,,91604235763#,,,,\*582717# US (San Jose)

+12532158782,,91604235763#,,,,\*582717# US (Tacoma)

Find your local number: <https://zoom.us/u/aSKgmEHXY>

Firelight Board Meeting  
Tue, Feb 23, 2021 6:00 PM - 7:30 PM (MST)

**Meeting Minutes**

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

**Attendance:** Board members present included Matt W., Curt W., Carol P., Hannah D., Jim D., Karla Y., and Julie B. Others present included Mike Palmer, Dan Lukas, Katie Coleman, Derek Weinrich and Seanna Farrow of Hammond Property Management (HPM).

**Member Forum:** There were no items brought up at this time.

**Approval of Meeting Minutes:** Carol motioned to approve the February meeting minutes as presented; Julie seconded the motion. 1 opposed.

**Next Meeting:** The next board meeting was scheduled for Tuesday, Mar 23, 2021 at 6:00 pm. The annual meeting was also tentatively scheduled for Tuesday, September 21 at 6:00 pm.

**Board Member Portfolios:** The board positions are as follows:

- President – Matt W.
- Secretary/Treasurer – Carol P.
- Member at Large – Curt W.
- Member at Large – Karla Y.
- Member at Large – Julie B.
- Member at Large – Jim D.
- Member at Large – Hannah D.

**Landscaping Committee:** The landscaping committee consists of Karla, Julie and Hannah.

**Account for Small Charges:** The group discussed opening a bank account with First Security or a low-limit credit card with Edward Jones to use for smaller HOA purchases. After discussion, Curt motioned to authorize Carol to open a low-limit credit card through Edward Jones with a limit of \$5,000. All were in favor and none opposed.

**Landscaping Match Dollars Program:** There is currently \$50k budgeted for landscaping. Karla proposed the idea of a match-dollars program where owners are incentivized to invest in landscaping upgrades to the campus that the HOA would match in landscaping upgrades up to a certain percentage. Nothing was decided at this meeting.

**Landscaping RFP/Maintenance Contract:** No contractors have expressed interest in or responded to the Landscaping RFP. The group is ok continuing to hire HPM for the HOA's landscaping needs. Mike will recirculate the current contract for review.

**Roofing Discussion:** Mike explained that the current roof conditions throughout campus are worsening and expressed the importance of the board considering a roof replacement project for the campus soon. The reality of the situation is ongoing roof leaks, ice damming and damage to the roof's exterior each year. The board will continue to discuss the matter with HPM and potential contractors to bid the project and determine accurate estimates for the board to consider.

**Financial reports:** There are currently two (2) owners in arrears that owe over \$5,000. Curt will communicate with Doug Shanley about placing a lien on the unit owners until their accounts are up to date. Owners in arrears are not permitted to maintain a reserves parking spot in the RV Parking Lot.

Accounts receivable as of today were \$27,848; accounts payable were \$38,000. The reserve fund balance is \$1,622,133. Curt will break out the budget to actual report from the annual meeting and will have finalized reports to close out.

**Managers Report:** Dan's managers report was included in the meeting packet. The board asked HPM to spend some extra time around the condo entrances and do clean up work as the weather permits.

**Adjourn:** Matt motioned to adjourn the meeting at 7:33 pm, and Karla seconded.



- Chalets
  - Monitored ice damming on roofs
  - Scheduled roof shoveling with Ridgeline Roofing
  - Shoveled out fire hydrants
  - Cleared manhole covers for proper street draining
  - Monitored and cleared snow pack breakup
  - Continued facilitating the Three Rivers fiber optic installation
  - Checked crawlspace heat in a number of units
  - Monitored and knocked down icicles throughout campus
  - Met with CMS regarding roofing issues
  
- Condos
  - Monitored Ice damming on roofs
  - Scheduled roof shoveling with Ridgeline Roofing
  - Cleaned up walkways and around parking blocks as weather allowed
  - Monitored and cleared snow pack breakup
  - Shoveled out propane tanks and fire hydrants
  - Met with CMS regarding roofing issues
  - Met with Three Rivers to plan for fiber optic installation
  
- Compactor
  - Monitored owners for disposing of garbage improperly
  - Installed new power unit to compactor
  - Scheduled additional compactor and recycling pickups as needed
  - Cleared snow from compactor area

**Hammond Property Management**

Parking Enforcement Report as of Mar 19, 2021									
Vehicle	Plate	Date	Time	Unit/Tag Number	Location	Comments	Warning	Send Email	Owner
GMC	MT aakq9038	03/08/21	630 am	140 Candlelight Drive	Neighboring driveway	3-cars-wide	SENT	SENT	Stobaugh, Neal
Chevy	MT 649472c	03/08/21	630 am			3-cars-wide			
Chevy	ID 2ce660t	03/08/21	630 am		Overflow Parking	NO PERMIT / parked in two spots			
Chevy	IA jtt475	03/08/21	630 am	360 Candlelight Drive	Firelight	Fire-lane/ trailer	SENT	SENT	NRCR Real Estate, LLC
Jeep	MA 269	02/18/21	2 pm		A-Building	Snow removal			
Toyota	MT 684125b	02/18/21	2 pm		Overflow Parking	Snow removal			
Chevy	ND 433dba	02/18/21	2 pm		Overflow Parking	Invalid Pass/ old pass			
Nissan	MT 2bm8210	02/18/21	2 pm		Overflow Parking	Snow removal			
Ford	MT 623442c	02/18/21	2 pm		Overflow Parking	Snow removal			
Subaru	MT 634744c	02/17/21	1 pm		Overflow Parking	NO PERMIT			
Chevy	MT cyf871	02/17/21	1 pm		Overflow Parking	NO PERMIT			
Toyota	MT 657181b	02/17/21	1 pm		Overflow Parking	NO PERMIT			

Rule Enforcement Report as of Mar 19, 2021								
Unit	Date of Infr:	Property I	Categc	Action Taken	WARNING	FINE	Notes	Comments
328 Candle	#####		Parking	Only Warning	TRUE			ATV - unit 320 or 328 (?)
320 Candle	#####		Parking	Only Warning	TRUE			ATV - unit 320 or 328 (?)
73 Starlight	#####		Garbage	First Warning	TRUE			Trash out on wrong day
336 Candle	#####		Other	First Warning	TRUE			Christmas lights
140 Candle	#####		Hot-tub	First Warning	TRUE			Hot tub without siding

### **Firelight Owner Communication**

Owner – Good morning. I am not sure but last, I remember is that when we had three dogs we only could because we had three condos. Is there still a limitation on how many dogs per unit and is there a special limitation for renters? I have just been notified that a renter that will be moving in has not one but two support animals that are certified in Colorado. I'm not too keen on this and looking for HOA covenant restrictions to quote. I've allowed one before but don't want two. I understand all the other applications and such that need to be made to link dog to condo. Any help would be appreciated.

*HPM – We decided to reach out to get legal advice on this, so we were advising correctly. We are unable to apply the 2-pet rule to service animals. Please make sure to provide paperwork and we should have no issues.*