

Firelight Board Meeting
Tuesday, June 22, 2021, at 6:00 pm, MDT.

Meeting Minutes

Attendance

Board members present included Carol P., Hannah D., Karla Y., Julie B., Curt W. (via phone), and Jim D.; other owners present included Steve M. (via phone). Scott Hammond, Mike Palmer, Dan Lukas, Derek Weinrich (via phone), Seanna Farrow and Katie Coleman were present from Hammond Property Management (HPM).

Call to Order

Karla called the meeting to order at 6:03 pm.

Minutes

Julie motioned to approve the May meeting minutes; Carol seconded. All were in favor and the May meeting minutes were approved as presented.

Next Meeting

The next board meeting was scheduled for Tuesday, July 20, 2021, via conference call. The board will meet on July 22 to discuss for a budget meeting.

Items for next meeting

- Invasive species schedule
- 2022 landscaping RFP
- HVAC system update

HOA Legal Representative

Katie provided Carol with a list of recommendations regarding options for the HOAs legal counsel. Carol spoke with Jennifer Favre first who isn't currently taking clients; Jennifer recommended Margot Ogburn. Margot expressed interest in working with the Firelight Meadows HOA and has reasonable rates. Carol also contacted other potential attorneys as well, but believes Margot is a good fit. Carol will arrange a meeting with the board and Margot for the near future.

Paving Estimates

Mike obtained an estimate from Big Sky Asphalt, in addition to the estimate from APEX. Bis Sky Asphalt quoted \$18,080 for the remainder of the paving work needed at the chalets. Hannah motioned to hire Big Sky Asphalt using the available landscaping funds to move forward with the paving work; Carol seconded, and all were in favor. HPM will move forward with scheduling the work.

Landscaping Match Dollars Program

The group further discussed the landscaping match dollars program and discussed the logistics of owners arranging for landscaping upgrades. For incidentals and potential damage repairs needed from installing landscaping there should be a contingency to cover those costs split half and half between the owner and the HOA. Scott suggested a clause that states the unit owner installing upgrades be held liable for repair costs associated with damaged irrigation lines. Vendors being hired to do the landscaping should be board approved, and the board will also share a list of preferred contractors. HPM will draft a standard application for landscaping upgrades to streamline the process and share with the board in the next week for approval prior to the July board meeting.

HVAC Systems

Julie researched options for air conditioning. So far, she has spoken with Air Controls about different options, and regardless of forced air or air conditioning, the exterior would be affected by the installation and noise of the system. Julie will have estimates and more information to share at the next meeting.

Outdoor Lighting Project

Carol has been researching options and pricing for replacing the exterior lights of the chalets with fixtures that are dark sky compliant, shining downward. She had a demo of the fixture she chose mounted outside of her front door as an example. The project will include the replacement of the front and patio light fixtures of the chalets (estimated \$280/each), and the deck light fixtures of the condos (estimated \$140/each). Carol will have final estimates to share as soon as possible. After discussion, Julie motioned to approve the proposed fixtures and fund the project by special assessment. Hannah seconded the motion; all were in favor, none were opposed. Julie offered to share contact information of a master electrician in the area that may be able to help with the project.

Financials

The group discussed past due accounts receivable and what the standard operating procedure is for placing liens on unit owners. The board agreed that any unit owners that are 90+ days in arrears should have a lien filed against them. There was no other discussion.

Property Management Report

HPM has been working with Track Utilities on seeding the landscaping areas damaged by the fiber optics work in 2019. Gallatin Water Works continues to repair damaged irrigation areas and repairing zone valves from the fiber optics work. Aside from main-line repairs, there are dozens of irrigation heads that must be removed of silt and dirt.

There was a damaged water pipe reported that affected units C-3 and C-5 because of a drywall nail that was drilled into the shared piping during original construction. Buffalo Restoration was called to facilitate repair work, and at this time the total repair costs do not meet the HOA's insurance deductible, and the costs will be billed to the HOA as a building maintenance expense. This is the second time the condo spigots have caused damage to more than one unit. The group discussed solutions and motioned for HPM to bid the replacement and improvement of the 22 other condo building spigots, not to exceed \$10k; Hannah seconded the motion, and all were in favor.

The 'Firelight Drive' street sign was repaired and repainted. Many other signs need repair or replacement as well, including the STOP signs. HPM suggested the board consider sign upgrades being incorporated into a package deal. HPM will get estimates to share at the next meeting and look at different options for the material of the street signs – i.e., metal, or wood.

Rule and parking enforcement reports were included in the meeting packet.

Other Business

The board discussed the current situation with the water and sewer district and the campus' failing and antiquated water system. It would behoove the board to consider hiring a consultant that can discuss options with the group. Townhall meetings can be arranged to educate and inform owners prior to Firelight HOA potentially applying for a grant. Jim made a motion to support the formation of a public water and sewer district for the Firelight community; Curt seconded the motion, and all were in favor, none opposed.

The board asked HPM to remind the membership via the next newsletter of HPM's office and emergency contact numbers, with a suggestion that short term rental units post this information inside of their unit. It was noted that HPM holds the expectation for their on-call staff that any emergency calls received should be responded to via phone within 15 minutes of receiving the call.

Adjourn

Julie motioned to adjourn the meeting at 7:53 pm; Carol seconded.