



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

BOARD OF DIRECTORS MEETING

FLM BOD Meeting 1.11.22
Tue, Jan 11, 2022 6:00 PM - 8:00 PM (MST)

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

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Date: Tuesday, Jan 11, 2022	Time: 6:00 p.m. Mountain Time	Location: Go to Meeting (Virtual meeting)
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Agenda		Presenter	Action
Call to Order		Karla	-
6:00	• Member Forum (new items for next agenda)		-
6:05	• Minutes of November Board Meeting	Karla	Approve
	• Schedule Next Board Meeting	All	-
New Business			
6:10	• Rental Impact Fees		Discuss
6:25	• Landscaping plan for 2022	All	Discuss
6:35	• Shrub/tree Cost Share Program	Karla	Discuss
6:45	• Updated Dues Payment Process	Carol	Discuss
Old Business			
6:55	• Short-term rental parking passes - cost	BOD	Discuss
7:05	• Window screen replacement procedure (update)	Karla	Discuss
7:15	• Dryer vent cleaning schedule	Katie	
7:25	• Roof Project Plan for 2022	All	Discuss
Reports			
7:40	• Financial Report Y/E 2021	Carol	Discuss
7:50	• Declaration/By-Law Re-write Update	Karla/Carol	
8:00	• HLH Update	Jim D.	
8:10	• Property Management Report	HPM – Dan/Mike	Review
8:20	• Rule & Parking Enforcement Reports	HPM – Derek	Review
8:25	• Owner Communications	HPM – Katie	Review
Adjourn	• Karla	-	

Firelight Board Meeting
Tue, November 16, 2021 6:00 PM - 6:58 PM (MDT)

Meeting Minutes

Attendance

Board members in attendance included Karla Y., Carol P., Jim D., Julie B., Tom M., and Hannah D. Owners present included Edward H. and Jeff D. Others present included Maria Locker, Katie Coleman, Dan Lukas, Scott Hammond, Mike Palmer, Derek Weinrich and Seanna Farrow of Hammond Property Management.

Call to Order

Karla called the meeting to order at 6:05 pm.

Minutes of October Meeting

Carol motioned to approve the minutes of the October 26 board meeting; Hannah seconded. All were in favor and the minutes were approved as presented.

Next Board Meeting

The next two meetings were scheduled for Tues, December 7th, 2021 (tentative, brief meeting) , and January 11th, 2022 at 6:00 pm.

Member Forum (New business for next meeting)

- Landscaping RFP. Karla stated that BOD member edits had been made and she would communicate with HPM the following morning.

NEW BUSINESS

2022 Landscaping Plans – All

Tabled. Will remain on the agenda as point of discussion. Karla stated the cost-share plan should be extended to 2022 as far as spring projects, with unused funds of 2021 to be used for 2022 as done in the past and add a separate component of cost-share for smaller upgrades, where landscaping company does not need to be involved.

OLD BUSINESS

Short-term Rental Parking Passes

Karla emailed the BOD regarding the HOA chairperson council meeting where parking was discussed as it related to short-term rentals and a universal across HOAs in terms of actual parking passes and costs but will need legal counsel. The goal was to implement something 1/1/2022.

Window Screen Replacement & Repair

Karla and Carol spoke with the attorney on this topic which was confirmed to be owner responsibility such as windows. The BOD has the right to require owners to replace screens at their expense or assess the cost of replacement as necessary. It was determined that the screen replacement project would occur prior to addressing windows, doors and garage doors. HPM had begun the project by creating a list of units with screens needing replaced and communicated with unit owners of the project expectations.

Dryer vent cleaning

HPM obtained three bids for dryer vent cleaning. The BOD directed HPM to move forward with Buffalo Restoration as soon as possible with a goal of completing prior to Christmas. However, safety is of utmost importance. The condo buildings require roof access to conduct the work. The group understands that weather and roof conditions may cause the condos to be delayed until spring.

Property Management Report – HPM

Lukas presented decals that were made for the block heater outlet posts at the condo buildings. The BOD directed Lukas to move forward with ordering the decals and replace asap. Other highlights were included in the meeting packet.

Rule & Parking Enforcement Reports

Rule and parking enforcement reports were included in the meeting packet for review. Derek reported that campus was quiet with minimal parking violations.

Owner Communication

There was no owner communication.

Adjourn

The meeting adjourned at 6:58 pm.



Firelight BOD Meeting 1.11.22

FLM Campus

- Continue to work with Signs by Designs for updated signage
- Installed posts for new street signs
- Working with electrician to repair two streetlights
- Coordinating dryer vent plan with Buffalo
- Shoveled fire hydrants
- Reattached flagpole light
- Replaced flag
- Coordinating RV space renewal with owners

Condos

- Shoveled propane tanks
- Inspected building A for report of smell/communicated with unit owners regarding trash outside units
- Ordered approved numbering for posts
- Continue to reattach electrical boxes to posts as needed
- Plugged in heat tape
- Coordinated fire suppression system inspections
- Responded to after hours call for a leak

Chalets

- Coordinated pick up of light fixtures and bulbs with Grizzly Electric
- Plugged heat tape
- Coordinated roof shoveling at 167 Candlelight Drive
- Coordinated crawl space heater adjustment reschedules

Compactor

- Hung new signage on compactors
- Ordered extra roll off dumpster for Holiday Season
- Trouble shot power issue
- Turned up thermostat on hydraulic tank

Unit	Date of Infraction	Category	Action Taken	Warning Issued	Fine Issued	Notes
319 Candlelight Drive	12/28/21 11:55 AM	Garbage	First Warning	TRUE		sliding door and window left on side of condo.
495 Firelight Drive	12/13/21 12:56 PM	Other	\$100 Fine	TRUE	YES	please fine. and let them know this is not a proper place to throw there trash. an for them to come remove it an take it to a proper place by Friday are we will remove and charge them thanks
353 Firelight Drive	12/08/21 11:54 AM	Window Coverings	\$100 Fine	TRUE	YES	belive it second warning.
387 Candlelight Drive	12/08/21 11:52 AM	Window Coverings	\$100 Fine	TRUE	YES	believe this is the second so there should be fine
495 Firelight Drive	12/08/21 11:52 AM	Other	First Warning	TRUE		logs next to Driveway.
496 Firelight Drive	11/30/21 12:49 PM	Garbage	First Warning	TRUE		trash left out not sure who's it is.

Date	Time	Unit/Tag Number	Location	Comments	Repeat Offender	BOOTED	TOWED	TOWED BY	Towed Date
12/29/21	10 am		Overflow Parking	Snow removal					
12/29/21	10 am		Overflow Parking	Snow removal					
12/29/21	10 am		Firelight	Snow removal					
12/29/21	10 am		Firelight	Snow removal					
12/29/21	10 am		Firelight	Snow removal					
12/29/21	10 am		Candlelight	Snow removal					
12/29/21	10 am		Candlelight	Snow removal		TRUE	TRUE		12/31/21
12/29/21	10 am		Candlelight	Snow removal					
12/29/21	10 am		Overflow Parking	Snow removal					
12/29/21	10 am		D-Building	Snow removal					
12/29/21	10 am		A-Building	Snow removal					
01/22/22	9am		Candlelight	Snow removal					
12/22/21	9am		Candlelight	Snow removal					
12/22/21	9 am		Candlelight	Snow removal					
12/22/21	9 am		Firelight	Snow removal					
12/22/21	9 am		B-Building	Snow removal					12/22/21
12/18/21	12 pm		A-Building	Snow removal					
12/18/21	12 pm		B-Building	Snow removal/no tag					
12/17/21	8 am		Neighboring driveway	3-cars-wide					
12/11/21	5 am		Firelight	NO PERMIT/ Fire-lane					
12/07/21	6 am		Firelight	NO PERMIT/ Fire-lane					
12/30/21		115 Starlight Drive	Starlight	Blocking Neighbor					
12/01/21	5 am		B-Building	Abandoned Vehicle/ no pass	TRUE	TRUE	TRUE	Best Rate	12/01/21
11/29/21	9 am		Overflow Parking	Abandoned Vehicle/no tag	TRUE	TRUE	TRUE	Best Rate	11/30/21
11/29/21	9 am		A-Building	Abandoned Vehicle/no tag	TRUE	TRUE	TRUE	Best Rate	11/30/21
11/28/21	5 am		Candlelight	NO PERMIT/ Fire-lane					
11/28/21	5 am		Candlelight	NO PERMIT/ Fire-lane					
11/28/21	5 am		Firelight	NO PERMIT/ Fire-lane					
11/28/21	5 am	80 Starlight Drive	Neighboring driveway	Blocking Neighbor	TRUE				
11/27/21	150 pm	50 Firelight Drive D09	D-Building	Snow removal					
11/27/21	150 pm		D-Building	Snow removal					
11/27/21	150pm	120 Firelight Drive C06	C-Building	Snow removal					
11/27/21	150 pm	288 Firelight Drive	Overflow Parking	Snow removal					
11/27/21	150 pm		Candlelight	Snow removal/ no pass					
11/26/21	845 am	495 Firelight Drive	Candlelight	Fire-lane					

11/25/21	745 am		Neighboring driveway	NO PERMIT					
11/24/21	745 am	268 Candlelight Drive	Neighboring driveway	parked in others spot					
11/25/21	745 am		Neighboring driveway	3-cars-wide/ no pass					
11/24/21	930 am		Firelight	Snow removal/ no tag					
11/22/21	445		Candlelight	Fire-lane					
11/16/21	915 am		Candlelight	Fire-lane					
11/16/21	8am	58 Candlelight Drive	Neighboring driveway	trailer					

