

Firelight Board Meeting
Tuesday, February 8, 2022 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Karla Y., Carol P., Jim D., Julie B., Hannah D., Tom M. and Matt W. Others present included Katie C., Kati H., Dan L., Derek W., Scott H., and Mike P. of Hammond Property Management.

CALL TO ORDER

Karla called the meeting to order at 6:00 pm.

Minutes of January Board Meeting

Matt motioned to approve the minutes of the January 11th board meeting; Hannah D. seconded. All were in favor and the minutes were approved as presented.

Schedule Next Board Meeting

The next meeting was scheduled for Tuesday, March 15th, 2022 at 6:00 pm.

NEW BUSINESS

Financial Report:

Carol said the expenses may look out of order because they didn't get all invoices in on time. February report will reflect a more accurate picture of accounting. 22% of owners (47 owners) took advantage of the option to pay 1st quarter dues online. 3 of these owners were on the 'past due' report which shows reflection of ease of the paying online option. This online payment option saves the Firelight Meadows CPA time. Carol requested to continue offering the opportunity to pay quarterly dues online. Karla confirmed.

Condo Carpet Replacement:

Hammond received a bid for carpet replacement in the condo buildings. A discussion was held and it was determined that a walkthrough of each building would be conducted to determine if a complete replacement was needed. Karla and Hannah agreed to do walkthroughs of all 4 buildings together or separately. Karla requested pricing break downs of entrances, stairways, and corridors.

Condo Deck Staining

Mike stated that HPM has reached out to a few contractors to obtain bids for condo deck staining and concrete pitting repairs but had no bids in hand. A discussion was held, and it was determined that a walkthrough would be conducted to determine the condition of the decks as some may be in need of replacement/repair.

Landscaping RFP for 2022

Karla provided edits to the landscape RFP to Scott. Scott said he will make changes, await comment from the board and distribute it to contractors. Scott mentioned the BOD had removed noxious weed management from the budget/responsibilities a number of years ago but recently added back. Karla confirmed that amending the RFP increased expenditures.

OLD BUSINESS

Dryer Vent Cleaning Schedule

Katie confirmed all Chalets except 1 were completed. The project will resume in spring with condos.

Shrub/Tree Cost Share Program

Karla made modifications to Large and Small cost share program documents. It was discussed that the Board would make the 2021 budgeted funds available for 2022. The small landscaping program was targeted for owners to be able to plant something themselves while following guidelines and getting approval without having to hire a professional landscaper to do it. Karla stated they have 22-30 trees lined up to go on campus this spring.

Condo and Chalet Parking:

Karla and Carol discussed a document written by Dave Shappee regarding the parking situation. Karla asked Hammond to research parking passes with barcode or QR codes for cars.

REPORTS

Declaration/By-Law Re-Write Update

Karla & Carol were working on the rewrite of the declaration and bylaws with the attorney who is implementing the suggestions into a rough draft for board review. It will take full participation from the board to get the review work done section by section. Karla said the biggest battle right now is getting the developer language converted to owner language, taking out a lot of legal jargon and trying to get specific definitions to the different categories of expenditures.

HLH Update

Jim said he got in touch with a lawyer that can assist with the process of forming a district but has no estimated cost to date. Karla confirmed Jim is willing to stay on this project with his background. Matt spoke with an owner of HLH who stated they are designing a new water treatment system at Firelight but was unsure the company would be able to install the new design and were unsure of their path forward. The Firelight Water and Sewer System is owned by a separate entity, not Firelight HOA.

Property Management Report

Dan's manager report was included in the packet. Mike mentioned a chalet with moisture in the crawlspace. A vapor barrier and sump pump may need to be installed so Buffalo Restoration has been engaged to assess. Katie confirmed that 49 exterior lights were installed to date. Karla confirmed with the attorney that crawlspaces and attics of the chalets are common elements which are the HOA's responsibility. Mike mentioned shoveling is occurring later than normal due to snowfall for season. Roof shoveling is an hourly rate and not a fixed contract.

Rule & Parking Enforcement Reports

Derek confirmed everything is basically the same since we haven't had much more snow.

Owner Communications

Katie was asked by an owner if she could share the recording of meetings. Matt and Karla said they are inclined to provide just the minutes. Karla said that prospective owners should only receive the last 3 meeting minutes and not get full access to the HOA website until the owner process is confirmed.

Adjourn

The meeting adjourned at 7:35pm.