



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

BOARD OF DIRECTORS MEETING

FLM BOD Meeting
Tue, Apr 12, 2022 6:00 PM - 7:30 PM (MDT)

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

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You can also dial in using your phone.

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Access Code: 970-604-101

Date: Tuesday, April 12, 2022	Time: 6:00 p.m. Mountain Time	Location: HPM and 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 March Board Meeting	Karla	Approve
6:10	• Schedule Next Board Meeting	All	-
New Business			
6:15	• HLH Update	Matt Huggins	-
6:35	• Spring Clean Dumpster Dates	All	-
6:40	• Window/Screen Replacement Project	HPM	Discuss
Old Business			
6:45	• Landscaping RFP-Select Contractor	All	Discuss and Vote
6:55	• Shrub/tree Cost Share Program	Karla	-
7:00	• Chalet Numbers	Julie/Tom	Vote
7:05	• Condo Carpet Replacement	Karla	Discuss
7:10	• Condo Deck Staining Bids	HPM	Update
Reports			
7:15	• Declaration/By-Law Re-write Update	Karla/Carol	-
7:20	• Property Management Report	HPM – Dan/Mike	Review
7:25	• Rule & Parking Enforcement Reports	HPM – Derek	Review
7:30	• Owner Communications	HPM – Katie	Review
Adjourn	Karla		

Firelight Board Meeting
Tuesday, March 15th, 2022 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Karla Y., Matt W., Carol P., Tom M., Julie B. Owners present included, Eric L., Julie P., Toya M., Steve M., Sarah R., and Cynthia H. 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 6:03pm.

Minutes of February Board Meeting

Carol motioned to approve the minutes of the February board meeting. Matt seconded. All were in favor and the minutes were approved as presented.

Schedule Next Board Meeting

The next meeting was scheduled for Tuesday, April 12th, 2022 at 6:00 pm.

NEW BUSINESS

Financial Update:

Carol P. presented the financial update stating \$899k was moved into four different cds with Edward Jones. FLM now has a 1 year cd with no prepayment penalty. Receivables were down because past dues are paying through.

Condo Carpet Replacement:

The BOD determined only entryways and stairwells and stairway landings on parking lot side need replaced. Karla is getting one more opinion from another carpet company. Carol said due to bid over what is in reserves, they will have to look at the end of the year as a special assessment or from another area for the condos. Karla mentioned carpet replacement isn't urgent and is interested in Anderson Enterprises for cleaning in meantime.

Condo Deck Staining:

HPM received two bids for condo deck staining as of meeting time. Mike P. stated per deck cost needs to be noted for budget reasons and suggested dividing the work into a yearly rotation. Carol P. will work with Doug Shanley on funding. Karla stated the upcoming renovations will increase in the budget.

Landscape RFP for 2022:

Karla stated the RFP will be put out for bid for the 2022 season.

OLD BUSINESS

Landscaping plan for 2022:

Karla stated that it is too early to determine locations for trees and will readdress at a later date.

Shrub/Tree Cost Share Program:

Preemptive to be working with cost share at beginning of project due to too many unknowns but should be able to utilize the program with owners towards the fall. Karla suggested reminding owners about the Shrub/tree Cost Share Program and get a general number to see how many are interested.

Chalet Numbers:

Mike P. requested chalet numbering to be an early summer project. Scott suggested black numbering. Julie and Tom volunteered to move forward with obtaining sample numbers for BOD review.

REPORTS**Declaration/By-Law Re-write Update:**

Carol P. sent info on declarations and bylaws rewrite to board and received little feedback. The board will review the declarations and bylaws rewrite on March 29th. If a member is unable to be present, they can provide personal review prior to meeting.

HLH Update:

There was no update at meeting time.

Property Management Report:

A new flag light was approved. Damaged boot brushes will be replaced. 489 Firelight Drive gutter replacement bid was approved prior to the meeting.

HPM presented an update on an online parking platform. Tom and Julie volunteered to look into the platform in more depth to determine its viability.

Mike will follow up with pricing for line striping on campus.

Karla suggested if we want to increase the price of the RV parking lot, we need to enhance the location aspects. Board will revisit the parking price increase in 2023.

Rule & Parking Enforcement Reports:

Hammond can legally suggest owners to replace their damaged windows/screens. Carol suggested a letter to owners of damaged or unsightly windows and screens, giving a deadline to have a plan of action for replacement. Hammond will create a list of units who need window and/or screens replaced.

Owner Communications:

Hammond sent out an e-mail reminding owners of fireplace ash disposal protocol.

Hammond will replace crawlspace smoke detector batteries in Spring when they turn off heat.

Adjourn

The meeting adjourned at 7:27pm.

To: Firelight Meadows Unit Owner Association
% Matt Walker
From: West Fork Utilities / HLH
Re: Wastewater system upgrade options
Date: March 7, 2022

Matt,

This memo is a continuation of the intermittent conversation about the need for upgrades to the wastewater treatment system serving the Firelight Meadows Development. The main objective of this letter is to update the Unit Owners regarding the current status, describe in general terms the options for a permanent solution to the ongoing problems, and request your engagement in further discussion.

The system has remained unable to meet the effluent nitrogen concentration requirements of the most recent groundwater discharge permit (24 mg/L Total Nitrogen). In response, we entered into an agreement with the DEQ that outlined steps needed to come back into compliance with that permit. The next steps under that agreement were to obtain approval from DEQ for proposed changes to the treatment system that would be designed to achieve the 24 mg/L concentration limit from that permit.

A preliminary design was submitted and revisions based on DEQ feedback are nearly completed. Prior to finalizing the plans, a meeting with DEQ reviewers, enforcement, the engineer hired by the utility, and HLH was scheduled to (1) discuss details of the revisions being proposed and (2) verify how the permit renewal would be handled, as those two functions are performed by different sections of the DEQ.

The results of the meeting were not favorable to a quick resolution of the enforcement action and issuance of a new permit, for the following reasons:

- The results of the groundwater modeling contracted by BSWSD (Cunane Study) have put into question the input parameters that resulted in the 24 mg/L TN discharge limit established by prior permits, making a renewal at that limit very unlikely.
- The DEQ permit writer indicated that they would use the “best available science” to establish the appropriate input parameters for the non-degradation analysis, which he indicated would be the “Cunane Study” or new site-specific data collected as part of studies initiated by HLH or other parties.
- Two options were offered as possible paths forward, given the presumed groundwater model from the Cunane Study.
 - Design and install a system capable of treating to water quality standards at the point of discharge (<7 mg/L TN), thus obviating the need for any mixing zone calculations.
 - Complete a more comprehensive groundwater modeling study and design upgrades according to the output from that model.

- A subsequent email from the DEQ permit writer suggested that increased nitrogen concentrations in the shallow aquifer, whether from Firelight Meadows or ambient sources, “may be another hurdle that will need to be addressed if choosing a path that requires dilution” (i.e., a 24 mg/L TN effluent limit).

The bottom line is that nutrient loading into groundwater and its potential impacts on surface water in the area have become a high profile topic at DEQ. The impact of this increased attention on the fate of wastewater from Firelight Meadows is likely to be significant.

Specifically, we believe there is a very high probability of future discharge permit effluent limits requiring treatment to <7 mg/L, instead of the currently required 24 mg/L.

Three scenarios have been discussed as possible means of meeting the expected lower nutrient loading limit, all of which would result in significantly increased costs to the utility and users. These scenarios are:

1. Connection to the Big Sky Water and Sewer District.
2. Entering into a long-term operating lease with a 3rd party to design and install additional treatment equipment.
3. The design, purchase, and installation of additional treatment equipment.

Each of the above options could be pursued in a few different ways:

- A. Formation of a new County Water and Sewer District that would be eligible for public funding sources such as grants and low-interest loans. This has been discussed in concept in the past and the process is well-established and supported by engineering and law firms active in the area.
- B. Formation of a new Utility Association to be managed by a group of unit owners. There are numerous examples of this, a relevant one being the Lazy J Utility Association serving a mixed user base in the Gallatin Canyon and managed by Hammond Property Management. There are some nuances that your legal council would need to address regarding regulatory status, but this approach is also well established.
- C. West Fork / HLH continues as a PSC-regulated for-profit utility provider. This is the default path, but one that may not be the most desirable to the unit owners or to HLH.

Cost estimates for capital and operational expenses required by options 1-3 are in progress. Those estimates will then be used to calculate the potential impact on user rates.

Our preliminary estimates for option 3.C (HLH to design, install, operate a central MBR and adjust rates under the PSC) are in the range of \$3-4M in capital expenditures and a 3x increase in monthly rates.

We understand that there is a meeting scheduled for April 12 at 6 pm. We will plan to attend and be prepared to answer questions and discuss these issues in more detail. In the meantime, we'd be happy to answer questions related to this letter via email or phone.



Firelight BOD Meeting 4.12.22

Managers' Report

FLM Campus

- Refill dog waste stations
- Continue to work with Signs by Designs for updated signage
- Continue replacement of streetlights throughout campus
- Installed new flag lights
- Removed broken delineators
- Continue to investigate parking enforcement online platform
- Conducted weekly campus cleanup
- Conducted window/screen evaluation campus wide
- Ordered new flags
- Coordinated Bylaw/Declaration meeting for BOD

Condos

- Installed boot brushes
- Obtain deck staining bids
- Obtained bids for carpet cleaning
- Provided access to crawl space for fiber optic work
- Inspected hallway of building B after owner cleaning complaint
- Communicated with owner regarding ESA paperwork for tenant

Chalets

- Installed sump pump in crawlspace of 330
- Monitored moisture in crawlspace of 330
- Met with Buffalo Restoration regarding sub floor issue at 330
- Working with owners to paint front door and garage door- weather permitting
- Communicated with owners regarding trailer parking
- Coordinated gutter installation at 489
- Coordinated window replacement at 465
- Coordinated mold inspection at 181

Compactor

- Adjust hopper door to facilitate proper operation
- Removed trash from compactor enclosure area- ongoing
- Removed snow from compactor enclosure when possible

Firelight Rule Enforcement						
Unit	Date of Infraction	Category	Action Taken	Warning Issued	Fine Issued	Notes
390 Firelight Drive	04/11/22 12:49 PM	Garbage	First Warning	TRUE		garbage; send them warning with the bear rules
80 Starlight Drive	04/06/22 9:18 AM	Garbage	First Warning	TRUE		Christmas tree. let them know tree does not go in compactor
346 Firelight Drive	04/06/22 9:16 AM	Garbage	First Warning	TRUE		Christmas tree and in front a pallet. let them know tree does not go in compactor.
106 Candlelight Drive	04/06/22 9:12 AM	Deck Storage	First Warning	TRUE		broken furniture
124 Candlelight Drive	04/06/22 9:11 AM	Charcoal Grill	Third Violation	TRUE	\$300	Charcoal grill on patio
297 Firelight Drive	04/04/22 6:23 AM	Other	First Warning	TRUE		Christmas lights on back tree
B11	03/21/22 12:24 PM	Parking	First Warning	TRUE		this is an old parking tag. please inform them they need to get a new one thanks

Fire Light Parking Rules						
Make of Vehicle	License Plate	Date	Time	Unit/Tag Number	Location	Comments
Trailer	na	03/31/22	4 am		Overflow Parking	trailer
Chevy	689320c	03/30/22	5 pm		Overflow Parking	in two spot/ no permanent
Chevy	cxw273	03/29/22	5 am		Neighboring driveway	NO PERMIT/ NO PARKING AREA
Nissan	260342b	03/27/22	5 am		Neighboring driveway	NO PERMIT
Toyota	Utah k3yn21	03/27/22	5 am		Neighboring driveway	3-cars-wide/ no permanent
Nissan	Alberta b554179	03/27/22	5 am		Neighboring driveway	NO PERMIT
Volkswagen	PAgca579	03/27/22	5 am		Firelight	NO PERMIT/ Fire-lane
Trailer	Wyoming 9624	03/21/22	1 pm		B-Building	Trailer
Honda	105965d	03/17/22	315 pm		Overflow Parking	NO PERMIT
Dodge	dmv005	03/17/22	315 pm		Overflow Parking	NO PERMIT
Jeep	Missouri tbom3d	03/17/22	315 pm		Overflow Parking	NO PERMIT
Ford	Alabama 1480bb8	03/17/22	315 pm		Overflow Parking	NO PERMIT

Firelight Owner Communication April 2022

From: T Feerick <attyfee31@gmail.com>

Sent: Monday, March 28, 2022 4:27 PM

To: Julie Burgess <jburgess@hpmmontana.com>

Cc: Katie Coleman <kcoleman@hpmmontana.com>; Derek Weinrich <dweinrich@hpmmontana.com>

Subject: Re: Approved Patio Items and Parking Rules Reminder

Thank you for the information. Is there some type of parking sticker you can provide to the owners so we do not have to always put a placard on our dashboard?

Subject: Re: Approved Patio Items - Gas Fire Pits

On Mar 29, 2022, at 10:15 AM, Julie Burgess <jburgess@hpmmontana.com> wrote:

We received a question regarding the Approved Patio Items and Parking Rules Reminder email yesterday. Are gas fire pits approved for patio usage?

Subject: Firelight Closet

Hi Katie,

My family owns unit 4 in building C and I live there currently. I have recently noticed the closet in the hallway right next to our front door is unlocked and seems to be relatively unused. Is there any sort of deal we can make to use that as extra storage space for our place. Might be kind of a long shot but I figured it can't hurt to ask!

Best,
Mark Grothmann

Subject: Re: Approved Patio Items and Parking Rules Reminder

Julie;

Could I respectfully request that the solar powered light for the American Flag on the south side of campus be repaired so that it works?

Flag protocol requires that a flag flown at night be illuminated.

Mark Sevier
Dovetail Designs & Millwork Inc.
2301 1st Ave S
Billings MT 59101