



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

BOARD OF DIRECTORS MEETING

Firelight Board Meeting - July
Tue, Jul 12, 2022 6:00 PM - 8:00 PM (MDT)

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Date: Tuesday, July 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 June Board Meeting	Karla	Approve
6:10	• Schedule Next Board Meeting	All	-
New Business			
6:15	• Financial Update	Carol	-
6:20	• Landscape Trees: weed/feed	Karla	-
Old Business			
6:30	• Chalet Numbers	HPM	Discuss
6:35	• Condo Deck Staining	HPM	Discuss
6:40	• Window/Screen Replacement Project	HPM	Discuss
6:45	• Parking Committee	Julie/Tom	Discuss
Reports			
7:00	• Declaration/By-Law Re-write Update	Karla/Carol	-
7:05	• Property Management Report	HPM – Dan/Mike	Review
7:15	• Rule & Parking Enforcement Reports	HPM – Derek	Review
7:20	• Owner Communications	HPM	Review
Adjourn	Karla		

Firelight Board Meeting
Tuesday, June 14, 2022 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Karla Y., Carol P., Tom M., Jim D., and Matt W. Owners present included, John C., Katie G., Krystal S., John F. and Steve M. Others present included Julie B., Dan L., Derek W., Robbeye S., and Mike P. of Hammond Property Management.

CALL TO ORDER

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

Minutes of May Board Meeting

Matt W. motioned to approve the minutes of the May board meeting. Tom M. seconded. All were in favor and the minutes were approved as presented.

Schedule Next Board Meeting

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

NEW BUSINESS

Water Sewer District Options:

Nathan Bilyeu of Jackson, Murdo & Grant, P.C. out of Helena discussed the process and benefits of creating County Water Sewer District. Carol motioned to engage Nathan to create own County Water Sewer district. Matt seconded. All were in favor to move forward.

Financial Update:

Carol P. presented the financial update. Financials in good standing.

Skyline Bus Route:

The bus has been running 13 times daily to fill gap in schedule for Montage stop. Karla is requesting documentation of riders to determine if a modification or adjustment can be made to the current summer schedule. Skyline is open to discussion for modification. Board members and owners discussed the advantages of the bus route to the community.

Pet/Rules Compliance Violations:

Irresponsible pet owners are creating a nuisance on campus. The rules and regulations will be circulated to owners. This will be the next focus for compliance and violations.

OLD BUSINESS

Chalet Numbers:

Sample photos were reviewed. HPM will move forward with installing numbers for Chalets.

Question on condo back lights was brought up to the Board. There have been some supply chain delays, along with the electrician's scheduling. Project should be completed by end of summer.

Condo Deck Staining:

Hammond Property Management will be meeting with the Painter end of the week.

Windows and Screen Replacement Project:

Hammond will be reaching out to the owners that had window disputes. Concerns and issues brought to the Boards attention in regards to delays in communications, clarity of project and transparency from the Board.

Parking Committee

Tabled till next meeting.

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

Carol will send couple dates for in person Board only meeting.

Property Management Report:

Dan presented the manager's report, which was included in the meeting packet. The local trash compactor provider, Helena Waste and Recycle has closed. JB Maintenance will be the new local service provider along with Solid Waste out of Spokane, WA and Republic Services of Bozeman. Hammond will verify recycling invoice to verify the billing reflects off season schedule.

Precision Lawn Care applied Weed and Feed last week. Precision provided estimates to treat perimeter for dandelions and noxious weeds. Carol will adjust next year's budget to include expense. HPM has been working with West Fork Utilities to maintain their lawn area.

Rule & Parking Enforcement Reports:

The rule enforcement report was included in the packet. Derek reported the parking violations have been minimal during off season. Currently working on Spring Clean on patios.

Owner Communications:

Communication on oil stains was addressed by Board. HPM will be watchful of oil stains and identify vehicles. The Board will address areas with oil stains on case-by-case basis. HPM will look at proposal and RID project options.

Karla requested topics to add to next meeting's agenda. Nothing to add at this time.

Adjourn

The meeting adjourned at 7:52 PM.

Firelight Meadows Owners Association

Balance Sheet

As of June 30, 2022

Accrual Basis

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Operating Bank Accounts	
1st Security Operating 3557	19,813
1st Security Money Market 1164	138,058
1st Security Petty Cash 3007	6,224
	<hr/>
Total Operating Bank Accounts	164,095
Reserve Bank Accounts	
American Bank 2739	147,255
Edward D Jones	1,761,496
	<hr/>
Total Reserve Bank Accounts	1,908,750
Total Checking/Savings	2,072,845
Accounts Receivable	
Accounts Receivable	13,467
	<hr/>
Total Accounts Receivable	13,467
Other Current Assets	
Prepaid Legal	1,000
	<hr/>
Total Other Current Assets	1,000
Total Current Assets	2,087,312
	<hr/>
TOTAL ASSETS	2,087,312
	<hr/> <hr/>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	19,678
	<hr/>
Total Accounts Payable	19,678
Other Current Liabilities	
Landscape Upgrades Payable	67,000
	<hr/>
Total Other Current Liabilities	67,000
Total Current Liabilities	86,678
	<hr/>

Firelight Meadows Owners Association
Balance Sheet

Accrual Basis

As of June 30, 2022

	<u>Jun 30, 22</u>
Total Liabilities	86,678
Equity	
Reserve Fund Balance	
Reserve CondoCarpet Replace...	15,000
Reserve Fund Balance - Other	<u>1,888,827</u>
Total Reserve Fund Balance	1,903,827
Retained Earnings	18,160
Net Income	<u>78,647</u>
Total Equity	<u>2,000,634</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,087,312</u></u>

**Firelight Meadows Owners Association
Profit & Loss Budget vs. Actual**

Accrual Basis

January through June 2022

	Jan - Jun 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Quarterly Assessment Income			
Chalet - Quarterly Assessment	301,648	301,648	0
Condo - Quarterly Assessment	198,560	198,560	0
Total Quarterly Assessment Income	500,208	500,208	0
Finance and Late Fee Charges	2,756	0	2,756
Membership Dues	1,000	0	1,000
Parking Income	6,575	0	6,575
BAD DEBT INCOME	0	0	0
Fine Income for Violations	1,300	0	1,300
Total Income	511,839	500,208	11,631
Gross Profit	511,839	500,208	11,631
Expense			
General Common Expenses			
Insurance	78,919	68,000	10,919
Landscape and Sprinkler			
Landscape Management	31,032	27,500	3,532
Irrigation Maintenance	0	10,000	(10,000)
Landscape and Sprinkler - Other	0	0	0
Total Landscape and Sprinkler	31,032	37,500	(6,468)
Landscape Upgrades	8,000	12,000	(4,000)
Trash Removal			
Maintenance	0	0	0
Trash Removal - Other	21,364	23,250	(1,886)
Total Trash Removal	21,364	23,250	(1,886)
General Maintenance & Repairs	41,705	25,000	16,705
Snow Removal	94,602	94,600	2
Roof Snow Removal	30,800	41,600	(10,800)
Management Company	56,741	58,729	(1,987)
Parking Rule Enforcement	24,793	25,661	(868)
Accounting	8,858	8,858	(0)
Legal	11,296	10,000	1,296
Legal Reimbursed by Owner	(951)	0	(951)
Office Expense	1,610	1,800	(190)
Postage & Delivery	180	202	(22)
Bad Debt	0	0	0
Meeting Expense	0	1,000	(1,000)
Total General Common Expenses	408,948	408,200	748
Limited Common Expense - Chalet			
Chimney Cleaning - Chalet	10,500	13,000	(2,500)
Maintenance & Repair Chalet	0	0	0
Total Limited Common Expense - Cha...	10,500	13,000	(2,500)

**Firelight Meadows Owners Association
Profit & Loss Budget vs. Actual**

Accrual Basis

January through June 2022

	Jan - Jun 22	Budget	\$ Over Budget
Limited Common Expense - Condo			
Carpet Replacement	0	0	0
Condo Utilities - Building	6,585	8,600	(2,015)
Reimbursement SnowMelt Electric	0	1,487	(1,487)
Telephone Condo Fire Alarm Syst	2,138	2,640	(502)
Condo - Cleaning and Rugs	8,400	8,600	(200)
Fire Alarm System Monitoring	1,099	1,110	(11)
Fire Extinguisher Inspection	0	0	0
Maintenance & Repair Condo Only	897	248	649
Total Limited Common Expense - Con...	19,119	22,685	(3,566)
Total Expense	438,568	443,885	(5,317)
Net Ordinary Income	73,272	56,323	16,949
Other Income/Expense			
Other Income			
Postage Income	50	0	50
Edward D Jones Interest Income	4,898	0	4,898
Savings Interest Income	37	0	37
Total Other Income	4,986	0	4,986
Other Expense			
Federal Income Tax on Interest	(389)	0	(389)
Water & Sewer Delinquent paid	0	0	0
Reserve Contribution	0	104,692	(104,692)
Total Other Expense	(389)	104,692	(105,081)
Net Other Income	5,375	(104,692)	110,066
Net Income	78,647	(48,368)	127,015



Firelight BOD Meeting 07.12.2022

Managers' Report

FLM Campus

- Refill dog waste stations
- Continue to work with Signs by Designs for updated signage – shipping in progress
- Continue replacement of streetlights throughout campus
- Continue campus trash pick up
- Ongoing window/screen condition communication on replacement/repairs
- Working on paving repairs
- Worked with Precision on trouble shooting irrigation issues

Condos

- Coordinated water damage repair from ice dam
- Validated window findings at C20
- Responded to smoke incident with Fire department at B building
- Repair hole at C9 for weevil intrusion
- Clean up tree/shrub trimmings from owner

Chalets

- Monitor crawlspace of 330
- Installed new condo numbers for chalets
- Removed numbers on various aspects to access paint touch up
- Handrail replaced 338 Firelight
- Birds nest removed at 441 FL
- Clean bird dropping from siding
- Installed new screen to avoid future nests
- Caterpillar nest removed
- Review dented siding
- Review privacy fence request 472 FL

Compactor

- Removed trash from compactor enclosure area- ongoing
- Painted both compactor lids
- Communicated with new contractor for trash compactor maintenance

FIRELIGHT RULE ENFORCEMENT

Unit	Date of Infraction	Category	Warning Issued	Fine Issued	Notes	Comments
115 Starlight Drive	07/07/22 12:51 PM	Deck Storage	TRUE	TRUE	not a storage area	
288 Firelight Drive	07/07/22 12:50 PM	Deck Storage	TRUE	TRUE	wood fireplace	
120 Firelight Drive C12	07/07/22 12:49 PM	Other	TRUE		old wifi booster	
120 Firelight Drive C11	07/07/22 12:47 PM	Other	TRUE		old wifi booster	
120 Firelight Drive C01	07/07/22 12:46 PM	Other	TRUE		old wifi booster	
50 Firelight Drive D11	07/07/22 12:44 PM	Hot-tub	TRUE	TRUE	tarp as hot tub cover	ordered new cover, back order
155 Aurora Lights Drive B20	07/07/22 12:36 PM	Other	TRUE		old wifi booster	
155 Aurora Lights Drive B11	06/29/22 10:53 AM	Other	TRUE		not proper place for tier storage	
368 Candlelight Drive	06/23/22 2:23 PM	Other	TRUE		oil stain	
320 Candlelight Drive	06/23/22 2:22 PM	Other	TRUE		oil stain	
184 Candlelight Drive	06/23/22 2:20 PM	Other	TRUE		oil stain	
181 Candlelight Drive	06/23/22 2:18 PM	Other	TRUE		oil stain	
173 Candlelight Drive	06/23/22 2:18 PM	Other	TRUE		oil stain	
509 Firelight Drive	06/23/22 2:15 PM	Other	TRUE		oil stain	
495 Firelight Drive	06/23/22 2:14 PM	Other	TRUE		oil stain	
373 Firelight Drive	06/23/22 2:13 PM	Other	TRUE		oil stain	
509 Firelight Drive	06/23/22 2:12 PM	Window Coverings	TRUE		broken screen covering	
338 Firelight Drive	06/23/22 2:11 PM	Other	TRUE		oil stain	
305 Firelight Drive	06/23/22 2:07 PM	Pets	TRUE		pet Stians in grass	
504 Firelight Drive	06/23/22 2:01 PM	Deck Storage	TRUE		sled	
406 Firelight Drive	06/23/22 2:01 PM	Deck Storage	TRUE		inside furniture outside	
390 Firelight Drive	06/23/22 2:01 PM	Deck Storage	TRUE		ripped cover for grill	owner out of state will remove at the end of the month
73 Starlight Drive	06/23/22 2:01 PM	Deck Storage	TRUE		wood fireplace	removed
115 Starlight Drive	06/23/22 2:01 PM	Deck Storage	TRUE	TRUE	not a storage area for wood	
308 Firelight Drive	06/23/22 2:01 PM	Deck Storage	TRUE		ripped gill cover and charcoal grill?	
379 Candlelight Drive	06/23/22 2:01 PM	Hot-tub	TRUE		Rocks on hot tub cover	owner coming to big sky next week will remove rocks then, delayed covid
120 Firelight Drive C11	06/23/22 2:01 PM	Other	TRUE		oil stain	
120 Firelight Drive C13	06/23/22 2:01 PM	Other	TRUE		oil stain	
120 Firelight Drive C03	06/23/22 2:01 PM	Pets	TRUE		oil stain	
120 Firelight Drive C10	06/23/22 2:01 PM	Other	TRUE		oil stain	
50 Firelight Drive D15	06/23/22 2:00 PM	Other	TRUE		oil stain	
50 Firelight Drive D07	06/23/22 2:00 PM	Other	TRUE		oil stain	
50 Firelight Drive D06	06/23/22 2:00 PM	Other	TRUE		oil stain	
50 Firelight Drive D08	06/23/22 2:00 PM	Other	TRUE		tarp covering hot tub	
85 Aurora Lights Drive A17	06/23/22 2:00 PM	Charcoal Grill	TRUE		charcoal grill	
85 Aurora Lights Drive A12	06/23/22 2:00 PM	Other	TRUE		oil stain	
85 Aurora Lights Drive A05	06/23/22 2:00 PM	Other	TRUE		oil stain	
85 Aurora Lights Drive A09	06/23/22 2:00 PM	Other	TRUE		oil stain	
155 Aurora Lights Drive B01	06/23/22 2:00 PM	Other	TRUE		oil stain	
155 Aurora Lights Drive B11	06/23/22 2:00 PM	Other	TRUE		oil stain	
155 Aurora Lights Drive B14	06/23/22 2:00 PM	Other	TRUE		oil stain	
103 Starlight Drive	06/22/22 1:29 PM	Parking	TRUE		103 parked in 88 driveway.	
106 Candlelight Drive	06/21/22 2:55 PM	Parking	TRUE	TRUE	trailer.	contractor rented spot on 191
106 Candlelight Drive	06/20/22 9:35 AM	Parking	TRUE		trailer and dumpster	moved this morning
390 Firelight Drive	06/16/22 12:49 PM	Deck Storage	TRUE		ripped grill cover.	
73 Starlight Drive	06/16/22 12:46 PM	Deck Storage	TRUE		wood fire	
103 Starlight Drive	06/16/22 12:45 PM	Deck Storage	TRUE		tarp cover	
308 Firelight Drive	06/16/22 12:44 PM	Deck Storage	TRUE		ripped cover	
192 Candlelight Drive	06/16/22 12:32 PM	Deck Storage	TRUE		broken furniture; owner responded and will rectify	
286 Candlelight Drive	06/16/22 12:32 PM	Deck Storage	TRUE		Warren out grill cover	

50 Firelight Drive D11	06/16/22 12:10 PM	Deck Storage	TRUE		tarp over hot tub, foam chunks	
85 Aurora Lights Drive A06	06/16/22 12:06 PM	Deck Storage	TRUE	TRUE	broken furniture and firewood	
155 Aurora Lights Drive B20	06/16/22 12:05 PM	Deck Storage	TRUE		tarp	

FIRELIGHT PARKING ENFORCEMENT

Make of Vehicle	License Plate	Date	Time	Unit/Tag	Location	Comments
Chevy	djj824	07/06/22	2 pm		Neighboring driveway	NO PERMIT
Dodge	dca990	07/06/22	2 pm	386 Candlelight D	Neighboring driveway	NO PERMIT
Subaru	657660c	07/06/22	2 pm	394 Candlelight D	Neighboring driveway	NO PERMIT
Pontiac	dpy889	07/06/22	2 pm			NO PERMIT
Ford	cjb493	07/06/22	2 pm		Neighboring driveway	NO PERMIT
Toyota	co gao006	07/06/22	2 pm	229 Candlelight D	Neighboring driveway	NO PERMIT/ 2nd warning
Ford	633148c	07/06/22	2 pm	221 Candlelight D	Neighboring driveway	NO PERMIT
Mercedes	Utah f44syb	07/06/22	2 pm		Overflow Parking	NO PERMIT
Toyota	602895c	07/06/22	2 pm	98 Candlelight D	Neighboring driveway	NO PERMIT
Chrysler	Missouri rf8j9p	07/06/22	2 pm	495 Firelight Drive	Neighboring driveway	NO PERMIT
Dodge	659769c	07/06/22	2 pm		Overflow Parking	NO PERMIT
Chevy	det319	07/06/22	2 pm		Overflow Parking	NO PERMIT
Ford	mn ynd8901	07/06/22	2 pm		Overflow Parking	NO PERMIT
Chevy	ablion	07/06/22	2 pm		A-Building	NO PERMIT
Ford	Indiana axn936	07/06/22	2 pm		Overflow Parking	NO PERMIT
Toyota	256903c	07/06/22	2 pm		Overflow Parking	NO PERMIT
Ford	cjd774	07/06/22	2 pm	389 Firelight Drive	Overflow Parking	Invalid Pass
Mercedes	Massachusetts ijw63	07/06/22	145 pm		D-Building	NO PERMIT
Ford	Texas dlj8483	07/06/22	145 pm	73 Starlight Drive	Neighboring driveway	Invalid Pass
Subaru	ca bbo7222	07/06/22	145 pm	85 Aurora Lights	A-Building	Invalid Pass
GMC	dcw546	07/06/22	145 pm		A-Building	Invalid Pass
Honda	cwc653	07/06/22	145 pm		A-Building	Invalid Pass
Dodge	67918c	07/06/22	145 pm		B-Building	Invalid Pass
Dodge	South Carolina qlw718	07/06/22	145 pm		B-Building	Invalid Pass
Chevy	4it4888	07/06/22	145 pm		B-Building	Invalid Pass
Honda	Texas rrt5656	07/06/22		1230	B-Building spot 8	Invalid Pass
Hyundai	cyw385	07/06/22		2 85 Aurora Lights	Neighboring driveway	Blocking Neighbor
Ford	ca 65365h2	06/20/22	515 am	85 Aurora Lights	A-Building	flat
Nissan	AZ 98a4pn	06/20/22	515 am	361 Firelight Drive	Firelight	Fire-lane
Trailer		06/19/22	7 am	98 Candlelight D	Neighboring driveway	trailer
Chevy	ld 1b56770	06/16/22	2 pm		Overflow Parking	NO PERMIT
Honda	mi dvg5829	06/16/22	2 pm		Overflow Parking	NO PERMIT
Dodge	dbg217	06/16/22	2 pm		Overflow Parking	NO PERMIT
Ford	ca 65365hz	06/15/22	230 pm	85 Aurora Lights	A-Building	flat
Volvo	a4218156	06/13/22	530 am		Firelight	NO PERMIT/ Fire-lane

Firelight Owner Communication July 2022

Privacy Partition Request – 472 Firelight Drive – Board Approval

On Fri, Jun 24, 2022 at 1:16 PM Julie Burgess <jburgess@hpmmontana.com> wrote:

Good Afternoon,

The owners of 472 Firelight Drive would like to install a patio privacy fence at the end of their patio to block view of the neighboring unit(red unit). There is a privacy fence on the other side. If the Board doesn't want to set the precedent of two privacy fences per unit. The owner is willing to install mature trees and/or bushes with board approval. She would prefer to pay for the trees on her own and not participate in the cost share program.

Please let me know, I will communicate the decision with the owner.

Thank you,



Julie Burgess | HOA Account Manager

Hammond Property Management

O: 406-995-7220 F: 406-995-3030

Majority board approved request 07/01/2022. HPM communicated decision with owner via phone 07/06/2022.