



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

BOARD OF DIRECTORS MEETING

FLM BOD Monthly Meeting
Tue, Oct 18, 2022 6:00 PM - 8:00 PM (MDT)

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Date: Tuesday, Oct 18, 2022	Time: 6:00 p.m. Mountain Time	Location: HPM Conference Room 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 August Board Meeting	Karla	Approve
6:10	• Schedule Next Board Meeting	All	-
	• Schedule Tentative Date for next Annual Meeting	All	-
New Business			
6:15	• Financial Update	Carol	-
6:20	• Appoint Board Positions for 2023 terms	All	Motion
6:25	• Irrigation holding tank	Mike	Discuss
6:30	• Roofing Committee	Carol and Nick	Discuss
6:45	• Heat Tape	HPM	
Old Business			
6:50	• Water Sewer Update	Jim	Discuss
6:55	• Window/Screen Replacement Project	HPM	Discuss
7:00	• Parking Committee	Julie/Tom	Discuss
7:05	• Tree update		
Reports			
7:10	• Declaration/By-Law Re-write Update	Karla/Carol	-
7:15	• Property Management Report	HPM – Dan/Mike	Review
7:20	• Rule & Parking Enforcement Reports	HPM	Review
7:25	• Owner Communications	HPM	Review
Adjourn		Karla	

Firelight Board Meeting
Tuesday, August 16, 2022 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Karla Y., Carol P., Jim D., Julie B and Matt W. Owners present included, Jeff & Melissa A., Ed H., Dave S., and Sara B. Others present included Robbeye S., Julie B., Dan L., Derek W., and Mike P. of Hammond Property Management.

CALL TO ORDER

Karla called the meeting to order at 6:02 PM.

Minutes of June Board Meeting.

Carol P. motioned to approve the minutes of the July board meeting. Julie B. seconded. All were in favor and the minutes were approved as presented.

Schedule Next Board Meeting

The Annual meeting was scheduled for Monday, September 19, 2022, at 6:00 PM at the Big Sky Water Sewer Board Room.

NEW BUSINESS

Financial Update:

Carol P. presented the financial update. Financials in good standing. Under budget on several line items. The 2023 Proposed Budget has been sent to Board of Directors for annual meeting.

Landscaping and Irrigation:

The tree order will be planting in September. Irrigation had issues this summer. The last few days the system is running and with full pressure. Hammond will expand on the irrigation issues during maintenance report. The Cost Share for small and large items will be sent to ownership as a reminder of the opportunity. Precision Landscaping has been asked to cut back on mowing and has been directed to focus on pruning and weeding.

Julie B. will be working as the board's head of the landscape and irrigation. Julie and Carol met with Hammond and Doug with Gallatin Water Works to start Project Curb Appeal. They are gathering the team and lining up projects. The goal is to create a landscaping committee, and irrigation committee to have more eyes on the ground to help monitor and improve campus landscaping. Noxious weeds are included in the landscaping committee.

OLD BUSINESS

Water Sewer Update:

Jim D presented the update. They are looking for 5 owners to serve on the Water Sewer Board of directors to start the process to create independent Water Sewer District.

Condo Deck Staining:

The A building is complete. The B building will be completed next week.

Windows and Screen Replacement Project:

Guys Glass has been working on campus and completed units. Owners are continuing to communicate progress.

Parking Committee

Julie B. presented the Parking Committees updates. The temporary passes created for Short Term Rentals will expire at the end of the month. All units have the 3 hang tags and will utilize system in the governing documents. Discussion continued concentrating on issues for Short Term Rental companies.

REPORTS

Declaration/By-Law Re-write Update:

Carol requested Board response to documents sent to Board for review.

Property Management Report:

Dan presented the manager’s report, which was included in the meeting packet. Hammond reached out for additional bids for the diseased trees to spray for weevils. Discussion was held about the recommendations.

Over the summer there have been multiple line breaks with the irrigation system. HPM, Carol and Julie met with Gallatin Water Works (GWW) to come up with viable options to make some upgrades to the system. GWW will be starting this fall to upgrade including head swaps, adjusting native beds and replacing valve boxes.

Yellowstone Structural Systems provided a bid for the sidewalks at the condo buildings. The proposal would adjust 12 different problem areas. Carol P. made a motion for Yellowstone Structural Systems to fix the sidewalks for the \$6,175 bid. Julie B seconded the motion. All were in favor.

Treasure State will be reaching out to finalize date for the line painting project.

Rule & Parking Enforcement Reports:

The rule enforcement report was included in the packet. The patio violations have decreased in recent weeks. Discussion was held about construction dumpsters and creating a permit for owners.

Owner Communications:

Communication presented with meeting packet. The Board requests owners submit concerns and communications week prior to meeting for the Board to respond. Karla Y. addressed questions presented by owners attending.

Discussion was held about annual meeting member forum.

Adjourn

The meeting adjourned at 8:19 PM.

**Firelight Meadows Owners Association
Balance Sheet**

Accrual Basis

As of September 30, 2022

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Operating Bank Accounts	
1st Security Operating 3557	27,871
1st Security Money Market 1164	59,072
1st Security Petty Cash 3007	5,894
	<hr/>
Total Operating Bank Accounts	92,837
Reserve Bank Accounts	
American Bank 2739	142,644
Edward D Jones	1,869,537
	<hr/>
Total Reserve Bank Accounts	2,012,181
Total Checking/Savings	2,105,018
Accounts Receivable	
Accounts Receivable	35,227
	<hr/>
Total Accounts Receivable	35,227
Other Current Assets	
Prepaid Legal	1,000
	<hr/>
Total Other Current Assets	1,000
Total Current Assets	2,141,245
	<hr/>
TOTAL ASSETS	2,141,245
	<hr/> <hr/>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Landscape Upgrades Payable	67,000
	<hr/>
Total Other Current Liabilities	67,000
Total Current Liabilities	67,000
	<hr/>
Total Liabilities	67,000
Equity	
Reserve Fund Balance	
Reserve CondoCarpet Replace...	15,000

**Firelight Meadows Owners Association
Balance Sheet**

Accrual Basis

As of September 30, 2022

	Sep 30, 22
Reserve Fund Balance - Other	<u>1,993,519</u>
Total Reserve Fund Balance	2,008,519
Retained Earnings	18,550
Net Income	<u>47,176</u>
Total Equity	<u>2,074,245</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,141,245</u></u>

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

Accrual Basis

January through September 2022

	Jan - Sep 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Quarterly Assessment Income			
Chalet - Quarterly Assessment	452,472	452,472	0
Condo - Quarterly Assessment	297,840	297,840	0
Total Quarterly Assessment Income	750,312	750,312	0
Finance and Late Fee Charges	2,756	0	2,756
Membership Dues	2,200	0	2,200
Parking Income	10,775	0	10,775
BAD DEBT INCOME	0	0	0
Fine Income for Violations	4,000	0	4,000
Total Income	770,043	750,312	19,731
Gross Profit	770,043	750,312	19,731
Expense			
General Common Expenses			
Insurance	146,866	102,000	44,866
Landscape and Sprinkler			
Landscape Management	48,847	55,000	(6,153)
Irrigation Maintenance	7,563	20,000	(12,437)
Landscape and Sprinkler - Other	0	0	0
Total Landscape and Sprinkler	56,410	75,000	(18,590)
Landscape Upgrades	8,000	25,000	(17,000)
Trash Removal			
Maintenance	0	0	0
Trash Removal - Other	32,595	34,875	(2,280)
Total Trash Removal	32,595	34,875	(2,280)
General Maintenance & Repairs	49,657	37,500	12,157
Snow Removal	94,602	94,600	2
Roof Snow Removal	30,800	41,600	(10,800)
Management Company	85,250	88,093	(2,842)
Parking Rule Enforcement	37,250	38,492	(1,242)
Accounting	11,811	13,287	(1,476)
Legal	12,977	15,000	(2,023)
Legal Reimbursed by Owner	(951)	0	(951)
Office Expense	2,189	2,700	(511)
Postage & Delivery	235	301	(66)
Bad Debt	0	0	0
Meeting Expense	0	2,000	(2,000)

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

Accrual Basis

January through September 2022

	Jan - Sep 22	Budget	\$ Over Budget
Total General Common Expenses	567,691	570,448	(2,757)
Limited Common Expense - Chalet			
Chimney Cleaning - Chalet	10,500	13,000	(2,500)
Maintenance & Repair Chalet	0	0	0
Total Limited Common Expense - C...	10,500	13,000	(2,500)
Limited Common Expense - Condo			
Carpet Replacement	0	2,500	(2,500)
Condo Utilities - Building	9,848	12,800	(2,952)
Reimbursement SnowMelt Electric	0	1,487	(1,487)
Telephone Condo Fire Alarm Syst	3,258	3,960	(702)
Condo - Cleaning and Rugs	13,200	13,650	(450)
Fire Alarm System Monitoring	1,708	1,665	43
Fire Extinguisher Inspection	2,955	2,900	55
Maintenance & Repair Condo Only	13,897	374	13,523
Total Limited Common Expense - C...	44,866	39,336	5,530
Total Expense	623,056	622,784	273
Net Ordinary Income	146,987	127,528	19,459
Other Income/Expense			
Other Income			
Postage Income	50	0	50
Edward D Jones Interest Income	8,248	0	8,248
Savings Interest Income	133	0	133
Total Other Income	8,431	0	8,431
Other Expense			
Federal Income Tax on Interest	3,550	0	3,550
Water & Sewer Delinquent paid	0	0	0
Reserve Contribution	104,692	104,692	1
Total Other Expense	108,242	104,692	3,551
Net Other Income	(99,811)	(104,692)	4,880
Net Income	47,176	22,837	24,339



Firelight BOD Meeting 10.18.2022
Managers' Report

Routine Maintenance

- Refill dog waste stations
- Finished RID line striping in parking lots
- Continue to work with Signs by Designs for updated signage – staining in progress
- Continue replacement of streetlights throughout campus
- Continue campus trash pick up
- Ongoing window/screen condition communication on replacement/repairs
- Planted 20 trees throughout campus
- Working with Matt Huggins at West Fork Utilities on potential water system upgrade
- Working with Savatree for spring weevil spray estimate
- Adjust crawlspace heat
- Worked with Gallatin Water Works for irrigation upgrades
 - Eliminated 19 zones in native

Condos

- Deck staining completed on A building and B building for summer 2022
- Monitored in wall heaters throughout buildings
- Yellowstone Structural Systems lifted sidewalks for safety hazards
- Fire Suppression Inspection completed in condo buildings
- Met with Red Point LLC to investigate heat loss of condo roofs
- Repair hanging heat tape

Chalets

- Monitor crawlspace of 330
- Covered electrical box between units 167 and 173
- Fixed hanging heat tape
- Working to replace broken hose bibs
- Repairs broken down spouts
- Clean bird droppings on siding
- Install crawl space vent covers

Compactor

- Removed trash from compactor enclosure area- ongoing
- Reset power for compactor

FIRELIGHT RULE ENFORCEMENT REPORT OCTOBER 2022

Unit	Date of Infraction	Category	Action Taken	Warning Issued	Fine Issued	Notes	Comments
504 Firelight Drive	10/03/22 10:59 AM	Garbage	First Warning	TRUE		garbage in yard	
389 Firelight Drive	09/28/22 2:36 PM	Parking	First Warning	TRUE		parked out in road way	
155 Aurora Lights Drive B11	09/26/22 3:26 PM	Halfway storage	First Warning	TRUE		Bed, hoses and coat racks in hallways multiple days	
503 Firelight Drive	09/22/22 8:47 AM	Garbage	First Warning	TRUE		garbage can was left out after trash day	
120 Firelight Drive C06	09/21/22 2:29 PM	Deck Storage	First Warning	TRUE		not proper place to store car bike rack	
120 Firelight Drive C04	09/21/22 2:28 PM	Deck Storage	First Warning	TRUE		not the proper place to store ramps	
155 Aurora Lights Drive B20	09/21/22 2:05 PM	Other	\$100 Fine	TRUE	TRUE	old wifi booster	
138 Starlight Drive	09/19/22 7:41 AM	Garbage	First Warning	TRUE	TRUE	Garbage left out, over filled, not bear proof container	Had to return to empty since not bear proof trash can
173 Candlelight Drive	09/14/22 12:57 PM	Other	First Warning	TRUE		coolers left out for multiple days	
302 Candlelight Drive	09/14/22 9:56 AM	Parking	First Warning	TRUE		not parking spot for 4 wheeler	
448 Firelight Drive	09/14/22 9:42 AM	Garbage	First Warning	TRUE		trash left out after pick up date	new bin delivery

FIRELIGHT PARKING ENFORCEMENT REPORT OCTOBER 2022

Make of Vehicle	Date	Time	Unit/Tag Number	Location	Comments	Office Notes
Chevy	09/21/22	8 am	325 Firelight Drive	Firelight	Fire-lane	Ran into car last night. Talked with person they hit and tow truck has been called
Honda	09/19/22	830 am	288 Firelight Drive	A-Building		Please move to another spot. They will be doing line painting tomorrow. Tuesday 8 am
pontiac	09/16/22	815 am	170 Candlelight Drive	Candlelight	Fire-lane	
Chevy	09/13/22	8 am		Firelight	NO PERMIT	
Chevy	09/13/22	8 am		Firelight	NO PERMIT	
Chevy	09/13/22	8 am		Firelight	NO PERMIT/ Fire-lane	
Hyundai	09/13/22	8 am	406?	Firelight	Fire-lane	
Toyota	09/07/22	9 am	288 Firelight Drive	Neighboring driveway	NO PERMIT	
Jeep	09/07/22	9 am		Overflow Parking	NO PERMIT	
Lexus	09/07/22	9 am	79 Starlight Drive	Neighboring driveway	NO PERMIT	
Lexus	09/07/22	9 am		Overflow Parking	NO PERMIT	
Toyota	09/07/22	9 am	406 Firelight Drive	Neighboring driveway	NO PERMIT	
Ford	09/07/22	9 am		Overflow Parking	NO PERMIT	
Chevy	09/07/22	830 am		Overflow Parking	NO PERMIT	
Chevy	09/07/22	830 am	434 Firelight Drive	Overflow Parking	Invalid Pass	old paper tag from ascend properties
Ford	09/07/22	830 am	140 Candlelight Drive	Neighboring driveway	NO PERMIT	
Toyota	09/07/22	830 am	116 Candlelight Drive	Neighboring driveway	NO PERMIT	
Chevy	09/07/22	830 am		Overflow Parking	NO PERMIT	
Jeep	09/07/22	830 am		Overflow Parking	NO PERMIT	
Ford	09/07/22	8 am	319 Candlelight Drive	Neighboring driveway	NO PERMIT	
GMC	09/07/22	8 am		Overflow Parking	NO PERMIT	
GMC	09/07/22	8 am	344 Candlelight Drive	Neighboring driveway	NO PERMIT	
Toyota	09/07/22	8 am		Overflow Parking	NO PERMIT	
Chevy	09/07/22	8 am	359 Candlelight Drive	Candlelight	Fire-lane	
Toyota	09/07/22	8 am		Overflow Parking	NO PERMIT	
Ford	09/07/22	8 am		Overflow Parking	NO PERMIT	