



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

BOARD OF DIRECTORS MEETING

Firelight BOD Monthly Meeting  
Tue, Nov 15, 2022 6:00 PM - 8:00 PM (MST)

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

<https://meet.goto.com/212962397>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 212-962-397

<b>Date:</b> Tuesday, Nov 15 <sup>th</sup> , 2022	<b>Time:</b> 6:00 p.m. Mountain Time	<b>Location:</b> HPM Conference Room and Go To Meeting (Virtual meeting)
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Agenda		Presenter	Action
<b>Call to Order</b>		Julie	-
6:00	• Member Forum (new items for next agenda)		-
6:05	• Minutes of October Board Meeting	Julie	Approve
6:10	• Schedule Next Board Meeting	All	-
<b>New Business</b>			
6:15	• Financial Update	Carol	-
6:20	• Nominations for vacant Board Positions	All	Motion
6:30	• Roofing RFP Discussion	Mike/Carol	Discuss
<b>Old Business</b>			
6:40	• Water Sewer Update	Jim	Discuss
6:45	• Window/Screen Replacement Project	HPM	Discuss
6:50	• Landscaping – Borer Spray and Fertilization of trees	Hammond	Discuss
<b>Reports</b>			
7:00	• Declaration/By-Law Re-write Update	Carol	-
7:05	• Property Management Report	HPM – Dan/Mike	Review
7:15	• Rule & Parking Enforcement Reports	HPM	Review
7:20	• Owner Communications	HPM	Review
<b>Adjourn</b>		Julie	

**Firelight Board Meeting**  
Tuesday, October 18, 2022 6:00 PM  
Meeting Minutes

**Attendance**

Board members in attendance included, Karla Y., Carol P., Matt W., Hannah D., Jim D., and Julie B. Owners present included, Ed H., Mary S., Cackie B., Jeff G., Charles K., Pat K., Rosalie R, and Nick B. Others present included Julie B., Dan L., Derek W., Mike P., and Scott H. of Hammond Property Management.

CALL TO ORDER

Karla called the meeting to order at 6:01 PM.

**Minutes of August Board Meeting.**

***Hannah D. motioned to approve the minutes of the August board meeting. Matt W. seconded. All were in favor and the minutes were approved as presented.***

**Schedule Next Board Meeting**

The Annual meeting was scheduled for Tuesday, November 15, 2022, at 6:00 PM at the Hammond Property Management Conference Room. The monthly meeting will not be held in December.

NEW BUSINESS

**Financial Update:**

Carol P. presented the financial update. Financials in good standing. Accounts receivable is higher than normal due to 12 past due owners. Discussion was held regarding process of contacting past due owners and filing liens.

**Roofing Committee:**

Ace Roofing, a local Montana roofing company specializes in managing logistically complicated roofing projects and do commercial and residential work across Montana. They presented preliminary estimates for shingles and cold roof for the three building types on campus (condos, 4plex and 2 plex). The campus could be completed in one season. Hammond Property Management will work on RFP for the roofing bids.

**Appoint Board Positions:**

After the Annual Meeting, the Board appoints positions for the year. ***Hannah D. made a motion for Carol P. to continue in the Treasurer position. Julie B. seconded. All were in favor, the motion carried.*** Both Karla Y. and Julie B. were interested in the President position. Both provided credentials and qualifications to the group. Julie B. received the majority of Board votes with Jim D. refraining from voting. ***Hannah D. made a motion for Julie B. to serve as President. Matt W. seconded. The motion carried. Julie B. motioned for Carol P. to serve the dual role of Secretary. Hannah D. seconded. The motion carried.***

**Irrigation Holding Tank:**

Mike P. from Hammond Property Management presented the installation of a 30,000-gallon irrigation tank which would help increase irrigation output. Matt Huggins of West Fork Utilities offered to help create an RFP for this project. The RFP with engineered design is estimated to cost \$25,000 to \$30,000.

A discussion was held regarding the funding of this project and the upgrade of the irrigation system. Mike will work on obtaining a proposal from West Fork Utilities.

**Heat Tape:**

Hammond is tasked with fixing heat tape in the spring and the fall. Hammond asked the board if they would like to eliminate some of the heat tape with all of the roofing discussion to see how the roofs will perform especially in the roof valleys. Hammond will continue to run heat tape as normal.

OLD BUSINESS

**Water Sewer Update:**

Jim D presented the update. We need a few more signatures to start the process to create independent Water Sewer District. The petition is located at the Hammond Property Management office.

**Windows and Screen Replacement Project:**

Guys Glass has been working on campus and completed units. Owners are continuing to communicate progress. Next meeting action to move forward will be discussed. The Board is offering a financing option, please reach out to Hammond for more information.

**Parking Committee:**

Nothing to report at this meeting.

**Tree Update:**

The 20-replacement trees have been planted around campus. The project was under budget, so a few additional trees were ordered from Mountain Scapes to plant around the trash compactor and the RV parking lot.

REPORTS

**Property Management Report:**

Dan L. presented the manager's report, which was included in the meeting packet. Precision will be working on realignment of leaders for the diseased. They will be performing the service within their current contract. An inspection of the Heat loss was conducted with recommendations. The inspection report will be available shortly. Hammond also met with Gallatin Waterworks to eliminate 19 native zones in irrigation which will redistribute the water to the active zones.

**Rule & Parking Enforcement Reports:**

Derek W. presented the highlights of rule enforcement report, which was included in the packet.

**Owner Communications:**

No owner communication to share.

**Adjourn**

The meeting adjourned at 7:33 PM.

**Firelight Meadows Owners Association  
Balance Sheet**

**Accrual Basis**

As of October 31, 2022

	<u>Oct 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Operating Bank Accounts</b>	
1st Security Operating 3557	109,806
1st Security Money Market 1164	59,078
1st Security Petty Cash 3007	5,564
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<b>Total Operating Bank Accounts</b>	174,448
<b>Reserve Bank Accounts</b>	
American Bank 2739	142,837
Edward D Jones	1,872,019
	<hr/>
<b>Total Reserve Bank Accounts</b>	2,014,856
	<hr/>
<b>Total Checking/Savings</b>	2,189,303
<b>Accounts Receivable</b>	
Accounts Receivable	106,970
	<hr/>
<b>Total Accounts Receivable</b>	106,970
<b>Other Current Assets</b>	
Prepaid Legal	1,000
	<hr/>
<b>Total Other Current Assets</b>	1,000
	<hr/>
<b>Total Current Assets</b>	2,297,273
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<b>TOTAL ASSETS</b>	<b>2,297,273</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	5,423
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<b>Total Accounts Payable</b>	5,423
<b>Other Current Liabilities</b>	
Landscape Upgrades Payable	67,000
	<hr/>
<b>Total Other Current Liabilities</b>	67,000
	<hr/>
<b>Total Current Liabilities</b>	72,423
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**Firelight Meadows Owners Association  
Balance Sheet**

**Accrual Basis**

As of October 31, 2022

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	<u>Oct 31, 22</u>
<b>Total Liabilities</b>	72,423
<b>Equity</b>	
<b>Reserve Fund Balance</b>	
Reserve CondoCarpet Replacement	15,000
Reserve Fund Balance - Other	<u>1,993,519</u>
<b>Total Reserve Fund Balance</b>	2,008,519
<b>Retained Earnings</b>	18,550
<b>Net Income</b>	<u>197,781</u>
<b>Total Equity</b>	<u>2,224,850</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,297,273</u></u>

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

Accrual Basis

January through October 2022

	Jan - Oct 22	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Quarterly Assessment Income</b>			
Chalet - Quarterly Assessment	603,296	603,296	0
Condo - Quarterly Assessment	397,120	397,120	0
<b>Total Quarterly Assessment Income</b>	1,000,416	1,000,416	0
<b>Finance and Late Fee Charges</b>	2,697	0	2,697
<b>Membership Dues</b>	2,200	0	2,200
<b>Parking Income</b>	10,475	0	10,475
<b>BAD DEBT INCOME</b>	0	0	0
<b>Fine Income for Violations</b>	3,900	0	3,900
<b>Total Income</b>	1,019,688	1,000,416	19,272
<b>Gross Profit</b>	1,019,688	1,000,416	19,272
<b>Expense</b>			
<b>General Common Expenses</b>			
<b>Insurance</b>	169,677	113,333	56,344
<b>Landscape and Sprinkler</b>			
Landscape Management	73,465	55,000	18,465
Irrigation Maintenance	23,492	20,000	3,492
Landscape and Sprinkler - Other	0	0	0
<b>Total Landscape and Sprinkler</b>	96,957	75,000	21,957
<b>Landscape Upgrades</b>	15,140	25,000	(9,860)
<b>Trash Removal</b>			
Maintenance	0	0	0
Trash Removal - Other	36,881	38,750	(1,869)
<b>Total Trash Removal</b>	36,881	38,750	(1,869)
<b>General Maintenance &amp; Repairs</b>	53,251	41,667	11,584
<b>Snow Removal</b>	94,602	94,600	2
<b>Roof Snow Removal</b>	30,800	41,600	(10,800)
<b>Management Company</b>	94,753	97,881	(3,128)
<b>Parking Rule Enforcement</b>	41,403	42,769	(1,367)
<b>Accounting</b>	14,763	14,763	(0)
<b>Legal</b>	14,629	16,667	(2,038)
<b>Legal Reimbursed by Owner</b>	(951)	0	(951)
<b>Office Expense</b>	2,690	3,000	(310)
<b>Postage &amp; Delivery</b>	295	334	(39)
<b>Bad Debt</b>	0	0	0
<b>Meeting Expense</b>	0	2,000	(2,000)

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

Accrual Basis

January through October 2022

	Jan - Oct 22	Budget	\$ Over Budget
<b>Total General Common Expenses</b>	664,890	607,364	57,526
<b>Limited Common Expense - Chalet</b>			
Chimney Cleaning - Chalet	10,500	13,000	(2,500)
Maintenance & Repair Chalet	0	0	0
<b>Total Limited Common Expense - C...</b>	10,500	13,000	(2,500)
<b>Limited Common Expense - Condo</b>			
Carpet Replacement	0	2,500	(2,500)
Condo Utilities - Building	10,921	14,200	(3,279)
Reimbursement SnowMelt Electric	0	1,487	(1,487)
Telephone Condo Fire Alarm Syst	3,637	4,400	(763)
Condo - Cleaning and Rugs	16,400	15,100	1,300
Fire Alarm System Monitoring	1,912	1,850	62
Fire Extinguisher Inspection	2,620	2,900	(280)
Maintenance & Repair Condo Only	13,897	416	13,481
<b>Total Limited Common Expense - C...</b>	49,386	42,853	6,533
<b>Total Expense</b>	724,776	663,217	61,559
<b>Net Ordinary Income</b>	294,912	337,199	(42,287)
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Postage Income	50	0	50
Edward D Jones Interest Income	10,729	0	10,729
Savings Interest Income	332	0	332
<b>Total Other Income</b>	11,111	0	11,111
<b>Other Expense</b>			
Federal Income Tax on Interest	3,550	0	3,550
Water & Sewer Delinquent paid	0	0	0
Reserve Contribution	104,692	104,692	1
<b>Total Other Expense</b>	108,242	104,692	3,551
<b>Net Other Income</b>	(97,131)	(104,692)	7,560
<b>Net Income</b>	<b>197,781</b>	<b>232,508</b>	<b>(34,727)</b>



Firelight BOD Meeting 11.15.2022  
Managers' Report

Routine Maintenance

- Refill dog waste stations
- 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
- Working with Matt Huggins at West Fork Utilities on potential water system upgrade
- Met with Big Sky Sewer and Water for meter issues
- Working with Savatree for spring weevil spray estimate
- Precision trimming dead tops from weevil damage
- Install delineators throughout campus

Condos

- Monitored in wall heaters throughout buildings
- Fire Suppression Inspection completed in condo buildings -waiting on extra sprinkler heads and wrenches
- Addressing issues found in Red Point LLC report regarding heat loss
- Turn off water spigots in condos
- Change air freshener cartridges
- Addressed drain issue in C10
- Installed new “keep door closed” signs on condo entrance doors

Chalets

- Working with insurance adjuster to monitor crawlspace of 330
- Fixed hanging heat tape
- Working to replace broken hose bibs
- Finished installing crawl space vent covers
- Turned on crawl space heaters and changed crawl space smoke detector batteries

Compactor

- Removed trash from compactor enclosure area- ongoing
- Reset power for compactor
- Contact 811 for install trees
- Planted additional trees near compactor
- Continued Shoveled out compactor area



### FIRELIGHT RULE ENFORCEMENT REPORT NOVEMBER

Unit	Date of Infraction	Category	Action Taken	Warning	Fine	Notes	Comments
85 Aurora Lights Drive A18	11/10/22 10:50 AM	Noise Violation	First Warning	TRUE		11/10/2022 1:00 AM violation of quiet hours	
503 Firelight Drive	10/31/22 7:39 AM	Garbage	First Warning	TRUE		Garbage, Please do not put tires in compactor	
365 Firelight Drive	10/27/22 1:45 PM	Other	First Warning	TRUE		Pallet has been sitting outside for over a week.	Contractor taking 10/28/2022
353 Firelight Drive	10/19/22 9:59 AM	Parking	First Warning	TRUE		trailer parked overnight	remodel trailer, not parked over night has RV spot and moves in the AM
155 Aurora Lights Drive B11	10/19/22 9:12 AM	Other	\$300 Fine	TRUE	TRUE	Couch on deck couple days and hot tub leaking	process of disputing fine
495 Firelight Drive	10/18/22 2:41 PM	Other	First Warning	TRUE		Hose left on after October 1, should not be connected to spigot	
120 Firelight Drive C16	10/17/22 2:32 PM	Other	\$100 Fine	TRUE	TRUE	Door not painted correct color, 2nd warning	
50 Firelight Drive D08	10/17/22 2:20 PM	Other	First Warning	TRUE		Tarp as hot tub cover	
414 Firelight Drive	10/17/22 1:15 PM	Other	\$100 Fine	TRUE	TRUE	Food stuff left out and panels falling off hot tub. Food can be bear/animal attractant	
103 Starlight Drive	10/17/22 1:09 PM	Other	First Warning	TRUE		Tarp as hot tub cover	
124 Candlelight Drive	10/17/22 12:52 PM	Other	\$100 Fine	TRUE	TRUE	Broken screen door	
268 Candlelight Drive	10/17/22 12:48 PM	Other	First Warning	TRUE		Hot tub cover needs to be removed. Please do not dispose in compactor.	
328 Candlelight Drive	10/17/22 12:47 PM	Charcoal Grill	First Warning	TRUE		Charcoal Grill	housing manager contact renters
336 Candlelight Drive	10/17/22 12:44 PM	Deck Storage	First Warning	TRUE		Tarp as cover for hot tub	tarp will be removed, may take time
319 Candlelight Drive	10/17/22 9:09 AM	Other	First Warning	TRUE		Windows left out for week	window out, installers rescheduled, will be back 11/11

### Firelight Parking Enforcement Report November

Make of Vehicle	Date	Time	Unit/Tag Number	Location	Comments	Notes
GMC	11/4/2022	830 am		Candlelight	NO PERMIT/ Fire-lane	
Ford	11/4/2022	845 am		Starlight	NO PERMIT/ Fire-lane	Towed
Ford	11/3/2022	130 pm		Starlight	NO PERMIT/ Fire-lane	
Trailer	11/1/2022	830 am		Candlelight	trailer	
Toyota	10/31/2022	1045 am	302 Candlelight Drive	Neighboring driveway	Invalid Pass	parked in 294 spot with 302 tag
Ford	10/27/2022	2:00 PM		Candlelight	NO PERMIT	
Lexus	10/25/2022	3:00 PM		Firelight	NO PERMIT/ Fire-lane	
Jeep	10/25/2022	3:00 PM	155 Aurora Lights Drive	Candlelight	Fire-lane	
Ford	10/25/2022	815 am		D-Building	No Parking Area/ Trailer	
Toyota	10/24/2022	2:00 PM		Neighboring driveway	NO PERMIT	
Toyota	10/24/2022	2:00 PM		Neighboring driveway	3-cars-wide/ no permit	
Nissan	10/18/2022	330 pm		Candlelight	NO PERMIT/ Fire-lane	
Dodge	11/18/2022	330 pm		Firelight	NO PERMIT/ Fire-lane	
Trailer	10/17/2022	1:00 PM		Candlelight	Trailer	
Subaru	10/29/2022	9:00 AM	394 Candlelight Drive	Candlelight	Fire-lane	
bus	10/27/2022	815 am		Overflow Parking	NO PERMIT/ rv	
Chevy	10/27/2022	815am		Candlelight	NO PERMIT/ Fire-lane	
Ford	11/1/2022	11:00 AM	417 Firelight Drive	Overflow Parking	Abandoned Vehicle	Vehicle moved
Ford	10/27/2022	240 pm	417 Firelight Drive	Overflow Parking	Snow removal	Snet Snow Removal Info

17 October 2022

Firelight Meadows – Unit Owners Association Board of Directors

Owner – Rosalie Roeder 155 Aurora Lights Drive Condo 19B

I could not attend the annual meeting but I did phone in. I had questions that I wanted to ask but unfortunately when I attempted to ask a question I was cut off. That explains why I am writing to the Board.

My first question concerns the repair of the roofs. Carol quoted that each owner would be obligated to pay \$33,000 which is an **exorbitant amount of money**. With 80 condo owners and 136 chalet owners, a total of 216 FLM owners assessed \$33,000 this would equal \$7,128,000. We are FLM not the Yellowstone Club or the Spanish Peaks Mountain Club. Since we have yet to select a contractor where has Carol arrived at this amount of money? Before such an undertaking as this can take place we as home owners must be individually contacted and given an opportunity to discuss this. According to the ByLaws the owners of FLM must approve such an undertaking. I agree with the home owner who stated at the annual meeting we need an assessment of a credible firm as to what is causing the leaking issues to determine which way to proceed to fix the problem. In any event I and other home owners want to see the actual estimate from the firm who will do the work, not from someone on the Board. We want to see what we are actually paying for. Are all owners aware of the roofs being replaced as well as the cost to each of us? My answer to that would be **NO**.

My next question, what is the amount of insurance money that FLM has for roof repair and how much do we have in the reserve funds which can be used for roof replacement or repair. Quoted in the By Laws Article IX 9.01 the Board of Directors are to provide for a reserve as shall be reasonable for repair and replacement of the roofs? We home owners keep hearing we do not have a large amount of reserve funds. I have been an owner at FLM since 2002. HOA fees have been collected since that time and possibly before 2002, a total of 20+ years with periodic increase in the fees. I have not seen any large projects requiring a huge amount of money during my 20+ years at FLM so my question,

where have the monies gone? Are there “**projects**” costing money that the owners are not aware of?

By Laws Article IX Section 9.01 states the Board of Directors have the power to periodically provide for the financial records of the Association to be either audited or to have an Independent Account’s Review Report prepared by a certified public accountant, the audit or review shall be performed by a certified public accountant other than the Association’s accountant. There has never been an audit in my 20 years of living at FLM. Yes, it is costly but all owners do pay HOA fees and the cost should be taken from the HOA fees.

By Laws are basic rules for the regulation of an organization/association. FLM has adopted By Laws and my observation, some are followed and others are ignored.

I am not standing alone as other owners have concerns as well. These concerns should be brought up at the Board Meeting and home owners allowed to comment. I **expect** and **want** feedback for the concerns I have addressed to the Board. I may be reached at 254-702-6590.

I realize each Board member is a volunteer but in accepting these positions each of you has the responsibility to act in the best interest of all the owners and to handle our resources with care.

Rosalie Roeder  
(Ret) Colonel  
US Army