



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

BOARD OF DIRECTORS MEETING

Firelight Board Meeting

Apr 11, 2023, 6:00 – 8:00 PM (America/Denver)

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Date: Tuesday, April 11, 2023	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		Julie	-
6:00	• Member Forum (new items for next agenda)		-
6:05	• Minutes of March Board Meeting	Julie	Approve
6:10	• Schedule Next Board Meeting	All	
New Business			
6:15	• Landscaping Maintenance Contract	Julie	Vote
6:30	• Landscaping Walkthrough Schedule	HPM	Discuss
Old Business			
6:35	• Roofing Committee Update	Committee	Discuss
6:45	• Irrigation Update	Mike	Discuss
Reports			
6:55	• Declaration/By-Law Re-write Update	Julie	-
7:00	• Property Management Report	HPM – Dan/Mike	Review
7:05	• Rule & Parking Enforcement Reports	HPM - Derek	Review
7:10	• Roof Leak Report	HPM -Julie	Review
7:15	• Owner Communications	HPM	Review
Adjourn		Julie	

Firelight Board Meeting
Tuesday, March 14, 2023, 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included Julie Brown, Carol Powell, Jim Dolan, Matt Walker, Bob Cundey and Tom Marino. The owners present included Sara Berkstresser, Karla Yeager, Nick Barrantes, Mary Stiebler, Cackie Brosseau, Becky Brockie. Others present included Ty Moline of Agency Insurance, Julie Burgess, Dan Lukas, Derek Weinrich, Mike Palmer and Scott Hammond of Hammond Property Management.

CALL TO ORDER

Julie Brown called the meeting to order at 6:03 PM.

Minutes of February Board Meeting

Powell motioned to approve the minutes as presented of the February Board Meeting. Cundey seconded. All were in favor and the minutes were approved.

NEW BUSINESS

Financial Update:

Powell presented the financial update stating that several CDs were renewed with interest rates between 5.00% and 5.40%, much higher rates than previous terms. She will be following up with multiple owners that are past due. Expect roof snow removal to be over budget, not all invoicing submitted at this time.

Insurance:

Moline and Powell explained that the current Nationwide Policy will be cancelled April 2023. The state of Montana is included with other Western States that are susceptible to wildfires. Moline has experienced this issue with other renewals this year. There are a couple insurance carriers that could potentially insure the HOA. Currently it is a tough market for insurance in the Big Sky area. Expect potential increase of 25% for insurance premiums.

OLD BUSINESS

Roofing Committee Update:

Palmer reported it has been a good winter to review heat loss and the roof issues. The committee is still working on creating a Request for Proposal (RFP). Working with different entities; roofing consultants, architect, engineers and building envelope specialists to develop the scope of work for the RFP. Palmer reiterates that no contractors have been enlisted. Hoping to have pricing on the design work for the next meeting.

Irrigation Update:

Palmer reported that HPM is exchanging information with the Peak Water engineer. The irrigation system was installed in five different phases by different contractors which creates inconsistencies, such as connections and piping used. The recommendations in the report will be shared with the landscaping committee.

With the work completed last fall, eliminating zones. HPM is cautiously hopeful that will provide improvements to the current system. Doug Gion will continue to work with the irrigation system and has provided been an integral part of the irrigation project.

Water Sewer Update:

Nothing to report for the district creation. Gallatin County is working on verifying the signatures on the petition.

REPORTS

Declaration and By-Law Rewrite Update:

Powell has contacted the Attorney. More to report next month.

Property Management Report:

Lukas presented the manager's report, which was included in the meeting packet. Focusing on the highlights of the report. Currently, the crew is pulling snowpack, the condo buildings and the entrances are completed. The cleanup team will be following after pulling the pack. The preventative roof shoveling team has been working on chalet valleys and condo buildings. Lukas shared potential wall heaters replacements for the condo buildings which has tamper proof thermostats. The emergency lights in building D have been installed. The outlets for engine block heaters in the condo parking lots have been repaired.

HPM will follow up with the recycling bins to make sure we have the same receptacles.

The gas meter roofs are covered with ice. The roofs were originally installed to protect the meters. Once the snow is gone, HPM will look into bids to replace the roofs. HPM team has shoveled paths to the meters this year.

Rule & Parking Enforcement Reports:

Derek W. presented the highlights of rule enforcement report, which was included in the packet. One vehicle was towed, which had an invalid parking permit for the wrong unit number. No one has utilized the optional short-term parking program temporarily initiated at the January meeting.

There was an incident with someone tagging vehicles with similar parking stickers, that do not have the Hammond Property Management logo or contact information.

Roof Leak Report:

The 2022-2023 Firelight Roof Leak reports included in the packet was reviewed. Roof leaks were decreasing with the preventative shoveling. There was a surge with the high temperatures this weekend. The roof snow removal crews have been working on the active leaks.

Owner Communications:

No submissions this month.

Adjourn

The meeting adjourned at 6:42 PM.



Firelight BOD Meeting 04.11.2023
Managers' Report

Campus Wide

- Working with Cu electric on campus streetlights
- Continue campus trash pick up
- Working with Matt Huggins at West Fork Utilities on potential irrigation upgrade
- Refill dog waste stations
- Snow removal for hydrants and propane tanks
- Shoveled multiple units with leaks
- Acquired contractor for siding/soffit repairs
- Monitoring drains during seasonal warming
- Scheduled large drywall company and painter to work on interior roof leak repairs

Condos

- Weekly Walkthroughs of condo buildings
- Monitored in wall heaters throughout buildings, gathering second estimate for replacement cost
- Shoveled shed roofs over entryway
- Checked all LED overhead lighting throughout buildings
- Removed snow/ice next to buildings with heavy accumulation
- Confirmed with painter about completion of deck staining (Summer 2023)

Chalets

- Removed large icicles throughout campus
- Repaired Stop sign after damage caused by vehicle
- Finished pulling snowpack on Candlelight Dr.

Compactor

- Removed trash from compactor enclosure area- ongoing
- Reset power for compactor (usually on cold mornings)
 - Acquiring with electrician to have unit hardwired
- Continued snow removal for compactor area
- Chipped ice area in and around compactor

Upcoming Items:

- Spring Dumpster April 17- May 1
- Chimney Cleans and Inspections: May 1-5

FIRELIGHT RULE ENFORCEMENT REPORT APRIL

Unit	Date of Infraction	Category	Action Taken	Warning Issued	Fine Issued	Notes
473 Firelight Drive	04/07/23 11:53 AM	Other	First Warning	TRUE		Occupancy Limits
434 Firelight Drive	04/07/23 11:52 AM	Other	First Warning	TRUE		Occupancy Limits
58 Candlelight Drive	04/07/23 11:30 AM	Other	First Warning	TRUE		Occupancy Limits
336 Candlelight Drive	04/05/23 1:45 PM	Other	First Warning	TRUE		door needs to be painted
365 Firelight Drive	04/05/23 9:22 AM	Other	First Warning	TRUE		garage and front door needs to be painted.
140 Candlelight Drive	04/03/23 8:29 AM	Garbage	First Warning	TRUE		garbage over flowing
504 Firelight Drive	03/30/23 12:49 PM	Garbage	First Warning	TRUE		groceries left outside
85 Aurora Lights Drive A11	03/29/23 1:05 PM	Parking	First Warning	TRUE		trailer
376 Candlelight Drive	03/28/23 8:43 AM	Parking	First Warning	TRUE		trailer
85 Aurora Lights Drive A09	03/28/23 8:39 AM	Garbage	First Warning	TRUE		throwing garbage on top of trash compactor
70 Candlelight Drive	03/27/23 12:09 PM	Garbage	First Warning	TRUE		garbage left on stoop
448 Firelight Drive	03/13/23 10:13 AM	Garbage	First Warning	TRUE		not proper trash can

FIRELIGHT PARKING ENFORCEMENT REPORT APRIL

Make of Vehicle	Date	Time	Unit/Tag Number	Location	Comments	Office Notes
Trailer	03/31/23	11 am	85 Aurora Lights Drive A11	A-Building	trailer	
Ford	03/31/23	10 am	85 Aurora Lights Drive A03	A-Building	Snow removal	
Ford	03/30/23	10 am		Neighboring	Blocking Neighbor	
Ford	03/29/23	3 pm	85 Aurora Lights Drive A14	B-Building	Snow removal	
Ford	03/29/23	3 pm	85 Aurora Lights Drive A03	A-Building	Snow removal	
Ford	03/29/23	3 pm	85 Aurora Lights Drive A14	A-Building	Snow removal	
Ford	03/31/23	11 am	85 Aurora Lights Drive A03	A-Building	Snow removal	
Ford	03/29/23	3 pm	85 Aurora Lights Drive A14	A-Building	Snow removal	
Subaru	03/27/23	1 pm		B-Building	Snow removal	
Subaru	03/27/23	1 pm		Overflow	NO PERMIT	
Ford	03/29/23		230 85 Aurora Lights Drive A13	A-Building	Invalid Pass	old tag
Toyota	03/24/23	930 am	173 Candlelight Drive	Neighboring	Blocking Neighbor	Fine
Trailer	03/22/23	1100 am	138 Starlight Drive	Overflow	trailer	Also had unauthorized parking sticker. Trailer parked on campus

Firelight Roof Leaks 2022 - 2023

Unit/ Address	Date Reported	Leak Location	Follow Up Comments
173 Candlelight	12/12/22	Vent area	none, roof shoveled which stopped leak
192 Candlelight	12/27/22	Vent area kitchen, heat tape not working	roof shoveling scheduled 12/28
167 Candlelight	12/28/22	Master Bathroom	Roof shoveling scheduled for 12/28, NOTE: place plywood on hot tub
A13	01/11/23	outlet	Roof shoveling
167 Candlelight	01/11/23	drywall bubbling and electrical switches shocking owners	Grizzly Electric checked outlets and Rich Bennett checked moisture readings
406 Firelight	01/16/23	Front Entry; contacted by Go Big	Roof Shoveled 01/16/23
B12	01/16/23	kitchen	Roof Shoveled 01/16/23
328 Candlelight	01/16/23	Kitchen Fan	
156 Candlelight	01/18/23	master bedroom	Roof Shoveled 01/18
365 Firelight	01/18/23	master bedroom	reported by construction crew; roof shovel scheduled
A19	01/19/23	beam in living room	drywall damage, roof shovel scheduled
B18	01/20/23	leak	stay mt reporting, will send pictures, roof shoveled
173 Candlelight	01/30/23	continued from 12/12; from vent return	roof shovel vent area
D20	01/30/23	exterior wall above window	roof shoveled 1/31
B16	01/29/23	exterior wall	roof shoveled 01/29/23
B12	02/01/23	kitchen where vaulted meets flat; continued 01/16	roof shoveling scheduled; working on condos this week
229 CL	02/05/23	roof leak - kitchen window	roof shoveling requested
A11	02/06/23	window in kitchen	Already shoveled; crew will review and roof shoveling scheduled
191 CL	02/08/23	kitchen, above fridge adjacent to front door	roof shoveling, 02/08/23
B11	02/08/23	kitchen where vaulted meets flat	roof shoveling
A Building	02/08/23	first entry on the back - entry way	5 gallon bucket to catch leak; roof shoveling
B17	02/10/23	Master bedroom	roof shoveling scheduled
338 FL	02/21/23	Kitchen ceiling vent	roof shoveled
337 FL	02/22/23	kitchen ceiling vent	leaking since 01/16, drywall damage, roof shoveled
207 CL	03/13/23		roof shoveling scheduled
D Building	3/13/2023	Entrance	roof shoveling scheduled
B Building	3/13/2023	Entrance	roof shoveling scheduled
D19	03/14/23	kitchen near window	roof shoveled
B13	03/15/23	master bedroom window, livingroom slider - walls damp and puddle forming in bedroom	roof shoveled
B4*	03/16/23	bedroom wall above baseboard; wall leak	Area shoveled around wall
A Building	03/17/23	Entrance hallway	discovered from A11 dishwasher; called unit's PM
A13	03/17/23	exteriour wall	roof shoveled
D16	03/17/23	Master bedroom	roof shoveled
D6	03/17/23	Wall of master bedroom from D16	roof shoveled
406 FL	03/18/23	Entrance	roof shoveled
B17	03/21/23	Bedroom window	roof shoveled; drywall damage in pictures
170 FL	03/21/23	leak above kitchen window	roof shoveled
215 CL	03/21/23	Master bedroom closet - mold in carpet	roof shoveled;newman restoration 03/22 3:30
192 CL	03/23/23	Vent in kitchen	roof shoveled
D18	03/23/23	bedroom window wall	roof shoveled
A17	03/23/23	masterbedroom window	roof shoveled
B11	03/23/23	kitchen	roof shoveled
C14	03/26/23	bedroom ceiling and corner	roof shoveled
A20	03/26/23	guest bedroom	roof shoveled
A11	03/27/23	kitchen window	roof shoveled
215 CL	03/31/23	other bedroom and upstairs leak	roof shoveled
B15	04/01/23	multiple rooms	roof shoveled; multiple rooms
B16	04/03/23	kitchen window; recurring from January	roof shoveled
328 CL	04/03/23	kitchen entry way	mccarthy; substantial wall damage
191 CL	04/03/23	back patio door out let	roof shoveled
288 FL	04/03/23	loft closet	roof shoveled
353 FL	04/03/23	Kitchen	roof shoveled
496 FL	4/7/2023	Bedroom Closet	roof shoveled