



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

BOARD OF DIRECTORS MEETING

Firelight Monthly Board Meeting

April 9, 2024, 6:00 – 8:00 PM (America/Denver)

<https://meet.goto.com/490034557>

You can also dial in using your phone.

Access Code: 490-034-557

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

Date: Tuesday, April 9, 2024	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		Carol	-
6:00	• Member Forum (new items for next agenda)		-
6:05	• Minutes of March Board Meeting	Carol	Approve
	• Minutes of Special Board Meeting 02/13/24	Carol	Approve
	• Minutes of Special Board Meeting 02/29/24	Carol	Approve
6:15	• Schedule Next Board Meeting	All	
New Business			
6:20	• Financial Update	Carol	-
6:30	• Roof Project Update	Carol	
6:45	• Declarations Update	Carol	-
6:55	• Insurance Update	Carol	-
7:10	• Landscape Contract	Carol	Approve
7:20	• Water Sewer District Update	Karen	-
7:30	• Water Infrastructure		
Old Business			
7:30	• Landscape Committee	Julie	-
Reports			
7:40	• Property Management Report	HPM – Dan/Mike	Review
7:45	• Rule & Parking Enforcement Reports	HPM	Review
7:50	• Owner Communications	HPM	Review
Adjourn		Carol	

Firelight Board Meeting
Tuesday, March 5, 2024, 6:00 PM
Meeting Minutes

Attendance

Board members in attendance included Carol Powell, Julie Brown, Bob Cundy, Becky Brockie and Karen Macklin. Others present included Derek Weinrich, Julie Burgess, Dan Lukas, and Mike Palmer of Hammond Property Management.

CALL TO ORDER

Carol Powell called the meeting to order at 6:08 PM.

Minutes of February Board Meeting

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

Schedule Next Board Meeting

The next board meeting is scheduled for Tuesday, April 9th, 2024, at 6:00 PM at the Hammond Property Management Conference Room.

NEW BUSINESS

Financial Update:

Powell discussed that one of the large past due accounts has been paid off. The CDs are coming due and may be moving to a potential lending bank.

Landscape Committee:

The March landscaping meeting is delayed. Lukas and Burgess met with the Big Sky Community Organization regarding trails.

Roof Update:

The Board reiterated that they are confident with Twilight Roofing as contractor for the project. All were in favor of working with Twilight. The group reviewed the Townhall Packet. Both the architect and Twilight will be invited to the April Board Meeting.

Discussion was held regarding financing options for the Roofing Project. Information from lenders will not be available for the March 12th Townhall meeting. Subject tabled till the April Board Meeting.

Water Sewer District Update:

Macklin reported the Water Sewer volunteers have been meeting. Postcards will go out to both registered voters and firelight owners that are registered outside of the district. The county requires a 40% vote for the district to be created.

Insurance Amendment:

Risk Strategies reviewed the resolution, Margot Ogburn will be making the revisions. Documents and ballots will go out in the mail.

REPORTS

Declaration and By-Law Rewrite Update:

Powell reported the attorney is delayed with the 16th amendment.

Property Management Report:

Lukas presented the manager's report, which was included in the meeting packet. Lukas has been working on removing icicles and repairing heat tape. Contractor has been enlisted to work on estimate for soffit repair which is not in the scope of the roof project. Staining touch ups will be conducted after roofing project, if the roof project is delayed the touch ups will be completed this summer. Lukas is working on bid for alarm panels in the condo buildings. There is one unit per building. Dave's Lock and Key received deposit and will start the repair for condo doors.

A discussion was held regarding the pressure spike event on January 6, 2024.

Rule & Parking Enforcement Reports:

Weinrich presented the rules and parking enforcement report, which was included in the packet.

Adjourn

The meeting adjourned at 7:26 PM.

Firelight Board Special Meeting
Tuesday, February 13, 2024, 5:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Carol Powell, Julie Brown, Tom Marino, Karen Macklin, Becky Brockie, Bob Cundey, Matt Walker. Roofing committee members in attendance included, Jeff Alger and Sara Berkstresser. Others present included Mike Palmer and Julie Burgess of Hammond Property Management and Erik Bonnett, architect of Studio co + hab.

CALL TO ORDER

Powell called the meeting to order at 5:07 PM.

Quorum was established. The group will make a decision regarding 1) tear off or no tear off, 2) considering alternates, 3) selecting contractors. Discussions were held regarding all three items.

Having reviewed and discussed the roofing bids the Board and committee recommends to not tear off existing roof, not accepting alternates from the RFP, and selected Twilight Roofing as the contractor for the roofing project.

Adjourn

The meeting adjourned at 6:02 PM.

Firelight Board Meeting
Thursday, February 29, 2024, 5:00 PM
Meeting Minutes

Attendance

Board members in attendance included, Carol Powell, Julie Brown, Karen Macklin, Becky Brockie, Matt Walker. Others present included the HOA's attorney Margot Ogburn, Julie Burgess and Mike Palmer of Hammond Property Management and Yale Rosen, Tom Beatty, and Cindi Penny of Risk Strategies.

CALL TO ORDER

Carol Powell called the meeting to order at 5:00 PM.

Quorum was established. The Board discussed the proposed amendment.

Powell motioned to approve the proposed amendment as revised during the meeting with written ballot to owners. Macklin seconded the motion. All were in favor and the motion carried.

Adjourn

The meeting adjourned at 6:45 PM.

Firelight Meadows Owners Association

Balance Sheet

As of March 31, 2024

Accrual Basis

	<u>Mar 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Operating Bank Accounts	
1st Security Operating 3557	171,710
1st Security Money Market 1164	30,177
1st Security Petty Cash 3007	5,414
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Total Operating Bank Accounts	207,301
Reserve Bank Accounts	
American Bank 2739	47,072
Edward D Jones	1,859,851
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Total Reserve Bank Accounts	1,906,923
	<hr/>
Total Checking/Savings	2,114,224
Accounts Receivable	
Accounts Receivable	47,942
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Total Accounts Receivable	47,942
Other Current Assets	
Prepaid Legal	1,000
Undeposited Funds	3,775
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Total Other Current Assets	4,775
	<hr/>
Total Current Assets	2,166,941
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TOTAL ASSETS	<u>2,166,941</u>
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	68,407
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Total Accounts Payable	68,407
Other Current Liabilities	
Landscape Upgrades Payable	51,971
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Total Other Current Liabilities	51,971
	<hr/>
Total Current Liabilities	120,378
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**Firelight Meadows Owners Association
Balance Sheet**

Accrual Basis

As of March 31, 2024

	<u>Mar 31, 24</u>
Total Liabilities	120,378
Equity	
Reserve Fund Balance	
Reserve CondoCarpet Replace...	25,000
Reserve Fund Balance - Other	<u>1,994,043</u>
Total Reserve Fund Balance	2,019,043
Retained Earnings	(49,963)
Net Income	<u>77,483</u>
Total Equity	<u>2,046,563</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,166,941</u></u>

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

January through March 2024

Accrual Basis

	Jan - Mar 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Quarterly Assessment Income			
Chalet - Quarterly Assessment	207,808	207,773	35
Condo - Quarterly Assessment	136,080	136,075	5
Total Quarterly Assessment Income	343,888	343,848	40
Finance and Late Fee Charges	3,223	0	3,223
Membership Dues	0	0	0
Parking Income	7,300	0	7,300
Fine Income for Violations	0	0	0
Total Income	354,411	343,848	10,563
Gross Profit	354,411	343,848	10,563
Expense			
General Common Expenses			
Insurance	0	0	0
Landscape and Sprinkler			
Landscape Management	0	0	0
Landscape Tree & Pesticides	36,197	40,000	(3,803)
Irrigation Maintenance	0	0	0
Total Landscape and Sprinkler	36,197	40,000	(3,803)
Landscape Upgrades	0	0	0
Trash Removal	8,871	13,000	(4,129)
General Maintenance & Repairs	54,405	25,000	29,405

Firelight Meadows Owners Association
Profit & Loss Budget vs. Actual
 January through March 2024

Accrual Basis

	Jan - Mar 24	Budget	\$ Over Budget
Snow Removal	76,741	76,741	0
Roof Snow Removal	69,062	50,000	19,062
Management Company	31,153	31,152	0
Parking Rule Enforcement	13,612	13,612	0
Accounting	5,190	5,190	0
Legal - General	10,148	5,750	4,398
Legal - Water & Sewer Issues	153	2,500	(2,347)
Legal Reimbursed by Owner	(2,366)	0	(2,366)
Office Expense	769	1,050	(281)
Postage & Delivery	93	130	(37)
Meeting Expense	0	500	(500)
Total General Common Expenses	304,029	264,626	39,403
Limited Common Expense - Chalet			
Chimney Cleaning - Chalet	0	0	0
Total Limited Common Expense - Ch...	0	0	0
Limited Common Expense - Condo			
Carpet Replacement	0	1,250	(1,250)
Condo Utilities - Building	3,315	4,650	(1,335)
Telephone Condo Fire Alarm Syst	1,374	1,350	24
Condo - Cleaning and Rugs	3,200	6,225	(3,025)
Fire Alarm System Monitoring	243	656	(413)
Fire Extinguisher Inspection	0	761	(761)

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

January through March 2024

Accrual Basis

	Jan - Mar 24	Budget	\$ Over Budget
Maintenance & Repair Condo Only	4,962	875	4,087
Total Limited Common Expense - Co...	13,094	15,767	(2,673)
Roof Project (new account)	2,605	0	2,605
Total Expense	319,728	280,393	39,335
Net Ordinary Income	34,683	63,455	(28,771)
Other Income/Expense			
Other Income			
Service Charge Water & Sewer	0	0	0
Postage Income	50	0	50
Insurance Claim Income	0	0	0
Edward D Jones Interest Income	42,333	0	42,333
Savings Interest Income	417	0	417
Total Other Income	42,799	0	42,799
Other Expense			
Reserve Expenses	0	0	0
Federal Income Tax on Interest	0	0	0
Water & Sewer Delinquent paid	0	0	0
Reserve Contribution	0	58,200	(58,200)
Total Other Expense	0	58,200	(58,200)
Net Other Income	42,799	(58,200)	100,999
Net Income	77,483	5,255	72,228



Firelight Meeting Managers' Report
04.09.24

- ❖ Projects in progress
 - Resent notice to owners for window replacement/repairs
 - Working with Mike McCarthy to minimize roof snow removal
 - Working with Mountain Alarm for Fire Alarm Panel upgrades
 - Working with Buffalo to install new flooring in 2 remaining mech rooms from pressure spike event
 - Installing new fire lane signs throughout campus
 - Creating list of foreseeable maintenance issues
 - Looking for new contractors to fabricate metal shed roofs for propane meters at condos

- ❖ Campus
 - Pulled remaining snowpack and cleared storm drain covers
 - Replaced dog waste bags as needed
 - Walked campus for post winter trash and delineator pickup– ongoing
 - Realign street signs – ongoing
 - Realign parking blocks

- ❖ Condos
 - Scheduled Dave's Lock and Key to install new door locking mechanisms (April 10-11th)
 - Installed two replacement fans for B building
 - Completed drywall repairs from pressure spike damage
 - Repaired broken parking outlets

- ❖ Chalets
 - Removed large icicles
 - Started touch up painting as weather permits
 - Repaired broken gutter at unit 360
 - Completed flooring repairs from sewage backup

- ❖ Compactor
 - Removed trash from compactor enclosure area
 - Chipped out ice from dumpster enclosure



FIRELIGHT RULE ENFORCEMENT REPORT APRIL 2024

Unit	Date of In	Category	Action Taken	Warning Issued	Notes
50 Firelight Drive D07	03/29/24	Garbage	First Warning	TRUE	trash outside of compactor
50 Firelight Drive D15	03/28/24	Hallway Storage	First Warning	TRUE	bench in hallway
207 Candlelight Drive	03/20/24	Window Covering	First Warning	TRUE	Screen off kitchen window

FIRELIGHT PARKING ENFORCEMENT REPORT APRIL 2024

Make of Vehicle	Date	Unit/Tag Number	Location	Towing	Comments
Audi	04/02/24	155 Aurora Lights Drive B01	B-Building		Invalid Pass
Chevy	04/02/24		C-Building		NO PERMIT
Buick	04/02/24	50 Firelight Drive D13	D-Building		NO PERMIT
Ford	04/02/24		D-Building		NO PERMIT/ flat
Hyundai	04/02/24		A-Building		NO PERMIT
Jeep	04/02/24		A-Building		NO PERMIT
Honda	04/02/24		A-Building		NO PERMIT
Chevy	04/02/24		B-Building		NO PERMIT
Subaru	04/02/24		Overflow Parking		NO PERMIT
Chevy	04/02/24		Overflow Parking		Abandoned Vehicle/
Chevy	03/28/24	130 Starlight Drive - not associated with this unit	Overflow Parking	Towed	Abandoned Vehicle
Toyota	03/26/24		Overflow Parking		NO PERMIT/trailer/ multiple spots
Ford	03/14/24		Overflow Parking		NO PERMIT
Jeep	03/14/24		Overflow Parking		NO PERMIT
Ford	03/14/24		Overflow Parking		NO PERMIT
Nissan	03/14/24		Overflow Parking		NO PERMIT
Audi	03/14/24		Overflow Parking		NO PERMIT
Toyota	03/14/24		Overflow Parking		NO PERMIT
Toyota	03/14/24		Overflow Parking		NO PERMIT
Jeep	03/14/24		Overflow Parking		NO PERMIT
GMC	03/11/24		Overflow Parking		No Parking Area
Jeep	02/29/24		Overflow Parking		Snow removal
Chevy	02/29/24		Overflow Parking		Snow removal