



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

**BOARD OF DIRECTORS MEETING**

**Firelight Monthly Board Meeting**

May 14, 2024, 6:00 – 8:00 PM (America/Denver)

<https://meet.goto.com/549796981>

**You can also dial in using your phone.**

Access Code: 549-796-981

United States: [+1 \(312\) 757-3121](tel:+13127573121)

<b>Date:</b> Tuesday, May 14, 2024	<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>		Carol	-
6:00	• Member Forum (new items for next agenda)		-
6:05	• Minutes of April Board Meeting	Carol	Approve
6:10	• Schedule Next Board Meeting	All	
<b>New Business</b>			
6:15	• Financial Update	Carol	-
6:20	• Roof Project Update	Carol	
6:35	• Declarations Update	Becky	-
6:50	• Insurance Update	Carol	-
7:05	• Water Sewer District Update	Becky	-
7:20	• Nomination for vacant Board Position	Julie	Motion
<b>Old Business</b>			
7:35	• Landscape Committee	Julie	-
<b>Reports</b>			
7:40	• Property Management Report	HPM – Dan/Mike	Review
7:45	• Rule & Parking Enforcement Reports	HPM	Review
7:50	• Owner Communications	HPM	Review
<b>Adjourn</b>		Carol	

**Firelight Board Meeting**  
Tuesday, April 9, 2024, 6:00 PM  
Meeting Minutes

**Attendance**

Board members in attendance included Carol Powell, Julie Brown, Bob Cundy, Becky Brockie, Karen Macklin, Matt Walker and Tom Marino. Owners Present Katie Grice, Richard Schwalbe, Jeff Gill, Julia Bryant and Nick Barrantes, Laura Gregory and Dean Dobson, Luis Barrantes, Mary Stiebler, Wayne Froboese, Maria Zimmerman, Rosalie Roeder, Pat Krause, and Jamie Anderson. Others present included Derek Weinrich, Julie Burgess, Dan Lukas, Mike Palmer and Scott Hammond of Hammond Property Management.

CALL TO ORDER

Powell called the meeting to order at 6:00 PM.

**Minutes of March Board Meeting, Special Board Meeting 02/13/24, and Special Board Meeting 02/29/24**

***Brown motioned to approve the minutes included in the packet with suggested edits. Brockie seconded. All were in favor and the minutes were approved.***

**Schedule Next Board Meeting**

The next board meeting is scheduled for Tuesday, May 14th, 2024, at 6:00 PM at the Hammond Property Management Conference Room.

NEW BUSINESS

**Financial Update:**

Powell discussed the financials included in the meeting packet, noting general maintenance, roof snow removal and legal line items are over budget.

**Roof Update:**

Powell discussed payment division from the Townhall Roofing meeting. Condo owners would like to pursue other options than the standard division. The Board met with the HOA's attorney. The roofing project could be divided to chalet owners pay 63% and condo owners pay 37% of the total project costs. The wording in bylaws history in budget promotes this option. The Board could accept this division without the amendment process due to the budget history.

Powell discussed this division would be made for future expenses and would be presented to ownership for the 2025 proposed budget, which the ownership votes to approve.

***Brown motioned to separate the roof project only with chalet owners paying 63% and condo owners paying 37% of project costs. Macklin seconded the motion. Two board members were in favor, two were opposed, two abstained, the motion was denied.***

The Board will continue to move forward to find solutions, including a 17<sup>th</sup> amendment specific to the division of the roofing project. Roofing project updates will continue to be on the monthly agenda.

Discussion was held regarding financing options for the Roofing Project.

**Insurance Declaration Update:**

The 16<sup>th</sup> Insurance Amendment passed with the vote count exceeding the required threshold. The Board will sign the resolution and will be added to the governing documents file. The insurance renewal is April 24, 2024.

**Landscape Contract:**

*Powell motioned to accept the landscape contract with Precision Lawn and Snow Services as proposed. Brockie seconded, the motion carried.*

**Water Sewer District Update:**

Macklin reported the Water Sewer volunteers have created posters for the condo buildings and banners for campus to continue to inform residents of the vote. The county requires 40% positive votes to create the district. There will be another round of mailings and door hanger communications. Ballots will be sent out April 19<sup>th</sup> for the May 7<sup>th</sup> election.

**Water Infrastructure:**

A discussion was held regarding the January 6<sup>th</sup> pressure spike event. Hammond Property Management has been inspecting units for pressure reducing valves, which most buildings have pressure reducing valves. The Board is waiting for feedback from Margot Ogburn on how to proceed with HLH.

OLD BUSINESS**Landscape Committee:**

The committee meetings were delayed with the current Board Projects. Brown will be communicating with the committee to schedule regular meetings the first Tuesday of the month. Owners that are interested in volunteering for the committee should reach out to Hammond Property Management.

**Management Contract:**

The Hammond Property Management contract is up for renewal in January 2025. Margot Ogburn, the HOAs attorney created the HPM contract and can not review for the Board due to conflicts of interest. The Board approves to work with attorney Brant Beaudry of Big Fork, MT for management contract review.

REPORTS**Property Management Report:**

Lukas presented the manager's report, which was included in the meeting packet. Lukas is working with a new contractor on condo shed roofs over propane meters. Dave's Lock and Key will start the repair for condo doors April 10<sup>th</sup>. Two new condo fans were replaced for B building which decreases the temperature variance. More replacement fans are on order. Broken parking outlets were repaired. The team is continuing work with Buffalo Restoration from the pressure spike event and sewage back up event.

**Rule & Parking Enforcement Reports:**

Weinrich presented the rules and parking enforcement report. Rule enforcement will be focusing on spring clean-up. One vehicle was towed last month.

**Adjourn**

The meeting adjourned at 7:53 PM.

**Firelight Meadows Owners Association**

**Balance Sheet**

**Accrual Basis**

As of March 31, 2024

	<u>Mar 31, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Operating Bank Accounts</b>	
1st Security Operating 3557	165,729
1st Security Money Market 1164	30,177
1st Security Petty Cash 3007	5,414
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<b>Total Operating Bank Accounts</b>	201,320
<b>Reserve Bank Accounts</b>	
American Bank 2739	47,072
Edward D Jones	1,859,851
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<b>Total Reserve Bank Accounts</b>	1,906,923
<b>Total Checking/Savings</b>	2,108,243
<b>Accounts Receivable</b>	
Accounts Receivable	47,892
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<b>Total Accounts Receivable</b>	47,892
<b>Other Current Assets</b>	
Prepaid Legal	1,000
Undeposited Funds	3,775
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<b>Total Other Current Assets</b>	4,775
<b>Total Current Assets</b>	2,160,911
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<b>TOTAL ASSETS</b>	<b>2,160,911</b>
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<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	77,529
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<b>Total Accounts Payable</b>	77,529
<b>Other Current Liabilities</b>	
Landscape Upgrades Payable	51,971
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<b>Total Other Current Liabilities</b>	51,971
<b>Total Current Liabilities</b>	129,500
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**Firelight Meadows Owners Association**  
**Balance Sheet**

**Accrual Basis**

As of March 31, 2024

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	<b>Mar 31, 24</b>
<b>Total Liabilities</b>	129,500
<b>Equity</b>	
<b>Reserve Fund Balance</b>	
Reserve CondoCarpet Replace...	25,000
Reserve Fund Balance - Other	1,994,043
<b>Total Reserve Fund Balance</b>	2,019,043
<b>Retained Earnings</b>	(49,963)
<b>Net Income</b>	62,330
<b>Total Equity</b>	2,031,411
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,160,911</b>

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

Accrual Basis

January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Quarterly Assessment Income</b>			
Chalet - Quarterly Assessment	207,808	207,773	35
Condo - Quarterly Assessment	136,080	136,075	5
<b>Total Quarterly Assessment Income</b>	343,888	343,848	40
<b>Finance and Late Fee Charges</b>	3,223	0	3,223
<b>Membership Dues</b>	0	0	0
<b>Parking Income</b>	7,300	0	7,300
<b>Fine Income for Violations</b>	0	0	0
<b>Total Income</b>	354,411	343,848	10,563
<b>Gross Profit</b>	354,411	343,848	10,563
<b>Expense</b>			
<b>General Common Expenses</b>			
Insurance	0	0	0
<b>Landscape and Sprinkler</b>			
Landscape Management	0	0	0
Landscape Tree & Pesticides	36,197	40,000	(3,803)
Irrigation Maintenance	0	0	0
<b>Total Landscape and Sprinkler</b>	36,197	40,000	(3,803)
<b>Landscape Upgrades</b>	0	0	0
<b>Trash Removal</b>	11,794	13,000	(1,206)
<b>General Maintenance &amp; Repairs</b>	63,527	25,000	38,527
<b>Snow Removal</b>	76,741	76,741	0
<b>Roof Snow Removal</b>	69,062	50,000	19,062
<b>Management Company</b>	31,153	31,152	0
<b>Parking Rule Enforcement</b>	13,612	13,612	0
<b>Accounting</b>	5,190	5,190	0
<b>Legal - General</b>	10,148	5,750	4,398
<b>Legal - Water &amp; Sewer Issues</b>	153	2,500	(2,347)
<b>Legal Reimbursed by Owner</b>	(2,366)	0	(2,366)
<b>Office Expense</b>	769	1,050	(281)
<b>Postage &amp; Delivery</b>	93	130	(37)
<b>Meeting Expense</b>	0	500	(500)
<b>Total General Common Expenses</b>	316,074	264,626	51,448
<b>Limited Common Expense - Chalet</b>			
Chimney Cleaning - Chalet	0	0	0

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

Accrual Basis

January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget
Total Limited Common Expense - Ch...	0	0	0
<b>Limited Common Expense - Condo</b>			
Carpet Replacement	0	1,250	(1,250)
Condo Utilities - Building	4,772	4,650	122
Telephone Condo Fire Alarm Syst	1,374	1,350	24
Condo - Cleaning and Rugs	4,800	6,225	(1,425)
Fire Alarm System Monitoring	243	656	(413)
Fire Extinguisher Inspection	0	761	(761)
Maintenance & Repair Condo Only	4,962	875	4,087
<b>Total Limited Common Expense - Co...</b>	<b>16,151</b>	<b>15,767</b>	<b>384</b>
Roof Project (new account)	2,605	0	2,605
<b>Total Expense</b>	<b>334,830</b>	<b>280,393</b>	<b>54,437</b>
<b>Net Ordinary Income</b>	<b>19,581</b>	<b>63,455</b>	<b>(43,874)</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Service Charge Water & Sewer	0	0	0
Postage Income	0	0	0
Insurance Claim Income	0	0	0
Edward D Jones Interest Income	42,333	0	42,333
Savings Interest Income	417	0	417
<b>Total Other Income</b>	<b>42,749</b>	<b>0</b>	<b>42,749</b>
<b>Other Expense</b>			
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)
<b>Total Other Expense</b>	<b>0</b>	<b>58,200</b>	<b>(58,200)</b>
<b>Net Other Income</b>	<b>42,749</b>	<b>(58,200)</b>	<b>100,949</b>
<b>Net Income</b>	<b>62,330</b>	<b>5,255</b>	<b>57,076</b>



Firelight Meeting Managers' Report  
5.14.24

- ❖ Projects in progress
  - Resent notice to owners for window replacement/repairs
  - Continuing work with Buffalo on one remaining unit in condo building C
  - Began campus cleanup
    - Pulled delineators
    - Trash pickup
- ❖ Campus
  - Obtained bid for shed roof replacement
  - Monitored spring dumpster
  - Installed new fire lane signs throughout campus
  - Replaced dog waste bags as needed
  - Realign street signs – ongoing
  - Realign parking blocks
  - Raked up loose gravel from winter sanding
  - Measure trail to get cost of gravel for trail system
  - Working on estimate for vole mitigation
- ❖ Condos
  - Dave's Lock and Key completed install of new door locking mechanisms
  - Installed replacement fans for A, B and C building
  - Repaired siding on D13
  - Replaced air freshener cartridges throughout
  - Reinforced partially rotted deck support board
- ❖ Chalets
  - Started touch up painting as weather permits
  - Completed flooring repairs from sewage backup
  - Repaired garage door damage from snow removal
- ❖ Compactor
  - Removed trash from compactor enclosure area
  - Lowered thermostat on hydraulic fluid reservoir for summer temps
  - Added door stoppers to the compactor doors





**FIRELIGHT RULE ENFORCEMENT REPORT MAY 2024**

Unit	Date of Infraction	Category	Action Taken	Warning Issued	Notes
365 Firelight Drive	05/03/24 9:27 AM	Propane Grills	First Warning	TRUE	propane grill
434 Firelight Drive	05/03/24 9:27 AM	Deck Storage	First Warning	TRUE	siding broken on hot tub
269 Candlelight Drive	05/03/24 9:26 AM	Other	First Warning	TRUE	Christmas tree
116 Candlelight Drive	05/03/24 9:25 AM	Deck Storage	First Warning	TRUE	random patio items
140 Candlelight Drive	05/03/24 9:25 AM	Deck Storage	First Warning	TRUE	cider blocks, random wire conduit
302 Candlelight Drive	05/03/24 9:23 AM	Other	First Warning	TRUE	not storage for ramps
376 Candlelight Drive	05/03/24 9:20 AM	Deck Storage	First Warning	TRUE	firewood
386 Candlelight Drive	05/03/24 9:16 AM	Deck Storage	First Warning	TRUE	carpet and other random garbage
56 Starlight Drive	05/01/24 8:44 AM	Pets	First Warning	TRUE	Dog unleashed
130 Starlight Drive	04/30/24 10:39 AM	Garbage	First Warning	TRUE	trash out after trash day
140 Candlelight Drive	04/30/24 10:39 AM	Garbage	First Warning	TRUE	trash out after trash day
50 Firelight Drive D15	04/25/24 12:45 PM	Deck Storage	First Warning	TRUE	computer chair
50 Firelight Drive D07	04/25/24 12:39 PM	Deck Storage	First Warning	TRUE	chair
50 Firelight Drive D20	04/25/24 12:38 PM	Propane Grills	First Warning	TRUE	grills
50 Firelight Drive D10	04/25/24 12:36 PM	Deck Storage	First Warning	TRUE	Christmas lights
85 Aurora Lights Drive A04	04/25/24 12:36 PM	Dog-waste	First Warning	TRUE	dog waste
85 Aurora Lights Drive A07	04/25/24 12:35 PM	Dog-waste	First Warning	TRUE	dog waste
85 Aurora Lights Drive A09	04/25/24 12:33 PM	Garbage	First Warning	TRUE	random garbage on deck
155 Aurora Lights Drive B13	04/25/24 12:32 PM	Deck Storage	First Warning	TRUE	garbage on deck
155 Aurora Lights Drive B15	04/25/24 12:31 PM	Deck Storage	First Warning	TRUE	base board outside
155 Aurora Lights Drive B17	04/25/24 12:30 PM	Other	First Warning	TRUE	screen door
296 Firelight Drive	04/24/24 2:28 PM	Other	First Warning	TRUE	Christmas lights
304 Firelight Drive	04/24/24 2:28 PM	Other	First Warning	TRUE	Christmas lights
297 Firelight Drive	04/24/24 2:28 PM	Other	First Warning	TRUE	Christmas lights
325 Firelight Drive	04/24/24 2:27 PM	Other	First Warning	TRUE	cigarette butts
329 Firelight Drive	04/24/24 2:27 PM	Other	First Warning	TRUE	Christmas lights
397 Firelight Drive	04/24/24 2:26 PM	Other	First Warning	TRUE	Christmas tree
489 Firelight Drive	04/24/24 2:26 PM	Other	First Warning	TRUE	cigarette butts in lawn
496 Firelight Drive	04/24/24 2:25 PM	Other	First Warning	TRUE	cigarette butts in lawn
472 Firelight Drive	04/24/24 2:25 PM	Other	First Warning	TRUE	Christmas lights
406 Firelight Drive	04/24/24 2:24 PM	Other	First Warning	TRUE	pizza grill
398 Firelight Drive	04/24/24 2:24 PM	Other	First Warning	TRUE	firewood
115 Starlight Drive	04/24/24 2:23 PM	Other	First Warning	TRUE	patio storage
308 Firelight Drive	04/24/24 2:22 PM	Other	First Warning	TRUE	grill, cigarette butts in lawn
351 Candlelight Drive	04/24/24 2:21 PM	Garbage	First Warning	TRUE	cigarette butts in lawn
319 Candlelight Drive	04/24/24 2:21 PM	Dog-waste	First Warning	TRUE	dog waste
277 Candlelight Drive	04/24/24 2:20 PM	Other	First Warning	TRUE	exposed wires
269 Candlelight Drive	04/24/24 2:19 PM	Deck Storage	First Warning	TRUE	Christmas tree, random garbage
221 Candlelight Drive	04/24/24 2:16 PM	Other	First Warning	TRUE	bikes in front, Styrofoam
215 Candlelight Drive	04/24/24 2:14 PM	Dog-waste	First Warning	TRUE	dog waste
173 Candlelight Drive	04/24/24 2:14 PM	Garbage	First Warning	TRUE	side of unit not storage area for porch furniture
124 Candlelight Drive	04/24/24 2:11 PM	Garbage	First Warning	TRUE	cigarette butts in lawn
140 Candlelight Drive	04/24/24 2:11 PM	Deck Storage	First Warning	TRUE	Christmas trees, piping along side of home, cement blocks
156 Candlelight Drive	04/24/24 2:08 PM	Other	First Warning	TRUE	sand bag and beer boxes
184 Candlelight Drive	04/24/24 2:07 PM	Other	First Warning	TRUE	dead plants on patio
260 Candlelight Drive	04/24/24 2:05 PM	Other	First Warning	TRUE	fire wood
352 Candlelight Drive	04/24/24 2:04 PM	Garbage	First Warning	TRUE	cigarette butts in lawn
116 Candlelight Drive	04/24/24 2:03 PM	Garbage	First Warning	TRUE	garbage left out after trash day
359 Candlelight Drive	04/22/24 8:03 AM	Other	First Warning	TRUE	Christmas lights
224 Candlelight Drive	04/18/24 9:50 AM	Other	First Warning	TRUE	construction materials in driveway blocking neighbors driveway
120 Firelight Drive C12	04/17/24 2:21 PM	Charcoal Grill	First Warning	TRUE	not permitted; owner respoed electric model
50 Firelight Drive D04	04/17/24 2:21 PM	Pets	First Warning	TRUE	unleashed
120 Firelight Drive C11	04/17/24 1:07 PM	Hallway storage	First Warning	TRUE	chair in hallway
50 Firelight Drive D15	04/17/24 1:07 PM	Hallway storage	First Warning	TRUE	table in hallway
221 Candlelight Drive	04/15/24 1:13 PM	Other	First Warning	TRUE	too many bikes out, max 4
354 Firelight Drive	04/15/24 11:59 AM	Pets	\$300 Fine	TRUE	Pets unleashed
207 Candlelight Drive	04/12/24 11:27 AM	Window Coverings	First Warning	TRUE	screen removed
79 Starlight Drive	04/08/24 8:10 AM	Garbage	First Warning	TRUE	garbage overflowing, birds already picking at it
361 Firelight Drive	04/08/24 8:03 AM	Garbage	First Warning	TRUE	garbage overflowing

**FIRELIGHT PARKING ENFORCEMENT REPORT MAY 2024**

Make of Vehicle	Date	Unit/Tag Number	Location	Towing	Comments
Ford	5/1/2024		Firelight		No permit/ fire-lane

## Owner Communications

My brother and I are considering purchasing the firelight that we are currently renting, and as silly as it may sound, the ability to have a sauna on the back deck is playing a role in our decision. The “approved and not approved items” list for the back yard under “Rules and regulations” had no mention of saunas but stated that the purpose of the list is to maintain a clean and tidy campus. We would be looking to purchase a newer “barrel style” sauna, as well as upgrade our hot tub at some point.

The sauna that we are currently considering is a 3 person sauna that measures 59”x81” per the retailer’s website and would fit on the unused side of our deck without touching the building or overhanging the concrete deck. I have attached some images outlining the dimensions of the proposed sauna as well as a rendering made with my very amateur photoshop experience.

If the board has any further questions or concerns please feel free to contact me!

Thank you again!





