

**STARLIGHT PINES HOMEOWNERS ASSOCIATION**  
**Minutes of the Regular Meeting of the Board of Directors**  
**Saturday, July 13, 2019**  
**Starlight Pines Community Center**

**1. Call to Order /Determine a Quorum**

Bill Patterson acted as Chairman of the Meeting and introduced the newly elected Board Members who were all present: Bill Patterson, Dave Janecke, Connie Kiser, Sue Davis, Bill Cross, Bill Stephens, Kim Traver and Rosemary Brown-Jaeger. The Chairman announced that there was a quorum present to conduct business. Others present were Members as recorded on the sign-in sheet.

**2. Pledge of Allegiance**

Bill Patterson led all in the Pledge of Allegiance.

**3. Presentation and Certificate of Board of Directors election results.**

Naila Erwin, Election Committee Chairperson, reported on the results of the recent Board of Directors election. The official certified voting results were:

Rosemary Brown-Jaeger	70	Bill Patterson	73
Bill Cross	75	Bill Stephens	80
Sue Davis	76	Kim Traver	78
Connie Kiser	77	Dave Janecke	77

**Motion: Connie Kiser moved and Bill Patterson seconded a Motion to accept the official election voting results for the Board of Directors for the 2019-2020 year, as presented by the Election Committee.**

No Members asked questions or expressed comments.

**The Motion passed unanimously.**

**Presentation to former Board President Mike Bradley:** A quilt made by Kim Traver, was presented by Naila Erwin and Kim Traver to Mike Bradley in appreciation for his service to this Community.

**4. Election of Officers**

Connie Kiser presented the following as a slate of Officers to serve on the Board of Directors for the 2019-2020 year:

President:	Dave Janecke
Vice-President:	Bill Patterson
Secretary:	Connie Kiser
Treasurer:	Sue Davis

There were no other nominations from the Board.

**Motion: Connie Kiser moved and Bill Cross seconded a Motion to elect the above slate of Officers to serve during the 2019-2020 year.**

No Members asked questions or expressed comments.

**The Motion passed unanimously.**

Dave Janecke took over as President of the Association.

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- Cash on hand or in the bank: \$261,937.87
- Current Liabilities: \$168,960.50, including \$154,051.95 for 11 months of Projected Budget Payables in FY 2019-2020.
- Replacement Reserves: \$87,824.00, Compactor Renovation Funds were moved to the Budget.
- Total Liabilities and Replacement Reserves are \$256,784.50.
- Equity/Undesignated Funds on June 30, 2019 were \$5,153.37.
- The SPHOA is in a sound financial condition but must continue to find sources of income to repay reserve funds borrowed to renovate the compactor site and to support required HOA expenses while building financial and replacement reserves for the future.

#### **6.4 2019-2020 Assessments as of June 30, 2019 - \$26,516.41 in unpaid Assessments**

- 14 members (2%) had unpaid Assessments, Late Charges, and interest totaling \$11,023.82 that was carried forward and added to their 2019-2020 assessment account balance.
- 54 members (9%) have not paid their 2019-2020 Annual Assessment.
- 14 members (2%) have paid a semi-annual installment.
- 530 members (87%) have paid their 2019-2020 assessment in full.

Discussion: Bill Patterson asked if the number of Members who have not yet paid Annual Assessments for this year is typical. Sue indicated that it is typical and billings with late fees and interest are going out.

#### **6.5 CC&R Violation Fines outstanding as of June 30, 2019**

**36 Members** owe a total of \$43,417.04 in CC&R Violation Fines. The increase is due to accruing Firewise fines and abatement costs.

- Ground Fires  
\$1,100.00 – **3 Members** owe fines for Ground Fires. One member is making monthly payments.
- Firewise  
\$34,837.04 – **19 Members** owe Firewise fines: 3 from 2014 (1 lot abated on 11/18/2018), 14 from 2017 (7 still Firewise noncompliant and being abated, Fines accruing at \$100 a month), and 2 from 2018.
- Bark Beetle Infestations  
\$6,780.00 – **11 Members** owe Bark Beetle Violation Fines. All are now BB compliant. 4 lots were abated. Cost of abatement was billed to lot owners.
- Building in Disrepair (CC&R 3.10)  
\$450.00 – **1 Member**
- Architectural Committee Violations (CC&R 3.24 Improvements without AC approval)  
\$250.00 – **1 Member**

#### **6.6 TPT Activity**

The Starlighters Auxiliary reported no retail sales of merchandise or food in June 2019 but delivered end of June sales funds to the Treasurer in July. The Treasurer filed a June no sales report with ADOR and paid no sales tax for June 2019.

#### **6.7 Banking Issues**

The Board needs to authorize new signatories on SPHOA bank accounts at Bank of the West and BBVA Compass Bank. This issue is on the agenda later in the meeting.

Board Member Bill Cross has recommended that the Board authorize the Treasurer to open an interest bearing federally insured liquid certificate of deposit that earns a higher rate of interest than we are earning at Bank of the West and BBVA Compass. The Treasurer has contacted



- Reviewed 1 electrical plan for a hot tub
- Reviewed plans for new paint and a new roof
- Issued 15 RV permits

There have also been several people who have inquired about new-builds on vacant lots. The AC is recommending that people contact the Committee prior to getting plans prepared in order to make sure everything that is required is included in the drawings.

**8.2 Greenbelt Committee – Bill Stephens – Board Liaison; Don Cacioppo, Chair; Dave Lutz, Buddy & Sue Peck, Dave Ihns, and Dan & Margaret Knox.**

Don Cacioppo reported that they are continuing to look for Bark Beetle infestations. A few of the old reflectors marking the boundaries in the Greenbelt were replaced, but more are needed and have been ordered. The next task will be to finish thinning the east Greenbelt which contains numerous oak clusters.

**8.3 Firewise Education Committee (FEC) – Bill Patterson – Board Liaison; Open Chair; Brian Birtwistle, Linda Knaeble, Larry Butler, Bob Dahlgren, Dave & Pam Ihns, Paula & Tom Osterday, Dave Lutz, Dan & Margaret Knox, and Conrad Davis.**

Conrad Davis reported that Lots 201 – 400 have now been inspected for Firewise compliance this year. The green Lot Inspection Forms and letters of explanation were mailed June 17, 2019 to Lot Owners. Thinning was not included in this year's inspections. Out of the 200 lots originally inspected, 96 passed (48%), and 104 failed one or more of the six (6) criteria listed on the form. Following is a summary of the number of failures for each Firewise criteria listed:

Criteria	Number of Lots Failing
1. Dead and Down	45
2. Firewood	23
3. Dead Standing	32
4. Laddering	43
5. Thinning	0 – not required in 2019
6. Raking	6

Conrad Davis indicated the number of violations for Dead and Down and Dead Standing are significant because those violations create a habitat for Bark Beetles. Ten Bark Beetle trees have recently been identified, independent of the regular Firewise inspections. As of Tuesday, 16 failing Lots have now been re-inspected and all but 2 passed, so 56% of the failing lots are now Firewise compliant. Conrad asked the Board to review the brochure contained in their packets entitled "Why and How to Thin Your Trees" with the "Rules for Thinning" printed on the back. Conrad indicated that the Firewise Committee wants to send a brochure like this to all Lot Owners in Starlight Pines letting them know that, according to the US Forest Service, the best time to thin and ladder trees is in the late summer or early fall. Conrad explained some of the information contained in the brochure about availability of water to only so many trees on a lot and guidelines for thinning. Conrad also discussed the recommended guidelines for measuring and spacing of trees in order to determine which ones need to be removed or thinned. He said we need to be thinning on all of our lots to allow the remaining pines to have more water and be healthier in order to fight off Bark Beetle infestation. Discussion was held on the pros and cons for mailing the brochure to all Lot Owners, and whether or not to include technical information and mathematical formulas for determining the spacing and/or need for removal of certain trees.

Don Cacioppo – Lot 75 - Don indicated that if at some point we are going to enforce thinning, he recommends that there be some type of training session for all of the Firewise inspectors because there are currently differing opinions on what is and isn't required under the various criteria. One person has one slant on an issue and another person inspects the same lot and has a different slant. His concern is that there needs to be consistency among the inspectors in understanding what is expected in order to become Firewise compliant. Rosemary Brown-Jaeger added that if thinning is going to be enforced, then the Firewise Committee needs to meet and agree on the number of trees that should be allowed on a lot. Conrad Davis also added that there are no solid rules about thinning, and sometimes trees can be healthy but there are just too many of them. The one thing that could be addressed is the number of trees on an acre lot because here is information on that, but then you have areas taken up by driveways, houses and tool sheds, so it is really not an acre of growing area, but rather a half acre which would support a fewer number of trees. Conrad further added that the other rule of thumb is measuring the diameter and calculating the distance between trees, but there are really no hard and fast rules. The Firewise Committee may need to meet and talk through flexibility on the thinning issue.

Don Cacioppo asked whether we are we talking about an educational program or enforcement. To suggest something and educate someone is not talking about enforcement. Rosemary Brown-Jaeger suggested that the Firewise Committee members should all be on the same page in regard to thinning – 8 feet, 10 feet, between trees, etc.

Bill Patterson suggested that guidelines need to be presented by the Committee on how they plan to do this. It is his understanding that the educational aspect would happen first, with the Committee piloting what they believe the procedures to be, and then when the 3-year Firewise inspection cycle goes back to Lots 1-200, Firewise could start enforcing the thinning.

Mike Bradley commented that he thinks that the Firewise Committee better be prepared for thinning to always be educational. You could reach out to Firewise on the National level to ask them how they approach this issue. This cannot be an isolated issue for Starlight Pines. Enforcement of thinning has to be done in small steps, not major ones. Maybe start with the issue of pine pole tree and the oak clusters. If the Committee sets up a standard around pole trees and oak clusters you will have accomplished a lot. Telling people to cut down large pine trees won't fly.

Sue Davis recommended that we use the media center at the Community Center for a meeting of the Firewise Committee, with pictures of oak clusters and pole trees so they can discuss and agree on what would or wouldn't be acceptable.

Dave Janecke suggested that in the Newsletter Article there also be a request for volunteers from the Community to be trained to become Firewise Inspectors – we need volunteers from the Community so that more people become involved in this process.

Ray Weimer - Lot 148 - Ray said he had to call Clear Creek Disposal this morning to let them know the blue bin in the parking was overflowing with trash. They came right away to haul it off and replace it with an empty bin. They are keeping us out of trouble with all the excess trash at the temporary site. Bill Patterson commented that the SPHOA is paying for this service and suggested that we give them a gratuity ad in our quarterly Newsletter. In order to avoid any



**11. New Business:**

**11.1 – Bank Account signatures and Resolutions:**

Sue Davis indicated that because we have a new Board Officer and President, David Janecke, she is asking for Board approval for Corporate Resolutions to change the names of the current signers on the SPHOA bank accounts with Bank of the West and BBVA Compass Bank. The third Corporate Resolution being submitted for approval would be for AmTrust Bank, a Division of New York Community Bank, which will allow her in the future to open a CD, as recommended by Bill Cross. Sue Davis is recommending four signatories on all SPHOA bank accounts: David W. Janecke (President), Sue Ann Davis (Treasurer), John W. Stephens (Director at Large), and Patricia Birtwistle (Community Manager/Employee). The Resolutions will also serve to remove Mike Bradley, who is still listed as a signer on two of the accounts. It was noted that two signatures will continue to be required on any checks over \$1,999.99.

**Motion: Connie Kiser moved and Bill Patterson seconded a Motion to remove Mike Bradley as a signer on the SPHOA bank accounts and to adopt the attached Corporate Resolutions for Bank of the West, BBVA Compass Bank, and AmTrust Bank, a Division of New York Community Bank, identifying the new bank account signers to be: David W. Janecke (President), Sue Ann Davis (Treasurer), John William Stephens (Director), and Patricia Birtwistle (Community Manager).**

No Members asked questions or expressed comments.

**The Motion passed unanimously.**

**12. Adjourn:**

There being no further business to come before the Board, the President asked that the meeting be adjourned. The next Board meeting will be on August 10, 2019 at the Community Center.

**Motion: Connie Kiser moved and Rosemary Brown-Jaeger seconded a Motion to adjourn the meeting.**

No Members asked questions or expressed comments.

**The Motion passed unanimously.**

Submitted by:

Board Approved On: \_\_\_\_\_

\_\_\_\_\_  
Connie Kiser, Secretary

Approved:

\_\_\_\_\_  
Dave Janecke, President

STARLIGHT PINES HOMEOWNERS ASSOCIATION,  
An Arizona Non-profit Corporation

BBVA COMPASS BANK  
2019 Corporate Resolution

The undersigned does hereby certify that she is the duly elected and acting Secretary of Starlight Pines Homeowners Association, an Arizona non-profit Corporation, hereinafter called Corporation, and has the custody of the corporate records, minutes, and corporate seal; that at a meeting of the Board of Directors of the Corporation duly called, convened and held in accordance with its Articles of Incorporation and By-laws, and with law, on the 13th day of July, 2019, at which a duly authorized quorum of the members of the Board of Directors of the Corporation were present in person or by phone conference, the following Resolutions were duly adopted in accordance with the Articles of Incorporation and By-laws and are now in full force and effect:

RESOLVED that BBVA Compass Bank, an Arizona banking corporation, (hereinafter called the Bank) hereby is designated as the depository in which funds of this Corporation may be deposited, and that any one of the following named persons:

<u>Name</u>	<u>Title</u>
David W. Janecke	President
Sue Ann Davis	Treasurer
John W. Stephens	Board of Directors Member
Patricia Birtwistle	Community Manager/Employee

be and they are hereby authorized to sign checks of this Corporation and orders for the payment of money withdrawing funds from this Bank, and the Bank be, and is hereby authorized and directed to honor and pay checks and orders so executed or drawn, whether such checks or orders be payable to the order of the person or persons signing the same, and that any one of the said persons named above be, and hereby is, authorized to endorse for deposit, credit or negotiation any and all checks, drafts, notes, bills of exchange or other evidences of indebtedness and orders for the payment of money belonging to, payable to or in the possession of this Corporation without designation of the person making the same; and

RESOLVED FURTHER that the foregoing Resolution shall remain in full force and effect until written notice of an amendment or rescission thereof shall have been delivered and receipted for by the Bank, and

RESOLVED FURTHER that the Secretary of this Corporation be, and she is hereby authorized and directed to certify to said Bank these resolutions and that the provisions thereof are in conformity with the Articles of Incorporation and the By-laws of this Corporation; and

RESOLVED FURTHER that said persons named above, are authorized to execute any and all needed signature cards required by the Bank.

IN WITNESS WHEREOF, the undersigned has executed this Certificate of Corporate Resolutions on this \_\_\_\_\_ day of July, 2019.

STARLIGHT PINES HOMEOWNERS ASSOCIATION,  
An Arizona Non-profit Corporation

By

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Connie Kiser, Secretary