

**STARLIGHT PINES HOMEOWNERS ASSOCIATION**  
**Minutes of the Regular Meeting of the Board of Directors**  
**Saturday, June 12, 2021**  
**Starlight Pines Community Center**

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

President Dave Janecke called the meeting to order at 9:00 a.m. Board Members present in person were: President Dave Janecke, Vice President Bill Patterson, Secretary Connie Kiser, Treasurer Sue Davis, and Directors at Large Bill Cross, Dan Knox and Gary Hanson. Kim Traver appeared by phone. The President announced that there was a quorum to conduct business.

Others present were the Community Manager and Association Members as recorded on the sign-in sheet.

**2. Pledge of Allegiance -** The President led all in the Pledge of Allegiance.

**3. Minutes from Previous Meetings**

The Regular and Executive Session Board Minutes from May 15, 2021 will be submitted for approval at the Annual Board Meeting to be held on Monday, June 14, 2021 at the Community Center.

**4. Treasurer's Report**

The Treasurer's Report for May 31, 2021 will be submitted for approval at the Annual Board Meeting to be held on Monday, June 14, 2021

**5. Community Manager's Report – Patricia [Trisha] Birtwistle:**

Trisha submitted her report as follows:

With assessment payments, Firewise inspections, Bark Beetle trees, election ballots, escrow demands, statements for members refinancing, all three HOA meetings this week-end, appeals, architectural requests, trash compactor abuse, complaints, and the Starlighters' functions at the Community Center, I am doing my best to keep up with everything. If anyone would like the full list please let me know.

**Committee Reports:**

**5.1 Architectural Committee (AC) – Kim Traver - Chair/Board Liaison;** Ken Grode and Don Morden

There was a written report submitted indicating the following:

- Two raised flower beds and decks that were built prior to asking for AC approval re now approved.
- Approved one deck ramp
- Approved one fence
- Approved three paint sample/requests for cabins.
- Approved one new barn, fence and horse corral
- Sent one RV/trailer violation and approved 5 RV permit requests

**5.2 Greenbelt Committee – Don Cacioppo - Chair;** Buddy & Sue Peck, Dave Ihns, Dan & Margaret Knox, Paul & Gayle Budrick. Don Cacioppo reported:

In May the Greenbelt Committee took on the responsibility for cleaning up the outdoor space of the Community Center. The first cleanup was done over a two-day span to trim shrubs and trees, trimming weeds/grass, and raking of pine needles and other debris. Thank you to Buddy



Peck and Dan Knox for their participation and a special thanks to Trisha Birtwistle and Steve Yeary. Requests for inspections of trees in two sections of the Greenbelts were responded to and several dead standing trees were marked on Owner's lots and communicated to the office. Four trees in the crosscut Greenbelt were marked as possible beetle or dying and will be monitored by the closest lot owner. In May the Committee started the project of laddering up pine trees beginning in the east Greenbelt. They completed about a third of it over a two-day period, with three trailer loads being taken to Bly pit for disposal. Thank you to Dan Knox, Dave Lutz and Buddy and Sue Peck. Buddy and Sue also went back the next day and removed additional piles that were not able to be removed from the previous day. They went out to cut down a tree of medium size and by the time they were finished they had to cut down several other trees nearby that were infested. If you are walking the Greenbelt, or live near the Greenbelt and see a tree that looks like it may be Bark Beetle infested, please call the office to report it. There was discussion regarding how quickly Bark Beetle infested trees are turning brown and the signs to look for.

**5.3 Firewise Education Committee (FEC) – Bill Patterson - Board Liaison; Conrad Davis, Chair;** Brian Birtwistle, Larry Butler, Bob Dahlgren, Dave & Pam Ihns, Paula & Tom Osterday, Dave Lutz, Dan & Margaret Knox, John & Patty Motley, Doug & Cindy Sparks. Conrad Davis reported:

On behalf of all the members of the Firewise Committee who did such a good job on the 2020 inspections, he is happy to report that Lots 401-613 are now 100% compliant. This year's inspections are ongoing through the first three weeks in June. The results are due to be mailed on June 22. As a result of our severe drought conditions, bark beetle activity is much higher this year. At this time last year we had no reported bark beetle trees. By contrast, this year we have already had 30 lots with one or more infested trees. Trisha sent him a story that she found on line, and a link to the Bark Beetle Reduction Cost Share Program was included. He has attached the flyer. It looks like a very good thing, but we can't use it till mid-September. He talked to Cori Dolan, who is the program manager. To get the money, one of their inspectors must inspect the tree and verify that it is infested, and unfortunately no inspectors will be available till mid-September because they are all currently on fire fighting duty. However, when the inspectors become available, we can give or send this flyer to lot owners when we tag a bark beetle infested tree. The flyer is pasted on the second page of this report. Several weeks ago, Bill Patterson asked Conrad to investigate a very distressed juniper. Since I could not determine the cause, I asked the Forest Service for help. Brece Hendrix responded and also offered to provide us with some information about new funding for Firewise related clean-up. She was going to leave some information at the Community Center, but instead sent Trisha an e-mail this past week. Below is an excerpt from that e-mail:

I wanted to reach out to you regarding some additional funding through the Natural Resources Conservation Service (NRCS) to assist with hazardous fuels reduction and improving forest health within your community. The NRCS currently has an "Incentives Program" open that provides assistance to landowners to improve forest stand conditions. The deadline for this funding is June 18, 2021; however, this is likely to be postponed. The process is almost identical to the EQIP program except the Incentives program is a longer term/gradual treatment over a 5-year period rather than the typical 1-2 years with the EQIP program. If this is something that your HOA would like to pursue, please let me know and we can assist you with the application process.

When he called Brece, she gave him the names of the people in charge of NCRS and EQIP programs and suggested that we apply to both. She also promised more information about both

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programs. As soon as Conrad has any applicable information, he will let the Board know, and he will ask Trisha to put out an e-mail blast to the Community if the Board approves. Inspections for lots 1-200 are now taking place, and the results are due to be mailed on June 22. Brian Birtwistle and Conrad inspected lots 167-200. Although about two-thirds of lots needed a little clean up, all of the lot owners they met had a very positive attitude. Firewise is looking forward to another successful year

One other thing that is important is that he has been in contact with Johnathan Chee, who is a Forester in Flagstaff and has funding monies through the NCRS and it amounts to about \$1,400 per lot for thinning which would be a big help to our lot owners. The process to get it is vague at this point, but Mr. Chee wants to come this week to drive around Starlight Pines with a map and mark the lots he thinks need thinning. If this is approved, they will then need to come up with some sort of metric on what work needs to be done on the individual lots.

**Motion: Bill Cross moved and Bill Patterson seconded a Motion to authorize Conrad to research and help facilitate the process needed in applying for funding from the Natural Resources Conservation Service (NRCS) to help pay for thinning of trees on lots in Starlight Pines determined to be in need of thinning.**

Bill Patterson suggested that we provide a vest for Mr. Chee when he is doing his tour in case he needs to go on to a lot to inspect it. Conrad indicated that at this point it is a visual tour from the street to determine the number of lots that need thinning. Bill Cross indicated that a vest would be advisable because some lots are situated so that he may have to walk on to the lot.

There was also a question on whether or not the NRCS would offer any guidance to lot owners on which trees need to be removed if thinning is recommended. Conrad explained all of that will have to be determined and the lot owner would probably have to sign off on it.

No Members asked further questions or expressed comments.

**The Motion passed unanimously**

Conrad also indicated that there is a Bark Beetle cost share program that the Federal Government has come up with but it doesn't go in to effect until September. If a Bark Beetle tree is identified, an inspector with the Forest Service and a contractor are called and the inspector then comes out here to reconfirm and also tag the tree. Once that is done the contractor cuts it down and the cost share program will pay for ½ the cost. All of the inspectors are fighting wild fires right now, but Conrad indicated that in the fall we will have more Bark Beetle trees and perhaps some of that cost sharing can be utilized at that time. There was discussion regarding our 30-day timeline for removal of Bark Beetle infested trees and how it could be challenging for our Community to get a Forest Service inspector out to tag the tree without exceeding the removal deadline being utilized in Starlight Pines.

Dave Lutz also indicated that the Forest Service has raised the restriction level to 2, so right now you can't use any gas-powered chain saws between 9:00 a.m. and 8:00 p.m.

**5.4 Property Rules Committee (PRC) – Bill Cross - Board Liaison, Brian Birtwistle, Chair, Rosemary Johnson; Stacy Frederick, and Le Ann McCoy**  
Bill Cross reported:

There are three lots that are continuing to accrue fines and one is appealing violations dating back to September 2020.

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The Committee also addressed:

- A noise complaint plus unsightly material
- A mattress under a front deck - which was removed
- One lot was re-inspected and passed
- A treehouse that will be painted in the next few weeks to bring it into compliance with the CC&Rs and Property Rules

#### **5.5 Newsletter - Alma Seward**

Alma Seward filed the following report:

Reminders were sent out June 1 to contributors and advertisers for submission of articles and ads for the 3<sup>rd</sup> quarter issue of the SPHOA Newsletter. Contributors and advertisers were asked to submit their materials on or before June 15. As of this date, she has received about 7 responses and will be sending out a follow-up reminder next Monday, June 14<sup>th</sup>.

We are looking forward to having three new advertisers for the 3<sup>rd</sup> quarter issue -- a net income gain of \$200. The 3<sup>rd</sup> quarter edition will be published by June 30 and mailed on the 1<sup>st</sup> or 2<sup>nd</sup> of July, for delivery the following week.

#### **5.6 Starlighters – Bonnie Steele**

Bonnie Steele submitted the following report:

- The Memorial Day Boutique was a huge success! Gross income was \$4883.51. The breakfast burritos, baked goods sale and sloppy joe lunches sold out! Happy Jack T-shirts were very popular and nearly sold out. All of the 2019 Ladies T-shirts in inventory were sold. Net income was \$4231.74. It took 25 volunteers to hold the Boutique and they are extremely thankful for their help! They also appreciate all of the baked goods that were donated. This is a wonderful Community!
- The Starlighters will be serving a BBQ lunch following the Annual Member Information Meeting today.
- The next community breakfast will be held on June 26<sup>th</sup>. Pancakes and sausages will be served. In June 2019 we served 85 breakfasts and this is one of their favorite menus so they will be prepared to serve 100 people.
- The next Starlighters meeting will be on Friday July 9<sup>th</sup> @ 10am.
- Our Starshine Quilting Group will meet on June 29<sup>th</sup> from 9am-noon.
- The plan is to sell Happy Jack Merchandise on July 3<sup>rd</sup> at the BRFD event from 8am-2pm.
- There will also be a pie and ice cream social on July 10<sup>th</sup> from 2-3:30pm.

#### **6. Community Comment:**

Dave Janecke opened the meeting to Members.

Caroline Weimer - Lot 148: Caroline said she cannot thank the Board enough for allowing the Starlighters to have their Boutique. It took a lot of work and it was very successful. This year vendors were beating down the doors to have a space at the Boutique so they may have to raise their table prices next year. The vendors were really happy with the sales they made. Caroline thanked everyone who helped – this can't be done alone. Caroline commented that she and Ray were having lunch and someone came up to them and indicated that Starlight Pines is the best Community up here. Caroline indicated our Community is what it is because of all the work the Board and our volunteers do.

#### **7. Old Business:**

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### 7.1 2021 Annual Election Update

Connie Kiser thanked Sue Davis for doing the Election Timeline every year. It is a huge help to everyone in keeping track of the various deadlines and dates during the election period. She reminded everyone to make sure they had voted in the election. Monday, June 14, 2021 is the last day to get your ballot in. It needs to be postmarked by Monday at midnight or personally deposited by noon on Monday in the ballot box located at the office. She also thanked everyone for coming to the meeting and said how nice it is to be able to again gather in person.

### 8. New Business - None

#### 8.1 Annual Membership Meeting

Dave Janecke indicated that the Annual Member Meeting and Firewise Recognition Day will begin at 10:00 a.m. this morning with speakers and then followed by lunch to be served around 12:30 p.m. by the Starlighters. Also, the Annual Board of Directors Meeting will be held on Monday, June 14, 2021 at 9:00 a.m. here in the Community Center, as required under our Bylaws.

### 9. Adjournment:

There being no further business to come before the Board, the President asked that the meeting be adjourned so we can proceed with the Annual Member Meeting and Firewise Recognition Day presentation.

**Motion: Bill Patterson moved and Dan Knox seconded a Motion to adjourn the meeting and proceed with the Annual Membership Meeting.**

No Members asked questions or expressed comments.

**The Motion passed unanimously.**

Submitted by:

Board Approved On:

7/10/21

151  
Connie Kiser, Secretary

Approved:

151  
Dave Janecke, President