

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of the Regular Meeting of the Board of Directors
Saturday, April 9, 2022
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, Treasurer Sue Davis, and Directors at Large Dan Knox, Gary Hanson and Bill Cross. There was difficulty with the conference phone and Board Secretary Samantha Wikoff could not get through and Director Kim Traver attended through a Board Member's cell phone put on speaker. Connie Kiser, Assistant to the Board Secretary, was there by phone in order to take Minutes. The President announced that seven of eight Board Members present established a quorum to conduct business. Others present were those Members listed on the attached sign-in sheet.

2. Pledge of Allegiance

The President led all in the Pledge of Allegiance.

3. Minutes from Previous Meetings:

March 12, 2022 Board of Directors Regular Meeting Minutes for both morning and afternoon sessions—Connie Kiser, Assistant to the Board Secretary

Motion: Dan Knox moved and Sue Davis seconded a Motion to approve the March 12, 2022 Meeting Minutes [both morning and afternoon sessions] as presented.

No Members asked questions or expressed comments.

The Motion passed unanimously.

March 12, 2022, Board of Directors Executive Meeting—Connie Kiser, Assistant to the Board Secretary

Motion: Dan Knox moved and Bill Cross seconded a Motion to approve the March 12, 2022, Board of Directors Executive Meeting Minutes as presented.

No Members asked questions or expressed comments.

The Motion passed unanimously.

4.0 March 31, 2022, Treasurer's Report

4.1 Documents distributed to the Board

- Year-to-Date (10 months) Account Balances from June 1, 2021, through March 31, 2022
- Income-Expense Statement for All Funds and HOA-Funds-Only compared to the 2021-2022 Budget as of March 31, 2022
- Transaction Report for March 2022 sent by electronic transmission for Board only
- Starlighters Auxiliary Transaction Report for March 2022 sent electronically to Starlighters Leaders
- All SPHOA funds are held in six (6) FDIC-insured accounts at three (3) banks, reconciled on the last day of the month, and filed in the Office for review by Members.

4.2. Year-to-Date Totals for HOA and Starlighters Income and Expenses as of March 31, 2022

	SPHOA Member Only Funds	Starlighters Nonmember Funds
Income:	\$158,032.51	\$17,366.25
Expenses:	<u>(\$142,228.74)</u>	<u>(\$16,016.05)</u>
Income Less Expenses:	\$ 15,803.77	\$ 1,350.20

4.3 Ten months of HOA Member income is at 87% of budget projections.

Line 4062 33 New Member Contributions

Line 4065 36 Disclosure Statements

Line 4066 No Refundable Building Cleanup Deposits have been forfeited to date.

Line 4067 CC&R, Architectural, and Property Rules fines collected

Line 4071 Bank interest for 5 accounts: .35%, 30%, .04%, and .01%

Line 4073 23 AC Plan Review fees

Line 4075 603 (99%) Members have paid their Assessments and are in good standing.

Line 4080 Undocumented Cash in Petty Cash audit.

Line 5070 Community Center Use Fees were not included in the Budget.

4.4 Ten months of HOA Member expenses are at 79% of budget projections.

Line 5000 2001 Annual Meeting and Firewise Day June 12, 2021

Line 5009 Payroll taxes, financial compilation, and income tax preparation

Line 5009.1 We have not purchased new accounting software. We are waiting for Julia and Michelle to get acquainted with HOA accounting before we make a software purchase decision.

Line 5010 Capital Improvement: Re-graded Dogie Tank Road, installed new Dogie Tank Road Gate, installed signs and reflectors at road and gate, installed Office LED light fixtures

Line 5023 Firewise Committee mailed 198 Firewise Letters and 198 EQIP MOUs to Owners of Lots 201-400, mailed EQIP packet to USDA Forest Service, and abated two bark beetle infested trees. The two owners have not paid the cost. SPHOA will pursue legal action against the owners.

Line 5050 Sam's Club, Community Association Institute (CAI) memberships

Line 5060 Arizona Corporation Commission annual report, fees to change our Statutory Agent from the Community Manager to the Mangum, Wall, Stoops & Warden law firm

Line 5080 Property and liability insurance premiums increased due to forest fire risk.

Line 6000 Legal (40-foot easement litigation, CC&R violation fine collections, legal interpretations of CC&Rs, Notary certification and supplies for Community Managers)

We established a \$4,000 Legal Reserve fund in 2021-2022 and increased it to \$7,000 in 2022-2023.

Line 6010 Lien Filing Fees were not budgeted. No funds were spent on Lien filings to date.

Line 6040 Community Center (CC) and grounds maintenance includes removing trees, repairing bulletin boards, CC cleaning, installing compactor cameras, locked outdoor Firewise mailbox, CC coat racks, purchased battery-powered grass trimmer, drip CC watering system, CC pest control services, Dogie Tank Road maintenance, signage, kitchen stove repair, food service license, annual generator maintenance, repair parts, and COVID supplies

Line 6055 Management and Payroll: Trisha Birtwistle resigned on 9/12/2021. Board hired Michelle King & Julia Harn as 50-hour-a-week job-share Community Managers. Michelle started on October 25th; Julia started on November 5th. Board should conduct a performance review in April 2022 and based on the review consider COLA raises.

Line 6055.1 Workers Compensation Insurance is a one-time annual premium adjusted by a January \$41.00 audit credit.

Line 6062 Undocumented Petty Cash expenditure

Line 6070 Newsletter is published four times a year. Non-member advertising contributes 52% of Newsletter expense.

Line 6080 Website: We may need to increase this expense if we want the website to play a bigger role in services to members.

Line 6083 Video conferencing is our Zoom contract. Zoom sound quality in CC meeting hall is not as satisfactory as we would like. Should we upgrade equipment or use another vendor?

Line 6090 Office supplies & equipment, i.e., printer ink cartridges, flash drives, a label printer, copy paper, file folders, memory sticks, security software, a small electric heater, and business checks.

Line 7010 Postage does not include Newsletter postage

Line 7020 Printing: We haven't printed election and assessment documents.

Line 7030 Refuse collection is running below the 10-month projection.

Line 7040 Compactor area maintenance is running below 10-month projection.

Line 7050 Perimeter Fence Maintenance is over budget because the board approved a new contractor rate in May 2021 after approving the 2021-2022 Budget on March 13, 2021.

Line 7060 Snow and ice removal is dependent on the weather

Line 7080 Property and income taxes are a one-time expense.

Line 7090 TDS rates increased. We used Arkadin conference calling during the pandemic. Arkadin is raising their rates in April 2022. We allow BRDWID to use our conference calling equipment and CC meeting hall for their meetings until they purchase Starlight Water Co. assets. We are tracking their use.

Line 8000 Travel Reimbursement has not been used.

Line 8010 Utilities are slightly over the 10-month projection. Electricity at Community Center and Compactor - \$2,051.92, Propane pre-buy - \$2,322.08 (\$2.29/gallon) and water - \$789.73.

Line 8019 No payments to Unallocated Cash Reserves have been made.

Line 8020 No payments to Replacement Reserves have been made.

4.5 Account Balances for fiscal year 2021-2022 as of March 31, 2022

Cash on hand in six (6) accounts at three (3) banks - \$242,373.31

Current Liabilities - \$67,704.08

Replacement Reserves - \$152,269.35

Total Liabilities and Replacement Reserves - \$219,973.43

Undesignated/Equity Funds - \$22,399.88

On April 4, after the date of her 3/31/2022 report, Sue Davis indicated that according to Board direction at last month's meeting, she did close the PNC Bank account and deposited the funds into our Bank of West operating account and disbursed \$20,000 to Sacks Tierney for our legal retainer. The rest of the PNC funds will remain at Bank of the West until she is able to open a new CD at New York Community Bank.

The SPHOA is in a sound financial condition but must continue to find sources of member income to support required HOA expenses while building future operating funds and replacement reserves.

4.6. Accounts Receivable - \$49,851.76

- a. Unpaid Assessments - 12 members - \$10,948.76
- b. Unpaid CC&R Violation Fines - 40 Members \$37,245.75
- c. Unpaid 1st Quarter 2022 Newsletter advertisers – 16 advertisers \$960.00

4.7. Vendor contracts will be up for renewal and Board approval at the May 14, 2022 Board meeting, the last Board meeting in fiscal year 2021-2022.

Sue pointed out that under 4.7 above, the Board will need to renew the vendor contracts at next month's meeting.

Bill Patterson commented that one of the vendors the Association is contracting with is also a nominee for the Board of Directors and he doesn't see that as a conflict of interest. Sue indicated that according to our Bylaws and State Statute, those are separate activities and there is no conflict.

Motion: Sue Davis moved and Bill Patterson seconded a Motion to accept the Treasurer's report as of March 31, 2022 as presented.

No Members asked questions or expressed comments.

The Motion passed unanimously.

5. Community Managers' Report – Julia Harn reported:

- The office has been sending out an average of 300 e-mails per month for the previous three months but last month they sent over 510 e-mails. That's a 70% increase in traffic! Many of those e-mails are a reflection of property additions and improvements being undertaken by homeowners. There were also four Escrow Demand Responses to prepare, roughly half of what there were last month.
- The office has updated the lists for the mail carriers to post inside the mailbox clusters to help new Members receive mail.
- There is a new solar light for the flagpole that is ready to install as soon as they can locate a ladder or bucket truck.
- She and Michelle are now notaries and the services are free of charge to Association Members.
- Conrad Davis is also requesting 1 or 2 new volunteers to assist with the Firewise Inspections this spring.
- Also, thanks to Steve Yeary the septic tank was serviced, the water heater drained, and the HVAC filters replaced.
- The office is also working on election materials, inventorying supplies, and placing printing orders under Sue Davis's direction.
- The office is starting preparation for the Annual Meeting to be held in June. If you know of an interesting speaker or a topic that relates to life here on the mountain, please send an e-mail. Thanks to Naïla, we have a representative from the Coconino's County Sheriff's Office already scheduled and there has been a request for a Dark Sky presentation. They will be looking for more speakers.
- The Association is to be congratulated for its foresight in obtaining and outfitting this building. It is a very tangible statement of this Community's ability to work together to create added value to each property.
- The office received a News Release from the Forest Service regarding the opening of various forest roads that is printed on today's Community Managers' report. The office will be checking the Forest Service website for road openings to let us know when to open our gates. Members

can contact Amelia Galuski at the Forest Service by e-mail at amelia.galuski@usda.gov and ask to be added to its e-mail list for alerts.

6. Committee Reports:

6.1 Architectural Committee (AC) – Kim Traver - Chair/Board Liaison; Ken Grode and Don Morden. Julia read the report for Kim Traver

There are 9 projects pending and 50 in progress. Of those 50, 19 are new homes being built, 4 are new garages, 3 are sheds, 1 deck, and 1 air conditioning unit. The remaining projects are mostly renovations like painting, resurfacing decks, relocating horse stalls, relocating a satellite dish, and replacing roofs or siding. Other projects include a flag pole and small greenhouse.

Thirteen of the projects have been approved in the last month. Some of those that included detailed plans and completed paperwork were approved in just a few days. Three projects need final construction clean up and four have called for a final inspection. Three projects seem to be stalled and need follow up. Thanks to JR for all of the inspections he has done for the AC this month.

6.2 Greenbelt Committee – Don Cacioppo - Chair; Buddy & Sue Peck, Dave Ihns, Dan Knox, Paul & Gayle Budrick, Mary Colbert, and Lisa Markley

Dan Knox read the report prepared by Don Cacioppo

The Crosscut and Western Greenbelt slash piles from laddering were smashed down by Steve Yeary to make pickup, loading on the trailer, and unloading much easier. Steve, although not an official member of the Committee, continues to contribute to maintaining our Greenbelts. A thank you to Steve was given for all of his efforts. Thank you also to Buddy and Sue Peck and Paul and Gayle Budrick for picking up and hauling the majority of the slash piles.

The laddering project, combined with the other maintenance projects through the years, has resulted in the Greenbelts being in the best condition ever seen. This has been accomplished by a fantastic team of members, past and present, who endure the physical labors required to achieve the beauty and fire protection for our Greenbelts. All volunteers were thanked for their dedication.

6.3 Firewise Education Committee (FEC) – Bill Patterson - Board Liaison; Conrad Davis, Chair; Larry Butler, Bob Dahlgren, Paula & Tom Osterday, Dave Lutz, Dan Knox, John & Patty Motley, Doug & Cindy Sparks, and Paul & Faith Tuszynski
Conrad Davis gave the following report:

This year Firewise will be inspecting lots 201-400 for the second time since Firewise began its three-year rotation in 2018. That is the same group of lots that are also in the thinning program with the EQIP grant. Those lot owners should have received the letter, which was mailed on March 31st, explaining that the initial inspection will occur sometime during the first three weeks of June. They need this three-week period so that the volunteer inspectors can fit these inspections into their busy schedules. The letter gave notice that this year Firewise will once again be paying particular attention to the 30 feet of defensible space around all structures and propane tanks and also be looking under decks and porches for any flammable material, especially pine needles and oak leaves because those make a fierce blaze when ignited by blowing embers and will almost certainly burn a house down. The letter also mentions that the inspection form has been updated and approved by the Board so that Criteria #5 now states: "Our HOA Board has decided to suspend the thinning requirement until all lot owners have had

an opportunity to take advantage of the Federal grant program (EQIP) for thinning in forest communities." As usual the letter also includes a list of contractors that can be hired to do the work, the sample inspection form, and a copy of the educational article entitled: "The Why Behind Firewise".

Conrad also indicated the email blast asking all lot owners to be on the lookout for bark beetles has had some immediate response and Firewise inspectors have marked several bark beetle trees for removal. This is the season when some of last fall's generation of beetles wintered over in infested trees that are just now beginning to turn brown. The real bark beetle epidemic will come about June, July and August.

Conrad also announced that the EQIP marking started three weeks ago. Marking is slower than might be expected because the people doing the marking have to drive to and from Flagstaff. There is a schedule in the Board packet that shows the lots that have been marked. They are marking for removal of only the small trees that are stealing water from the large old Ponderosa Pines that make a lot more valuable. The head marker, Alexis Loomis, who is usually the only one marking the trees, is doing another very valuable thing by providing a weekly chart to show the number of trees marked on each lot and the average diameter of those marked trees. Conrad indicated that from her information they are able to figure out just how much lumber needs to be taken off of each lot and the cost, depending on the amount of the lowest bid. Conrad noted that during the first two weeks 21 lots in CIN #1 were marked. Although many of the lots are pretty well thinned, one lot had 48 trees marked, two lots had only 8 trees marked, and the average number of trees marked per lot was 27, with an average diameter of 3.1 inches. So far it looks like the EQIP grant should cover the cost of thinning, but in case it doesn't, Conrad said he made up a draft Agreement for lot owners to sign before their lots are cleared for cutting. A copy of the draft Agreement is in the Board packet for approval. The three things that lot owners must agree to are: 1) affirm that they are responsible for any trees on a neighbor's lot that are mistakenly cut because their lot lines were not clearly marked and that they have removed the ribbon from any trees that are not within their property lines; 2) agree that they will not hold the HOA responsible for any damage to their property during this process; and 3) to pay any thinning costs not covered by the EQIP grant. Conrad asked if there were any questions.

Bill Patterson asked what happens if the lot owner decides that they are not going to sign the Agreement? Conrad explained any lot owner can back out and the savings will go to anyone who might owe extra money. It was explained that if the owner backs out and everybody has been paid for, then it goes to the HOA for other thinning. Lot owners will find out the extra cost, if any, as soon as the HOA gets bids from contractors. The marking needs to be finished so that contractors know exactly what they are bidding on. The Agreement can be signed as soon as the marking is finished, but lot owners can put off signing if they think they might owe some money due to the number of trees marked on their lots.

Dan Knox wanted to know if we are using local contractors or is the Forest Service going to provide that service. Conrad explained that the Forest Service has provided a four-page list of contractors who we have been told have bid on other projects. Conrad said he also has a copy of the contract sample from the Ranchettes prepared by their attorney.

It was also mentioned that lots backing up to Highway 87 that have fewer pine trees but a lot of understory growth have also been scheduled. That clean-up is actually scheduled for next year or the year after under this program.

Bill Patterson mentioned that Lots 201 to 400 being inspected this coming year are the ones that are in this grant, so he wanted to know if the lots on Roundup and Well Water that are in the 200s are being included in the next year's grant. Conrad Davis explained the map that was distributed has the five CINs on it. One CIN is for cutting the trees, another CIN is for disposing of the cut, and then there is a third CIN for those properties along Roundup and Well Water. The HOA has already rescheduled both the disposal and the cutting of the trees; the Forest Service had it as two years and we moved it into one. There was no problem with that and Conrad is hopeful that the laddering and limbing can be moved. All the HOA has to complete this calendar year is the 41 lots in CIN 1 in order to keep the grant so we are going to complete as much of the work as we can this first year. Bill Patterson commented that it sounds like there are two different types of cleaning taking place. Conrad explained that if you look at that map, there is the laddering and limbing and cleaning up of the understory scheduled for a third year. The Forest Service is now going to pay us for both the removal and disposal of the trees as we get a contractor to complete the work. Conrad explained there is a good chance they are not going to get over to the lots in CIN 5 during this calendar year because of how long it is taking them to mark and how long it is going to take for the contractor to cut and remove.

There was discussion on how this EQIP grant is going to affect Firewise inspections this year when Inspectors with Firewise go out and a lot on Roundup needs laddering and limbing this year and whether Firewise is going to waive that since the work can eventually be paid for under the grant.

Bill Cross inquired about the lot owner that doesn't want to participate -- what is the Board going to do since we have said Firewise isn't going to pursue thinning until the project is done? Is that lot owner going to be told that the Board is going to require him/her to thin his/her lot in the future, but not until after the grant project is done? Conrad explained that during the upcoming Firewise inspections, everything but thinning needs to be done by the lot owner because that is currently not part of the EQIP grant program. If somebody backs out of the contract for thinning, and after they see everybody's lot done they think, hey, this looks pretty good -- they will be out of luck because if you choose to not participate then you will be responsible to get the work done yourself.

There were Member questions and Board discussion regarding the following issues:

- For those who did not get signed up last year, is it on-going? Is there another place for signing up this year for work to be done next year? Conrad indicated that now they are telling him that the HOA will have to compete with other forest communities for some future monies. Conrad explained that he has to keep on the government to get answers, either by phone or e-mail, but they are slow to respond. It is not a "done deal" but if you are in the EQIP program this year and have already started, he thinks the HOA would be ahead of other communities who haven't started yet. Hopefully, the HOA will be able to offer the EQIP grant program to all lot owners.

- Conrad also explained that there are 139 lots and those that got the MOUs in on time between Lots 201 and 400 are part of this first phase, which are the lots they are working on marking for thinning pine trees only in 2022. Conrad explained that we don't know whether or not they will complete the marking this year. They have one marker who does about 10 lots a week but there may be some weeks she won't be working at all. For lots 400 -- 612 and those who submitted paperwork to participate in the EQIP grant program, it won't be until next year's cycle.

•Bill Patterson commented that it may sound to the Members that the Board is in a quandary and doesn't know what the right hand versus the left hand is doing in regards to this project. Part of that is true. When the initial package was presented we knew very little information, but they weren't able to give it to us or they didn't have the answers either. Conrad has been working with moving deadlines that sometime change with a phone call saying the deadline of Friday has been moved up to Wednesday, but Conrad has come to the plate and been able to deliver. This form Agreement that we discussed today about who pays for the extra expense for a large number of trees needs further discussion, but we don't know if it is \$500+ extra or nothing extra that may have to be paid by some lot owners. The HOA Board is trying to be fiscally responsible to all community Members in how the Association monies are being spent. We just recently were made aware that the Association will have to float money for the tree removal and disposal costs because we don't get reimbursed from the government until after the work is done. That could mean a 30, 60 or 90-day lapse before the HOA receives reimbursement.

•It was noted that there have been many hours of volunteer time by both Sue and Conrad Davis, and many others, in getting the program started, following it through, trying to communicate, and pushing the government to act a little quicker to get us more information.

Motion: Bill Patterson moved and Dan Knox seconded a Motion to approve the Tree Thinning Agreement form for Lot Owners to sign, as submitted by the Firewise Chair, Conrad Davis.

No Members asked questions or expressed comments.

The Motion passed unanimously.

6.4 Property Rules Committee (PRC) – Bill Cross - Board Liaison, Chair – Vacant, Rosemary Johnson; Stacy Frederick, and Le Ann McCoy. Bill Cross reported:

The Property Rules Committee has responded to reports of dead trees, none of which showed bark beetle infestation. One was a lightning strike that killed the top of a tall tree and two others were instances of elk or deer rubbing against a small tree.

There was a particular Trash Compactor violation that needs to be mentioned. It involved lounge cushions being thrown loose into the compactor. Cushions were not compressed into a plastic bag and fouled up the compaction mechanism which resulted in the compactor being pulled at full expense, but with only ten percent of its weight capacity being used. It costs the Association over \$1,250.00 to have a compactor bin pulled and dumped. This highlights the need to bag all trash being thrown into the compactor. This was not a malicious event, just an expensive mistake.

There was one appeal to the Board regarding a Firewise violation notice and fines. That appeal will be addressed by the Board in Executive session next month since it was received at the last minute. The Board needs time to research documentation for appeals so it is necessary to submit an appeal several days, preferably a week, before a Board meeting.

To follow up on an issue discussed at the previous Board meeting, three letters were sent to homeowners regarding repairs or replacement needed on forest access gates.

6.5 Newsletter - Alma Seward Alma reported:

The completed 2nd Quarter 2022 issue of the SPHOA Newsletter arrived from the printer on Friday, April 8, 2022. Labelling, sorting, and mailing from the Winslow Post Office will then proceed sometime during the week of April 11th. The delay in printing was due to the printer's schedule (off work on Friday the 1st) and then the lack of available transport for another four days.

Alma will continue to be in contact with the new Web Administrator, Amy Snodgrass, about updating our Newsletter postings on the SPHOA website.

Please feel free to contact her with any additional information or suggestions anyone might have for upcoming issues of the Newsletter, and she would like to express her gratitude to the new Community Managers for their help in the process; from eagle-eye proofreading to contributing articles and streamlining the distribution process. Alma asked for volunteers to help with preparing the Newsletter for mailing.

6.6 Starlighters – Bonnie Steele

Naila Erwin reported for Bonnie Steele:

- The Starlighters held their April business meeting yesterday, April 8th and their account balance as of 03/31 was \$2,115.41.
- Their first Community breakfast held in March included a bake sale and was attended by 64 people. The total deposit from all sources for March was \$421.48.
- At the breakfast on April 30th they will be offering baked ham, scrambled eggs and au gratin potatoes and the bake sale will consist of a variety of cookies.
- The Boutique Committee, Becky Pettit and Caroline Weimer, had an update on plans for this year's Boutique scheduled for May 28th.
- The Happy Jack Merchandise Committee consisting of Kelly Hobel and Janet Pendell was informed by Naila that its budget now for ordering new merchandise is \$1500.
- The Starshine quilting group's first meeting was held on March 29th with seven ladies working on adding batting and quilt backing to quilt fronts. The next meeting will be on April 26th.
- The Starlighters will hold their Highway Clean-up on May 13th and will meet at the Community Center at 10 a.m. for clean-up, to be followed by a potluck at 11:30 a.m. and business meeting at 12:30 p.m.
- Alice's Place, a women's domestic abuse shelter in Winslow, has a need for new ladies' and children's underwear. Gently used bras are needed along with sports bras because they are versatile in sizing. A request will be sent out to the Community and donation containers will be put out at the breakfast the end of the month. Money donations would also be appreciated.

7. Community Comment: Dave Janecke opened the meeting to Members for Community comments, discussion, and concerns. Members were invited to comment and when recognized, to identify themselves and their lot number.

Lou Hoover – Lots 537 & 538: Lou said the Forest Service sent out an email yesterday indicating they are opening up all the roads between Lake Mary Road and here as of yesterday. He is requesting that our gate at Dogie Pond be opened. Dave Janecke suggested that we look at the schedule and make sure we are on that list and if we are, then we will make sure that it is opened.

Ray Weimer – Lot 148: Ray indicated that driving up last night from the Valley there were lots of campers, ATVs, UTVs, anything you can think of was on the road. They are coming in

droves, and beware because we had problems with campers trying to cross at Dogie Tank last year.

Steve Yearly – Lot 351: Steve mentioned that the Dogie Tank gate stays closed until somebody lets him know to open it. It was mentioned that we received a notice from the Forest Service and need to look and see which side of Highway 87 has been opened.

Faith Tuszynski – Lot 519: Faith said she noticed on the bulletin board that there is a listing of different service providers in the area and she would like a copy. She was told to see Julia after the meeting.

Sue Davis – Lots 352 & 353: Sue said she has a comment about the Water District. She is not speaking as an owner but as a Board Member of the Blue Ridge Domestic Water Improvement District. She wants everyone to know that there is a website, BRDWID.org. If anyone wants to be a subscriber for information about the Water District, go to that website and sign up as a subscriber. She indicated that many of the members who are already subscribers received an e-blast from one of the Board Members about how you might give a comment to the Arizona Corporation Commission. If you are interested in being heard about the value of a Water District, either pro or con to this Community, she would recommend people considering doing that. The Arizona Corporation Commission Administrative Law Judge ruled on March 17th that the decision for enabling the District to purchase the Starlight Water assets would be withheld until sometime in May when there will be another meeting set. Prior to the March 17th meeting the Administrative Law Judge was inundated with comments opposing the District, with one of the comments being 300 pages long. The Judge had a lot of reading to do and was wondering if anyone supported the District. Sue just wanted to make sure everyone was aware of what is happening.

8. Old Business

8.1 2022 Annual Election – Ballot Certification.

Sue Davis indicated that today is the day the Board approves the ballot for the Board Election. In the Board packet there is a draft of the Election Ballot and a draft copy of the Notice of 2022-2023 Annual Election. Connie Kiser indicated that the Board Secretary had tried to call in today but wasn't able to because the conference phone numbers weren't working. As the Executive Secretary to the Board Secretary, Connie indicated that on behalf of the Board Secretary, she is certifying the 2022 Ballot with the following Board candidates listed in alphabetical order: Sue Davis, Gary Hanson, Rosemary Johnson, Dan Knox, Peter Kuhl, John Motley, Bill Patterson, and Frank Pettit. She also indicated that the Official Membership list identifying those Members who are entitled to vote in this election will be set on April 14, 2022.

Motion: Dave Janecke moved and Dan Knox seconded a Motion to accept the Secretary's certification of the 2022 Election Ballot and Notice of 2022 Annual Election that will be mailed out to the Members.

No Members asked questions or expressed comments.

The Motion was passed unanimously.

8.2 Status of 40' easement dispute

Connie Kiser thanked everyone who was able to attend and give input at last month's afternoon meeting. The Board is moving forward to try and legally preserve that 40' easement. This is

going to be a team effort and thanks was given to Pat Macholtz and Lisa Markley for helping with the taking of photographs of HOA gates that are being blocked by Timber Ridge residents. As Sue indicated, we have given the attorneys the initial retainer and they are in the process of preparing the lawsuit. The east Greenbelt gate has now been padlocked by someone and logs put in front of the gate on the Timber Ridge side. Sheriff Driscoll has been contacted, thanks to Bill Patterson, and the Sheriff indicated he would take care of it. The gate at the west Greenbelt is still open, but Mr. Pope, the Timber Ridge resident who lives near that location, has continued with the no trespassing signs and has put up a wood gate on the back of his lot to block the horse trail. Because of the aggressive behavior of some of the Timber Ridge residents, if anyone wants to use that easement you are doing so at your own risk. Bill Patterson gave a brief history of how the 40' easement came to be after a land swap between a developer and the Forest Service. Dave Janecke summarized that the 40' easement has been recorded but the problem is there is nothing recorded with the County that says who has the right to use that easement as was agreed to. There was also discussion that the Coconino County Sheriff's Office has indicated that they will not be issuing trespassing citations because they consider the use of that easement to be a civil matter.

8.3 Update on EQIP Grant and approval of Tree Thinning Agreement

This was previously discussed and approved during the Firewise Report.

9. New Business

9.1 Appointment of a Chairperson for the Property Rules Committee

Bill Cross, Board Liaison for the Property Rules Committee, would like to recommend Rosemary Johnson to serve as the Chairperson for that Committee.

Motion: Bill Cross moved and Dave Janecke seconded a Motion appointing Rosemary Johnson to serve as the Chairperson for the Property Rules Committee.

No Members asked questions or expressed comments.

The Motion passed unanimously.

9.2 Agenda/Speakers for the Annual Member Meeting and Forum

Dave Janecke indicated that Naila has already been in touch with the Sheriff's Office about a representative speaking at our meeting. Bill Patterson suggested that we refer to past speaker agendas that included the Health Ministries, Dark Skys, Forest Service, etc. Bill Patterson will help oversee that process.

9.3 Short-term rental clarification in Property Rules

Dave Janecke indicated that basically what this is about is clarification in the Property Rules wording for short-term rentals. Connie Kiser volunteered to provide three draft samples of clarification wording for Property Rule 3.1.3. He indicated that copies of those samples are in the Board's packet and hopefully everyone has had a chance to look them over. Sue Davis indicated that they all have a 90-day period and that a short-term rental, which is not allowed, would be considered anything less than 90 days. She also indicated that several years ago the Board tried to nail this down with a Property Rule amendment saying no short-term rentals, but now the question is "what is considered short-term." Connie said the language in all three draft paragraphs conform to what the Board said it intended and wanted, but are just a variation of how it can be worded.

Motion: Dan Knox moved and Sue Davis seconded a Motion to change the Property Rules wording for 3.1.3 to read as follows:

Property Rule 3.1.3 An Inn, Short-term Rental or Bed and Breakfast Facility

The Association interprets CC&R Section 3.1 to mean that no residence in Starlight Pines shall be used for the lodging of paying guests, which includes an Inn for paying guests, a Hunting or Fishing Lodge, Short-term Rental for less than a 90-day period, or a Bed and Breakfast Facility. The leasing of an owner's property for not less than a 90-day period to a single family from time to time is permitted, but the Association shall be immediately notified by the owner of the onsite tenant emergency contact information and the lease term for any property being leased.

No Members asked questions or expressed comments.

The Motion passed unanimously.

There was discussion that the Property Rules will be recorded once the new language has been added. Sue Davis explained that the newly recorded Property Rules will be uploaded to the Starlight Pines website and whenever Julia or Michelle are notified by a title company that a property is being sold, copies of those governing documents are sent to the new owner. Bill Patterson asked how we are going to notify the Members of the change and there was discussion about including the Property Rules change in the Newsletter because the Newsletter is mailed out to all Members.

10. Adjournment:

There being no further business to come before the Board, the President asked that the meeting be adjourned.

Motion: Bill Patterson moved and Dan Knox seconded a Motion to adjourn the meeting.

No Members asked questions or expressed comments.

The Motion passed unanimously.

The meeting was adjourned.

Board Approved On: _____

Submitted by:

Connie Kiser, Assistant to Samantha Wikoff,
Board Secretary

Approved:

Dave Janecke, President