

STARLIGHT PINES HOMEOWNERS ASSOCIATION
Minutes of Executive Meeting of the Board of Directors
Saturday, July 12, 2025
Starlight Pines Community Center

Starlight Pines HOA Executive Board of Directors Meeting Minutes

Date: July 12, 2025

Call to Order

President John Whelan called the Executive Board of Directors meeting to order following the regular Board of Directors Meeting. The purpose of the Executive Session was to discuss confidential matters including legal advice, personal and financial issues of individual Association Members, and appeals relating to violations, delinquent assessments, and fines.

Determine a Quorum

President John Whelan confirmed that a quorum was present. Board members in attendance were:

- President John Whelan, Secretary Peter Kuhl, Vice President Steve Cannon, Treasurer Ted Collins, and Carol Underwood, Wayne Tippetts, Michelle Golimowski, Directors at Large were present.

Copies of supporting and relevant documents for the meeting's agenda items were previously distributed electronically to Board Members.

Executive Session Items

Lot 16 — Firewise Violation and Architectural Compliance

Background:

- Lot 16 failed Firewise inspections on June 7 and October, 2024. Monthly invoices were sent, each with an added \$100 fine. As of the meeting, \$1,159.68 was due and unpaid. Some documentation suggested recent compliance; however, staff was not all in agreement about current compliance status.
- There was also an outstanding architectural issue: a large pad had been installed for a shed without a proper county permit, and no project deposit was collected. The project has remained inactive and out of compliance since July 2023.

Board Discussion/Action:

- Board agreed to contact the owner for their defense but received no immediate response.
- Consensus was to maintain fines and enforcement; more investigation required regarding the pad's material (concrete vs. landscaping).
- Recommendation to leverage firewise compliance pressures to prompt resolution of the shed issue.

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- If the pad is concrete and without permit, the County will be notified. If not, further action to be determined by findings.

Lot 526 — Firewise Violation and Expired Construction Timeline

Background:

- Lot 526 failed Firewise requirements since June 2023; latest reinspection (July 10, 2025) still showed noncompliance.
- Construction timeline for the home expired; project started in 2022 and extended well beyond allowed timeframe, with fines accruing.

Board Discussion/Action:

- Homeowner to be contacted regarding evidence of compliance.
- Plan to review status before final decision; if not resolved, continue fines or proceed with forced compliance (hire contractor, lien if needed).
- Board emphasized the need to adhere to clear processes for both fine accrual and remedies, including holding extensions and waivers for good-faith efforts or hardship only at end of project based on circumstances.

Enforcement Process and General Practices

- Firewise fines consist of an initial \$250 plus \$100 per additional month after 90 days of noncompliance. If unresolved after this period, Board may hire contractors to clean property at owner's expense, adding monthly monetary penalties as necessary.
- For construction projects, an initial period (16 months) is granted; fines accrue if timelines are exceeded. Extensions granted for demonstrated good-faith progress; accounting for fines paused only via board decision, but fines typically continue accruing and may be waived at completion upon board review.
- Board discussed balance between strict enforcement and willingness to work with owners facing hardships (e.g., contractor abandonment, extenuating family circumstances), requiring documentation and board review for waivers or extensions.

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- Noted that proper process for pursuing overdue fines includes continual review and periodic escalation to contractor engagement or property liens.

Other Business

- Lot 422: Discussed construction completion timelines, impact of contractor delays, and hardship waivers granted in certain justified cases.
- General discussion on nuisance or prolonged partial construction (pads, fences) and applicability of HOA rules versus county ordinances when enforcement is ambiguous.
- Reminders to clarify, document, and standardize communications with members regarding violations and remedies.
- Board agreed that Property Rule 3.1.1 covered business description well.

Adjournment

The meeting concluded after review of the above matters.

Board Approved On: _____

Submitted by: _____
Peter Kuhl, Board Secretary

Approved: _____
John Whelan, President