

# Starwood Association

Directory and Handbook

# Starwood Association Handbook

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**Starwood Directory** – *The Directory contains private information so we are not able to have it available on the website. If you would like a copy of the directory, please contact the Directory Committee at [directory@starwoodassociation.org](mailto:directory@starwoodassociation.org).*

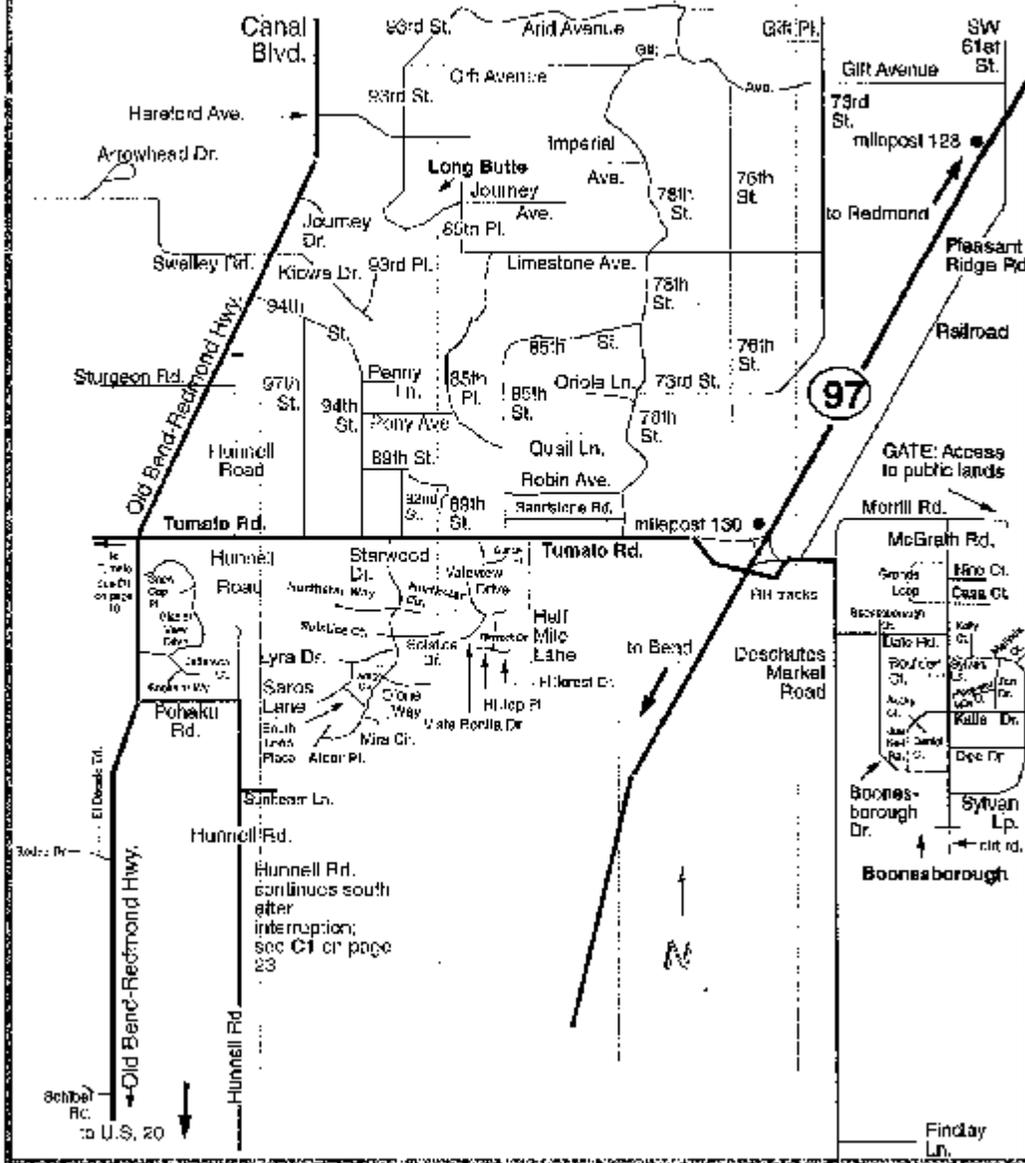
## WELCOME AND INTRODUCTION

Welcome to Starwood! Whether you have moved here recently, or this unique community has been your home for years, this Handbook is for you. All of us live in such a special place, enjoying a manicured community in the midst of the countryside. We share our beautiful open space with deer, quail, ducks, songbirds, cottontail bunnies, and other wildlife to amuse and delight us – not to mention the drama of coyotes howling and occasional cougar tracks near the large pond. A glorious mountain view greets us every time we turn west from the highway toward home, and the brilliant stars make a stroll after dark a rich pleasure. We have cordial neighbors, many of whom grow lovely gardens that add to the natural beauty. In Starwood, as homeowners we own not only our own property, but also equal shares of the entire common area. It's all ours. We are so fortunate!

There is a great deal to learn about Starwood, and about our responsibilities as homeowners. This Handbook was written to introduce you to all Starwood offers. We hope that reading it will encourage you to get to know your neighbors and to actively participate in maintaining our pretty, near idyllic community. The members of the Directory Committee and many others worked long and hard to collect the important information and to present it in an easy-to-use format. Although we tried to include all the essentials, the information in this handbook only summarizes all there is to know about Starwood. So we would take this opportunity to urge each of you to carefully review the copies of the Starwood Association Bylaws and the Covenants, Conditions & Restrictions (CC&Rs) you received when you purchased your home. Also, get out and walk or drive around and take a look at everything!

**Lastly, PLEASE READ THROUGH EVERY SECTION (they're short!), even if only one at a time. That way, you'll know what information this Handbook contains, and where to find it when you need it. Suggestions for future editions are always welcome. Enjoy!**

# STARWOOD STREET MAP



## STARWOOD STREET NAME MEANINGS

**Alcor Place** – When we look at the sky, we see what appear to be single stars, like our sun. However, a high percentage of stars actually are pairs that are gravitationally connected to and orbit each other, referred to as “double stars.” Some astronomers estimate that as many as 85% of all stars are double stars. Alcor and Mizar, found in the Big Dipper, are one of the most famous double star systems. Even the ancients knew of Alcor and Mizar, and the ability to locate this system was used as a vision test. Alcor was often referred to as the rider, while Mizar was the horse. The brighter star of a double system is called the primary star and the dimmer companion is called the comes (from the Latin, meaning “companion”).

**Arago Circle** – Dominique Francois Jean Arago (1786-1853), known as Francois Arago, was one of the most prominent statesmen and scientists of the early 19<sup>th</sup> century. A French astronomer and physicist, he became the director of the Paris Observatory, and also served for many years as secretary of the Academie des Sciences. Among his many discoveries were the solar atmosphere and the phenomenon of the production of magnetism by rotation. Working with Fresnel, he discovered that two beams of light polarized in perpendicular directions do not interfere, leading to the transverse theory of light waves. Working with Biot, Arago made measurements of arc length on the Earth which led to the standardization of the metric system of lengths. Also, he suggested that his student Le Verrier investigate irregularities in Uranus’s orbit and, after Neptune was discovered, participated in the argument about naming that planet.

**Dione Way** – Dione is the fourth-largest moon of Saturn and the densest after Titan; it is also known as Saturn IV. Its relatively high density suggests that it has a rocky core, making up about one third of its total mass, surrounded by water ice. The surface includes heavily cratered terrain, moderately cratered plains, lightly cratered plains, and bright, wispy material. Contrary to what might be expected of a satellite moon in gravitational lock, it is the trailing hemisphere of Dione on which the majority of intense cratering exists. This suggests that, during the early period of heavy bombardment in the solar system, Dione was tidally locked to Saturn in the opposite direction to which it now spins. Subsequent major collisions with any objects large enough to cause craters of more than 21 miles in diameter, of which there are many on Dione, would have been capable of altering the rate and direction of the moon’s rotation. It is likely that Dione has been tidally locked in its current state for a very long time.

**Lyra Drive** – The Constellation Lyra, the Harp, is a small but ancient constellation of stars that is easy to find in the northern sky. Lyra contains the star Vega (the fifth brightest star in the night sky). Along with Deneb in the Swan, and Altair in the Eagle, it forms part of the great “Summer Triangle.” Lyra depicts the lyre used by Orpheus to calm and distract Cerberus, the guardian of the underworld. Christians thought of Lyra as the lyre of David. The constellation Lyra is also home to the Ring Nebula, a very famous and probably the finest example of a planetary nebula anywhere in the sky. This nebula was formed when a star about the size of the Sun neared the end of its life cycle and shed its outer shell of hydrogen gas. It’s easy to spot Lyra by first finding the bright star Vega. In mid-summer, look for Vega high overhead. Lyra looks like a small, lopsided square, with Vega just beside one of the corners of the square.

**Mira Circle** – Mira is a red giant and pulsating variable in the constellation Cetus. This very luminous and hugely distended star is double the size of the orbit of Mars. Mira is actually a double star with a faint B companion that is itself variable. Hubble Space Telescope observations show that it is so unstable that it isn’t even round. Mira’s great size and instability

result in a stellar wind that will soon blow away the star's outer envelope, leaving its core, when exhausted, to condense to become an Earth-sized white dwarf. Visible to the naked eye at its brightest, Mira can be seen only with optical aid for most of its cycle. It is the prototype and brightest long-period variable star. It was given the name Mira (meaning "wonderful") by David Fabricius, who in 1596 was the first to record its brightness fluctuation. Long-period variables are now generally referred to as "Mira stars."

**Northstar Way and Circle** – The star Polaris, commonly referred to as the "North Star," is the brightest star in the Little Dipper, located close to the North Celestial Pole (NCP). The NCP is the point where, if extended into space, the North Pole on Earth would project straight up into the sky. Because of the North Star's closeness to the NCP, it does not seem to move across the sky at night as do other stars. For this reason, viewed from any location in the Northern Hemisphere, the North Star Polaris always shows the direction to north.

**Saros Lane** – The Saros Cycle is the time it takes for the moon to return back to almost exactly the same position in our sky, a period equal to 6,525.3 days – or 18 years, 10 days, and 8 hours later. Even the ancients knew of this repeating moon cycle, which is important in predicting eclipses. For instance, we know that Europe had a total solar eclipse on August 11, 1999, so we automatically know that another almost identical total solar eclipse will occur 18 years, 10 days and 8 hours later, on August 21, 2017. But, here is where the 8 hours becomes important! Because by then the earth will have rotated eastward 8 hours (120 degrees of rotation) it will be the United States of America – not Europe – that will have the eclipse on August 21, 2017. A total solar eclipse will not occur again in Europe for another 54 years, 31 days after August 11, 1999; that is, not until on or about September 12, 2053.

**Solstice Drive and Court** – In the northern hemisphere, the summer solstice is the longest day of the year (near June 22) when the sun is farthest north. In the winter, the winter solstice is the shortest day of the year (near December 22) when the sun is farthest south.

**South Loop Place** – The Cygnus Loop, also known as the Veil Nebula, is classified as a middle-aged supernova remnant (SNR) located below the Galactic equator. New radio continuum mapping of the Cygnus Loop indicates that it actually consists of two separate SNRs. Combining all existing data allows the argument that a secondary SNR, with a recently detected neutron star close to its center, exists in the south. That is, two interacting SNRs seem to be the explanation that best accounts for the Cygnus Loop observations at all wavelengths. The shape of the Cygnus Loop is circular in the north with an extension to the south. The southern part of the remnant resembles a crescent whose western part is incomplete and is mixing with weak peripheral emission. Nevertheless, the southern portion of the crescent (the "South Loop") is brighter than most of the northern portions of the Cygnus Loop.

**Starwood Drive** – The name captures the essence of the natural beauty of our high desert locale: junipers, pines and sagebrush dispersed throughout; and bright stars sparkling in the night sky.

## **BRIEF HISTORY OF STARWOOD**

### **The 1970's – From Dairy Pasture to Mobile Home Park Concept**

In early 1973, Thomas Pickett and Douglass Dickinson, principals in the Bernard Corporation of Anchorage, Alaska, arrived in Central Oregon to search for development opportunities. [Bernard Corporation is referred to in Starwood Bylaws and CC&Rs as “The Declarant.”] As a potential building site, they located two parcels totaling 300 acres formerly used as pasture by Bend Dairy. Pickett and Dickinson originally planned to develop an upscale mobile home park of more than 170 approximately one-quarter acre lots, to be laid out in clusters around cul-de-sacs. As this proposed use would require a zoning change, a perceived shortage of mobile home sites in the area was presented as justification for the change. The preliminary plat was presented to the Deschutes County Planning Commission on December 6, 1977.

Almost a year later, on November 28, 1978, Bernard Corporation was granted a Conditional Use Permit containing various restrictions. No more than 177 lots were to be developed. The then pasture area fronting the parcels was to remain zoned Exclusive Farm Use (EFU) and could never be developed. Additional delay occurred in August of 1979, when the hard-won Conditional Use Permit was challenged by one individual, Ralph Reynolds. After this challenge was defeated, the final proposed plat containing 178 lots was officially accepted by the Deschutes County Commissioners on February 19, 1980. (See the History of Starwood posted on our website for the gory details of this dogfight!)

### **The 1980's – From Mobile Home Park to Adult Solar Community**

Unfortunately, the lengthy delay in obtaining a permit to build had depleted Bernard Corporation's finances. Deschutes County real estate values had decreased substantially during a recession in the 1980's. For various reasons, Bernard Corporation decided to abandon the original mobile home concept, revise its plans, and instead market Starwood as an adult solar home community. They promulgated for Starwood a set of Covenants, Conditions and Restrictions (CC&Rs) that included age restrictions and stringent solar specifications.

Construction and sale of Starwood's Phase One “Super Energy Saving” solar homes began in the spring of 1983. Originally, seven solar homes meeting the stringent solar specifications were built on Northstar Way. As the economic recession persisted, Marguerite Mitchell and several other homeowners challenged both the age and solar access restrictions in the CC&Rs. Further development ceased. Eventually, these two offending restrictions were rescinded. At this point, Bernard Corporation was foreclosed upon, and Susan McDougal, doing business as Lee Investments, Inc., became the new owner (Declarant) of Starwood. Development resumed.

## **The 1990's – Contemporary Starwood**

McDougal retained the services of Douglas Dickinson to oversee construction of the infrastructure remaining to be developed: the streets and the septic system. Phases Two and Three then opened for the construction and sale of homes. To assist her in administering the Architectural Review Committee (ARC), McDougal engaged a builder named J.R Reynolds. Together, they revised construction requirements to eliminate the strict solar provisions. The ARC rules their collaboration produced remain the framework for the construction requirements that govern today. As McDougal owned a majority of the unsold lots, she held the controlling vote in the Starwood Association until the lots remaining to be sold had been purchased by others. Sole control and ownership of Starwood passed to the Association homeowners as a collective group in the mid-1990s. No other entity holds any interest in Starwood.

When control passed to all homeowners, retired engineer William Cowan was the President of the Board of Directors. His painstaking research and vision for Starwood's evolution were instrumental in creating the community we now enjoy. As time passed, almost all his recommendations have been implemented by Starwood Association. Cowan's research had revealed that to comply with existing State law, Starwood was required to establish a reserve fund in order to properly carry out certain financial duties. He also discovered that a separate sanitary district with an elected board of directors was required to administer its septic system. The Starwood Board then took the actions necessary to establish both the fund and the District.

In the early 1990s, the Board of Directors gradually worked out effective solutions for knotty problems such as bringing existing homes into compliance with the applicable CC&Rs. An RV parking facility was established. Some of Starwood's water rights were sold to prevent their value from being lost. The Parks and Recreation Committee completed plans for a playground and picnic area on the common area between Starwood Drive and Saros Lane. The Board then approved the necessary funding, and these recreational facilities were built in the mid-1990s.

## **The 2000s — Starwood in the New Millenium**

During the 2000s, the Board of Directors, committee members and other volunteers have continued to maintain existing Starwood infrastructure, to review and revise Association governing documents and policies as needed, and to create a vision for Starwood's future. Projects completed or underway in the 2000s include: hiring an Association Manager in 2003, planting and harvesting different crops to maintain valuable water rights, lining two ponds to conserve expensive irrigation water, completing an appealing Walking Trail complete with permanent markers, renovating and landscaping the front entrance, creating a one acre dog park and adding steps down to the common area near the pond. There is also a Circle Trail around Galaxy Park which makes an easy walk. Like each of our homes, Starwood is a continual work in progress.

All the foregoing has been accomplished through the efforts of a succession of motivated and competent volunteer Board and committee members, and a few consultants. As compared with other local communities with homeowner associations, in most respects Starwood is a model community. Let us all - newcomers and longtime residents alike - continue to volunteer to serve as Starwood Board and committee members. Let's step up and continue the exemplary tradition of hard work and vision already established for us by all those who began, have guided, and continue to govern Starwood. Let's show how proud and grateful we are to live in Starwood, by our willingness to participate.

## **STARWOOD ASSOCIATION BOARD OF DIRECTORS AND MANAGEMENT**

Starwood Association, our homeowners association, is led by a five-member Board of Directors. The Association is responsible for maintaining the common area (streets, parks, ponds, trails, cultivated common area, and all facilities), and for enforcing both the Conditions, Covenants and Restrictions (CC&Rs) and architectural rules. The only qualification to be a Board member is to own property in Starwood. Board membership is voluntary and unpaid. Homeowners are nominated to run and elected by vote of the entire Starwood Association membership.

The Board's regular business meeting is usually held at 7:00 p.m. on the third Tuesday of each month (except November) at the Swalley Irrigation District offices at 64672 Cook Avenue in Tumalo (across the street from the Mexican restaurant). Board meeting agendas and minutes are posted on Starwood's website; the date and time of every meeting is posted on the Starwood Website. All Association members are welcome to attend.

An Annual Meeting of the Starwood Association membership is held each January. Board members are elected, and the financial statement and status reports are presented at the Annual Meeting.

Day-to-day management of the Association is contracted to with a property management team. See the Quick Reference Guide on the back cover for the current manager.

Starwood Sanitary District (SSD), a governmental public utility district, administers and operates the sanitation system serving Starwood homes. It operates under the Revised Statutes of Oregon and is governed by a Board comprised by a minimum of 3 and maximum of 5 members. Although the system is owned by all homeowners in Starwood, the District is required by law to be separate from Starwood Association. **(For important information about using our septic system, see the section "Starwood Sanitary District.")**

## STARWOOD ASSOCIATION RULES AND ENFORCEMENT

This is a brief summary of Starwood Association that governs all property owners. This list is compiled from the Starwood Bylaws and the Starwood Declaration. As a condition of owning property in Starwood, each lot owner or homeowner has agreed to abide by these rules.

### ***A SPECIAL MESSAGE FROM THE ASSOCIATION MANAGER:***

Each homeowner is responsible for making certain that all **tenants, guests and contractors** are aware of any rules that may apply to their activities. **If any rule is violated by a third party on a homeowner's property or the common area, the homeowner is responsible for the consequences, including possible fines.** Consider including a clause in your lease agreement about the tenant's responsibility to comply with Starwood rules.

The legal version of Starwood rules is on file with the Deschutes County Clerk. At close of escrow, every new owner receives a copy of the Starwood Association Bylaws; CC&Rs; and the Architectural Review Committee (ARC) rules. Copies of all these documents are available from any title company or from the Deschutes County Clerk. Both the CC&R rules adopted by the Starwood Association Board of Directors and the Architectural Review Committee (ARC) rules are posted on the Starwood website, [www.starwoodassociation.org](http://www.starwoodassociation.org).

### **Starwood Association Rules Enforcement**

Complaints of violation of Starwood Association rules are handled as follows:

**The Association attempts to resolve issues in a consistent manner in accordance with the CC&R Enforcement Procedure approved by the Board of Directors:**

- A written notice of violation and a reminder reference to the applicable Starwood rule is provided and a request that the violation be corrected within 10 days.
- If the first letter is not effective, then a second letter repeating the violation, reference to the CC&R rule and a request for resolution of the violation is sent. This letter also gives notice that a fine will be levied if the violation is not resolved in 10 days.
- If the second letter is not effective, then a third letter referencing the previous letters, repeating the violation, reference to the CC&R rule and a request for resolution of the violation is sent. This letter includes an invoice for the initial and daily fines.
- A letter from the Association's legal counsel is sent.
- Court action to enforce the Association's rules will be instituted. All costs of legal enforcement are passed to the lot owner and are legally binding.

Starwood Association has the power to levy fines for violation of our rules. Under Oregon law, the Association may levy fines of up to \$2,500 per incident. Fines are levied based on the schedule of fines approved by the Board of Directors in the CC&R Enforcement Procedure. Like payment of homeowner dues, fines levied are legally enforceable; Starwood Association may place a lien on a parcel of real property for unpaid charges. The procedure for disputing a fine is set forth in the approved CC&R Enforcement Procedure.

## Starwood Association Rules Summary

### 1. Annual Homeowner Dues

On January 1 of each year, each lot is charged an “annual assessment,” or dues payment. The dues pay for maintenance reserves for all capital improvements on Starwood property, including streets, parks and recreation facilities, trails, lawns, ponds, cultivated common area, fencing, signs, lighting, and irrigation equipment. They also cover all the costs incurred in operating Starwood, including landscaping, management postage, supplies, bookkeeping, insurance, taxes, utilities, irrigation water, and costs of common area cultivation.

Under the bylaws of Starwood, the annual assessment is due and payable immediately upon receipt. As a convenience and to save on postage, the dues are billed quarterly by the Association in January, April, July, and October. Dues must be paid by the 30<sup>th</sup> day of the month in which the invoice is received, or interest charges may apply, as detailed in the schedule of fines and charges.

If dues become 90 days in arrears, Starwood Association places a lien on the real property for which the dues are unpaid. The Association has the legal authority to and will institute foreclosure procedures on the property if the dues remain unpaid. All costs of collecting unpaid dues are passed to the property owner, including legal fees, court costs, collection fees, returned check fees, Association Manager’s fees, and interest. It is far happier for both homeowners and Starwood Association if dues are timely paid. It is helpful (and true) to consider Association dues as being a separate part of the mortgage payment, because the consequences of not paying dues are very similar to those of missing mortgage payments.

### 2. Architectural Review

The Architectural Review Committee (ARC) oversees all construction activity. **ARC approval is REQUIRED BEFORE starting any project.** Projects may be stopped instantly and fines levied if the proper approval is not obtained. **If in doubt about whether a project requires approval - don’t proceed, ask first!** ARC must approve all of the following projects:

- Home construction and additions
- Fences and decks
- Outbuildings
- Paint colors
- Major landscaping
- Tree planting and native tree removal

For further important information about ARC and its authority, see “Architectural Review Committee” under the section “Starwood Committees.”

### 3. Lot Maintenance

Lots and improvements must be maintained in clean, repaired, and attractive condition, both to minimize fire danger and to enhance the appearance of our community. Important rules include:

- Garbage cans, trash and other refuse, fuel tanks, clotheslines, and other service facilities must be screened from the view of other lots and common area.

- Garbage and recycling receptacles must be put away promptly after pick-up.
- Bicycles, toys and sports equipment also must be put away out of street view.
- No commercial, offensive, or other disturbing activity shall be conducted on any lot, and nothing shall be placed or constructed on any lot, that interferes with or jeopardizes the enjoyment of other lots, the common area, or service areas within Starwood.
- No exterior lighting or exterior noise-producing device shall be installed without written ARC approval.
- Household pets must be reasonable in number, well-behaved, and not disturb other residents. Pets shall be confined to their owner's lot, unless they are on leash or under the direct control of an owner or guest. See "Common Area Rules" under "6". Starwood Common Area" in this same section for further requirements about pet control.
- No animals are permitted to be boarded, bred, or raised for commercial purposes on any lot.
- If a property is used as a rental, the property owner is solely responsible for ensuring that Starwood's rules are enforced. As noted above by the Association Manager, the property owner will bear the consequences of any violation of Starwood rules by tenants occupying the owner's property. In order to help tenants understand all Starwood rules, owners are encouraged to review the rules in the Handbook with tenants, or ask their property management representative to do so. Please consult the Association Manager regarding any questions that may arise.

#### **4. Streets and Parking**

The street system in Starwood is privately owned and maintained. Because children, residents walking dogs, and wildlife such as quail and deer frequently are in the streets, please obey the Starwood speed limit of 20 miles per hour. Be on the alert for walkers and bicyclists. Please stop at all stop signs, and look around carefully before proceeding. Be cautious at intersections. Starwood Association may levy fines for violation of street safety rules.

Each lot must have off-street parking space sufficient for at least two vehicles. These parking spaces must meet the applicable ARC standards for size, location, design, and materials. Starwood Association may regulate the duration and extent of on-street parking.

#### **5. Recreational Vehicle (RV) Parking**

Recreational vehicles include boats, campers, trailers, fifth-wheels, snowmobiles, and unused or inoperable motor vehicles. No RV of any type shall be parked or stored on any lot except in a garage, screened carport, or enclosed area approved by the ARC. For the purpose of loading and unloading for a trip, RVs may be parked temporarily on a lot for no more than 48 hours before and 48 hours after the trip. A fine may be levied for violation of this rule.

Starwood Association maintains a secure RV parking facility, where homeowners may rent space for a nominal monthly fee. (See "Starwood RV Parking Facility" under "Starwood Amenities" and "RV Parking Committee" under "Starwood Committees" for further information about RV services and regulations.)

## 6. Starwood Common Area

Starwood Association owns approximately 160 acres of common area; that is, all Starwood land except individually owned lots. This land is owned in equal shares by all members of Starwood Association (by all lot owners collectively), and is managed for the equitable use of all members by the Starwood Association Board of Directors.

Please be aware that the policy governing all common area property in Starwood is: "Use at Your Own Risk." Our common area includes high desert, lava rocks, crop-producing cultivated acreage, irrigation ponds, dog park, lawns, the playground, picnic areas, basketball court, trails, and our streets.

Starwood Association actively farms approximately 30 acres of irrigated land located between Northstar Way/Circle and Tumalo Road. Crop production in this cultivated common area is crucial to preserve Starwood's valuable water rights. **Please do not allow children, pets, bicycles, or vehicles to enter the cultivated acreage during the growing season (April 1 to October 15).**

**Both discharge of firearms (include BB guns) and hunting are forbidden on all Starwood property.**

Starwood Association maintains two water storage ponds to support irrigation system. The storage water comes from the Deschutes River. The ponds may or may not look muddy, but the pond water contains bird and animal waste and is unsafe to drink. **Do not drink or use pond water for any purpose whatsoever.**

### Common Area Rules

**Dog Walking and Pet Waste Removal**--Dogs may leave their owners' lots only on a leash or under the direct control of their owners. **Please clean up after your dog on all parts of the common area, including on walking trails, park lawn, by the pond, in the desert brush, or along the streets.** For your convenience, Starwood provides pet waste-disposal stations. A fail-safe method is always to carry a plastic bag with you in case of unexpected stops. With at least 100 dogs in Starwood at last survey, always picking up after your pet is a necessity to keep our common area sanitary for children and pleasant for walking. **Letting dogs run loose into the common area to relieve themselves, either from your lot or while walking is PROHIBITED.**

**Building of Forts, Jumps or Other Structures**--Children's forts, permanent structures for bike or skateboard jumping, and adult-designed structures are not allowed to be placed on the common area without the express permission of Starwood Association. In the past, forts built by children and abandoned were later found to contain trash, chemicals, and evidence of fire-setting materials. **Any fort or structure built without permission will be removed at the expense of the homeowner responsible.** Please contact the Board of Directors about obtaining permission to erect a temporary structure you will remove at the conclusion of your activity.

**Alteration of Common Area Vegetation**--Express prior permission of the Board of Directors is required to cut trees, kill or remove existing vegetation, or remove rocks, soil, or bleached wood from common area. With prior Board permission, rocks, for landscaping may be removed from designated rock piles. Advance Board permission also is required before planting or landscaping anywhere on the common area. Attempting to develop new trails or to block current walking

trails on the common area is prohibited; trail development is reserved for Board-directed long-term planning only.

**Pest Control**--Advance approval must be obtained from the Board of Directors for any action taken to destroy or eliminate **any kind of wildlife** in common area.

## 7. **Green Disposal Site**

Starwood maintains a Green Disposal Site past the west end of Northstar Way for disposal of yard waste. (For more information, please see the section “Green Disposal Site” under “Starwood Amenities.”)

### **Green Disposal Site Rules**

-Rocks, dirt and other nonflammable items should be placed on the **LEFT** side of the excavated site (looking straight in from the access road).

-Grass clippings, brush, tree limbs and other flammable items should be placed on the **RIGHT** side.

**NONE of the following items may be left at the Green Disposal site:**

- a. Plastic of any kind (please empty grass clippings from lawn and leaf bags and take the bags with you when you leave).
- b. Household trash.
- c. Motor oil, paint, automobile products, or other toxic fluids.
- d. Pressure-treated wood.
- e. Construction waste.
- f. Metal (wheelbarrows, bikes, nails, etc.)
- g. Household appliances or electronic products such as TVs and computers.

**-Dumping of yard clippings (or any other waste) anywhere on the common area other than the Green Disposal Site, is PROHIBITED.** Please respect your community by depositing all green waste only at this site. The Association has the option to levy fines for violating this rule, to bill you for the cost of having any waste you deposited on the common area removed, or to refer the matter directly to the Deschutes County Sheriff.

- The Green Disposal Site is for the sole and exclusive use of Starwood residents. Use of the site by unauthorized persons will be referred to the Deschutes County Sheriff.

## **STARWOOD STANDING COMMITTEES**

### **Architectural Review Committee (ARC)**

Starwood's Architectural Review Committee oversees all construction activity. Since 1997, ARC members have been appointed by the Board of Directors. The ARC makes its decisions independently, but its members serve at the pleasure of the Board. ARC decisions are made case-by-case to determine a project's compliance with Starwood's Bylaws, CC&R's, its own ARC rules, and the State of Oregon's Planned Communities Act. ARC meetings are open to all members of the Association. A written record is kept of ARC decisions and actions. ARC decisions are legally binding.

### **RV Parking Committee**

The Starwood RV Parking Committee is responsible for the use and storage of recreational vehicles (RVs) within Starwood. The RV Committee meets periodically to address such matters as RV transport, parking, and storage in the secure RV storage facility on Starwood premises. All owners of recreational vehicles, including campers, boats, trailers, snowmobiles, and unused or inoperable motor vehicles, are encouraged to serve on this committee or attend its meetings. This Committee is organized to serve RV owners, and its activities primarily affect them. For example, this Committee recommends the fee to be paid for vehicle storage that is used for RV Parking Facility maintenance.

### **Dog Park Committee**

The Dog Park Committee is responsible for the upkeep of the one acre dog park (Dogwood). The committee supplies water to the dog park during the warmer months and is responsible for trash removal in the dog park. The committee meets periodically to address any concerns and to plan clean up days.

### **Pasture Enhancement Committee**

The Pasture Enhancement Committee is responsible for maintaining the front pasture area. The committee works with local farmers to plant crops in our fields; this helps us utilize our water rights and keep the front entrance looking beautiful.

### **Directory Committee**

The Directory Committee is responsible for welcoming new homeowners to Starwood. The directory committee contacts new homeowners to find out if they would like their name included in the Starwood Directory and also if they would like a Starwood Handbook. The Directory committee periodically publishes a directory of all Starwood homeowners.

### **Parks and Recreation Committee**

The Parks and Recreation Committee maintains Galaxy Park and conducts social events for the community. Previous events included an Easter egg hunt and an annual picnic. The committee is currently working on organizing a community 5K run.

## STARWOOD AMENITIES

### Starwood Parks and Recreation

**Dog Park**—The off-leash dog area is located near the front, east pasture and is accessed by walking the Starwood Trail. The Association would prefer that you not drive to the dog area, if possible. The park is a one acre fenced area with a picnic table and dog water bowl (during the warm months). The rules associated with the dog park are located at the entrance gate.

**Walking Trail**--Starwood's beautiful Walking Trail (1.4 miles) is located on the northern half of the property. This trail winds among juniper stands, wildflower fields, lava cliffs, cultivated common area, community lawns, and a large pond inhabited by ducks, geese--and a few frogs and snakes. This trail was designed for walking and is not accessible to bicycles or strollers in certain places. As you enjoy this trail, please respect all wildlife and plants by staying on the trail. **A detailed map and guide for the Walking Trail are listed after the Amenities Section.**

**Galaxy Park**--This large park extends from the west of Starwood Drive across Lyra Drive toward the pond, with connecting trails, and has picnic tables in both the main park and by the pond. The playground and screened main picnic area are located between Starwood Drive and Saros Lane. (The Walking Trail Map also shows the Galaxy Park location.) The Park includes the following facilities:

- **Playground**--The playground has one play area with equipment for toddlers, and a separate area with equipment for children over five years of age. Please respect the playground trees and landscaping by walking or biking only on the trails or paths.
- **Picnic Area**--For your enjoyment, picnic tables for use by community members are protected by screening overhead that provides filtered shade in the summer. A waste disposal is also conveniently provided on the site.
- **Basketball Court**--Toss some hoops!
- **Soccer Goals with Nets.**
- **Two Dog Waste Stations**

**Lawns**--Common area lawns, including the one near the playground, are shared by all community members, including our resident pets. At present, dogs are allowed on the Galaxy Park lawn only on leash or under the direct control of their owners. "Direct control" means that you **prevent** your pets from approaching other pets or any person unless they have been invited; calling them back after they have disturbed someone is too late. To make removing doggie deposits easier, "Pet waste" stations are provided. To retain the privilege of having your furry friends allowed on the lawns, **please do control and clean up after them.**

**Circle Trail**—A trail encircling Galaxy Park has been developed to provide a safe, easier off-road trail for walkers, bikers, and residents pushing baby strollers.

### **Starwood Green Disposal Site**

One very convenient amenity for Starwood homeowners is the maintenance of a green disposal site on Starwood premises. The disposal site is located on your left on the way to the RV Parking facility (before you reach that facility). For easy use, you can actually drive your vehicle into the disposal area. Only green material such as lawn and shrub clippings, branches and wood debris from our yards, and other garden waste may be deposited here. Grass clippings should be removed from plastic lawn bags. Please take any plastic bags with you when you leave. No construction materials, garbage, toxic waste, or appliances may be left at the Green Disposal Site. **Before using this site, be sure to review the details of section “7. Green Disposal Site” under the CC&Rs and Board of Directors’ rules summary.**

### **Starwood RV Parking Facility**

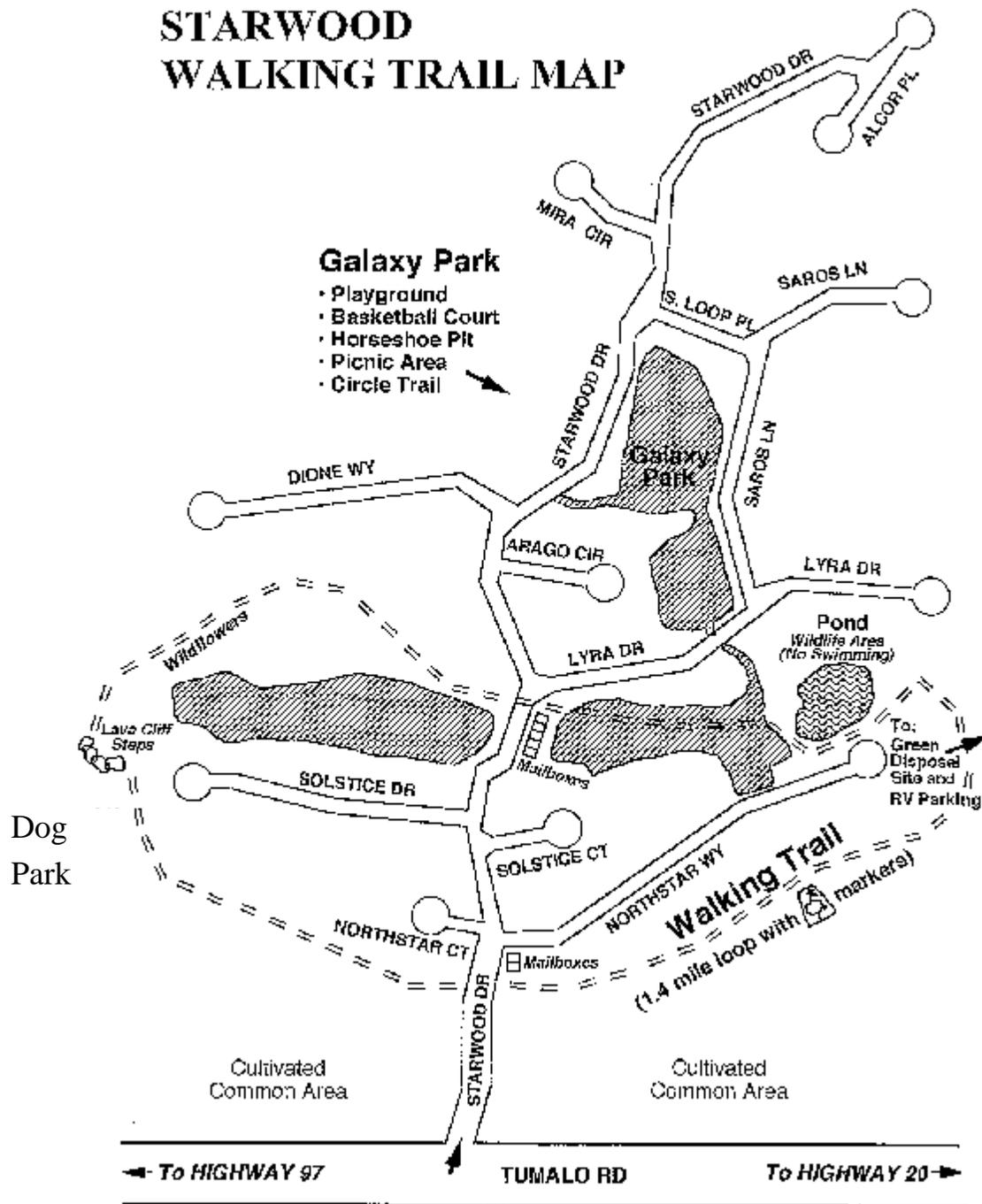
Another attractive Starwood amenity is a large, secured RV parking facility, where recreational vehicles such as campers, boats, snowmobiles, and unused motor vehicles may be stored while not in use. This enclosed, secured facility is large enough to accommodate even fifth-wheelers. The RV parking facility is administered by the RV Parking Committee. The costs of RV facility maintenance and security are paid solely by the homeowners who use it, but the fee for vehicle storage is very affordable. Specific instructions about how to use the facility are posted at the entry. Please follow these instructions carefully.

- ***IMPORTANT NOTE:*** Starwood’s Green Disposal Site and RV Parking Facility are for the exclusive use of Starwood residents.

### **Starwood Community Groups and Events**

**Community Events**—Starwood Association hosts an Annual Community Yard Sale. Other special Starwood events are held from time to time, depending on homeowners’ ideas and community interest. Use your imagination to come up with a great concept, and then present it to the Board for approval. Once approved, the event can be announced on the Starwood Association website, posted on the community bulletin boards, and you can call for other volunteers to help organize it.

# STARWOOD WALKING TRAIL MAP



## STARWOOD WALKING TRAIL GUIDE

The Starwood Walking Trail offers a pleasant walk of approximately 1.4 miles. **This guide begins at the large bank of mailboxes by the intersection of Starwood Drive and Lyra Drive.** Once you have become familiar with the trail, you can access the trail at three places along Starwood Drive, or at some of the places along the roads, walking in whatever direction you choose.

Although (in the interest of brevity) not every marker has noted in this guide, you will have no trouble spotting them as you follow the trail. Some markers will be within your line of sight. On sections of the trail where no markers are visible for long distances, the well-used path remains obvious.

- Your starting point is to the left of the mailboxes by Starwood and Lyra. As you face west (toward the Three Sisters Mountains), you'll see an unobtrusive triangular marker about a foot high with the Starwood tree logo. From this point, follow the markers along the edge of the common area lawn.
- Where the lawn narrows and curves sharply left, turn toward your right.
- Follow the gravel path that skirts the edge of the pond.
- At the road to the RV Parking (the extension of Northstar Way), turn east (to your right) to see the next marker across the road.
- After you leave the road to the RV Parking, you won't see any markers for some distance, but the trail path will be obvious.
- Follow the next service road you encounter slightly northeast (to your left).
- Watch for a marker that turns north (to your left). Here, you'll leave the service road.
- If you wish to end your walk at Starwood Drive, you will have walked approximately seven tenths of a mile.
- To continue your walk, cross Starwood Drive heading east. Between this point and the dog park, be on the lookout for bountiful wildflowers in the spring and early summer. There will be no more markers until you reach the far side, but the trail will remain evident.
- Watch for markers spaced close together, then more markers also close together across the service road. At the service road, turn east (to your left). Watch for a marker on your right just before the Starwood boundary fence.
- Look for the next marker slightly southeast (to your right), under a big juniper tree.
- Go up the hill; the trail is clearly defined but not recommended for young children or for people with physical disabilities.
- Go down the stone steps to a gravel path.

- Follow the gravel path until it curves south (to your left) across another service road.
- The trail curves west (to your right) at the corner of Starwood Sanitary District fence. The marker there is hidden by a tree, but you'll see it on your right when you approach.
- Follow the old service road west (toward the Three Sisters Mountains), and then slightly south (to your left) to the next marker.
- Near some homes, the trail turns northwest (to your right). Two markers are close together near each side of the turn. The trail ends at Starwood Drive, across the street from the mailboxes where you started.

**Happy trails to you!**

## STARWOOD SANITARY DISTRICT

Starwood Sanitary District (SSD), a governmental public utility district, administers and operates the sanitation system serving Starwood homes. It operates under the Revised Statutes of Oregon and is governed by a Board comprised by a minimum of 3 and maximum of 5 members. Although the system is owned by all homeowners in Starwood, the District is required by law to be separate from Starwood Association. **Please note that Starwood is not on a city sewer system with a waste-treatment plant.**

Starwood Sanitary District Board members are publicly elected in Deschutes County local elections. A District Board may have either three or five members. As of June 2011, the SSD Board of Directors has three members: a President, Vice President, and Secretary. Board terms are for either two or four years. All residents within Starwood Sanitary District are eligible to serve on the Board. For more information concerning SSD Board candidacy, please telephone 541-617-1810.

The SSD Board usually meets at 7:00 p.m. on the second Tuesday of each month at a Starwood location. **Starwood residents are strongly encouraged to attend the monthly SSD Board meetings. Contact the SSD at 541-788-0702 to find out when and where meetings will be held.** The Board oversees the fiscal soundness and operation of the sanitation system, and maintains its compliance with State of Oregon Department of Environmental Quality (DEQ) regulations. Key system components are checked daily. Periodically, the entire system undergoes a DEQ certification inspection. Upon request, SSD offers tours of the system that explain how it functions and show the location of the system's components. The Operations Manager is the person to call if you are interested in taking a tour 541-318-7424.

### READ AND HEED TO SAVE YOUR \$\$\$!

The SSD sanitation system is probably the most important and valuable asset of Starwood homeowners. It consists of pipe lines, collection areas at seven locations, lift pumps, recirculation tanks, drain fields, and other equipment. **Because it costs about \$150,000 to build one pressure station,** it is important for each homeowner to take active steps to extend system life and defer the cost of replacement as long as possible. **How you use the system as a homeowner directly affects its efficiency, maintenance cost, and longevity. Please read the following sections carefully and follow the practices recommended.** How you use the system matters!

### TO RESPOND TO A LIFT STATION OR SYSTEM ALARM, CALL 385-5595

**If you hear an alarm bell or see a red light at any SSD pump station or collection area, report it immediately by calling 385-5595.** This number is answered 24 hours a day by an operator who will relay your message that there is a problem; someone from SSD will be assigned to respond promptly. When you call, you will be asked to give your name, address, and telephone number, and the number of the station where the problem has occurred. Please make it a point to know the numbers of any pump stations near your home; an identifying number is attached to each station. Then, no matter when you see or hear an alarm, you will have the station number ready when you call to report. **Starwood Sanitary District requests that you please do not silence any alarm even after you have called it in!**

## How to Conserve the Septic System

### SHORT VERSION

**No FATS, GREASE, solid foods, chemicals, or paper products down any drain or toilet!  
Reduce the volume of water entering the system!**

### LONG (but so helpful) VERSION

The sewage disposal system serving Starwood sanitizes waste through a natural, organic process. Because of this, every homeowner needs to know about these important **DO's** and **DON'Ts**, and **should explain their importance to their children and to anyone who rents their home.** The two most important factors affecting the system's operation are:

- 1. Placing only easily biodegradable substances into the system.**
- 2. Reducing the volume of water processed by the system.**

What does this mean for you? Here's how we all can help:

#### In the Kitchen

1. **Put NO animal fats, grease, or oils down the drain.** Anything that congeals when cold, like meat drippings or gravy, should be drained into cans or plastic containers and discarded. **This is THE most important thing to do.** (Imagine trying to strain particles through a strainer coated with, say, Crisco...) Likewise, put **NO harsh chemicals** (Drano or household chemicals, paint, pesticides, herbicides, or automobile fluids, etc.) down any drain. These substances interfere with or **actually prevent** the biodegrading process that purifies the waste. (Most kitchen detergents **are** biodegradable.)

2. **Put NO fruit and vegetable parings, scraps from plates, or other food solids in the disposal.** Either compost it (for really beautiful gardens!), or discard it in the trash. The septic system is not designed to process food solids, no matter how finely ground.

3. **Use the dishwasher only when full, or else as seldom as practical.** Scrape dishes thoroughly before placing them in the dishwasher. Don't leave water from the faucet running constantly while doing a task such as rinsing vegetables; turn it on and off as needed.

#### In the Bathroom

1. **Deposit only human waste and bath tissue for flushing.** Discard items such as baby wipes, hair, **all** feminine products, facial tissues, paper towels, and any other paper products in the wastebasket or other receptacle; **don't flush them.**

2. Install low-flow shower heads, faucet aerators and low-volume flush toilets.

3. **Flush as seldom as possible.** As our system is directly affected by volume, **the fewer gallons of water processed, the better the system works.**

4. **Use common-sense measures to minimize water use while bathing or showering.**

For example, turn off water while applying and lathering shampoo, turn it back on when ready to rinse, and so on. Remove hair from drains after bathing.

### **In the Laundry**

1. Wait until you have a full load to wash and wash in the middle of the day. When needed, replace appliance with E star models.
2. Adjust the water level as appropriate to the load size.

### **In General**

1. **Immediately repair any leaking or faulty plumbing fixtures.** This includes valves in sinks, toilets, faucets, or exterior hose bibs. Replace leaky hoses.