

Starwood Association Homeowners Association
Board Meeting June 18, 2019 Minutes

1. The meeting was opened and it was recognized that Treasurer Deb Garley, Vice President Tina Galloway, Member at Large Aaron Loukonen, and President Jim Porter were all in attendance.

2. The Board recognized it had approved and adopted the minutes for the Board's May meeting prior and the minutes had been posted.

3. President's report
 - a. The president deferred to report until later in the meeting on open issues

4. Vice-president's report
 - a. The Vice President deferred to report until later in the meeting on open issues

5. Treasurer's report
 - a. The Treasurer provided a verbal report. This report is attached.

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6. Member at large report

- a. Had no new business to report on

7. Committee reports

a. RV committee:

- i. It was reported there were few 20-foot spaces left to rent in the RV park, but all the 40-foot spaces are taken and there is now a waiting list.

b. Landscape report:

- i. Rod Page reported the weather had increased the rate at which the grass was growing. The landscape report is attached.

c. ARC report:

- i. Deb Coss provided her report that is attached.
- ii. A short discussion was held on a question of the intent of chimney covers with no action or recommendations.

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d. Safety committee

- i. Jim Porter provided a written text of what was going to be on the no parking signs and the colors of the signs were to match existing signage.

8. Old Business

a. Management company (VP)

- i. The search continued for a management company, but the time invested in the front fields had limited the time that could be spent on this project. The VP would continue her search.
- ii. Some discussion was held on the challenges we face as a large HOA.

b. Fields and common ground (VP)

- i. The homeowners who helped with the setting up of the irrigation were recognized.
- ii. Parts of the field were responding to the irrigation, while some are not.

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iii. It was recognized that last year's failure to water and care for the fields had resulted in the loss of some of the alfalfa.

c. Appointment to fill vacant board seat (President)

i. The President provided that only one candidate had step forward, Scott Kirksey. It was recognized Scott was a past board member, with property management, budget, and construction experience.

ii. The President proposed Scott to fill the vacant position. The Treasurer second the motion. The proposal was opened for discussion, with no further discussion, the matter was closed and moved forward for a vote.

iii. Members Loukonen, Garley, Galloway, and Porter all voted in favor of Scott Kirksey filling the open secretary position on the board.

iv. All agreed that Scott would fulfill the duties of secretary, and the president would manage the agenda and minutes.

v. Scott joined the board at their table.

d. Roadways (President)

i. The President led this discussion presenting options based upon research:

1. No matter what surface treatment was approved all members agreed the cracks in the roadway needed to be sealed asap.

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2. The following surface treatments were discussed: Asphalt overlay, chip seal overlay, slurry seal overlay, moisture resistant treatment.

3. After discussion on the above listed choices and prices the board approved the president to pursue having the cracks filled as soon as possible and negotiate an agreement with Intermountain Paving to slurry seal all road surfaces in Starwood. It was recognized that from research a slurry seal overlay should remain intact for 5-7 years, but that was dependent upon the condition of the existing road surface and the base of the roadway.

4. Scott Kirksey proposed the Board should pursue a plan to address the major and habitual cracks in the road surface over the next 3-5 years and consider a full 1.5-inch asphalt overlay on the collector streets (Starwood Drive, Lyra & Saros Lanes) once the cracks were addressed. The board informally supported this plan, but held no vote.

5. Jim Porter explained to the Board based upon the heavy work load of all pavement repair providers during the summer and working with the timing of the crack sealing vendors ahead of the overall surface repair there would be a need for a special meeting within the next ten days to approve the contracts and vendors.

e. Reserve study (VP & President)

- i. Jim Porter reported that he had contacted a past resident of Starwood who was experienced in reserve and expenditure studies

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and she had agreed to produce an excel spreadsheet to assist in the projecting of Starwood costs into the future. He agreed to bring the document back to the Board for review.

ii. Jim Porter further proposed for consideration, but not a vote of action, that Starwood consider reaching out to residence with past experience in this field to prepare a draft reserve study for the review of our accountants and attorney. This idea was supported, but no formal vote was held.

iii. The treasurer added it was key to have a reserve study in place by fall to support/include the costs and projections and long-term roadway maintenance.

f. Green dump violations

i. There was discussion on the continuing maintenance of the dump, specifically on unlawful dumping, dumping in violation of the Starwood rules and the accumulation of sod and items that can not be burned.

ii. The bid for the removal of the accumulation was \$10,000, which has not been budgeted for.

iii. A point was made that as an on-going cost, \$10,000 is not an absorbent amount considering the convenience the dump provides to residence, when the alternative is having to drive to a landfill.

iv. In conclusion, the Board agreed to continue exploring options, add new signage and continue the operations of the dump, and overall

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agreed the cost of maintaining the dump was worth the service it provides homeowners.

9. New Business

a. Management responsibilities (Treasurer)

- i. Discussions were held on the roles and responsibilities of the officer of treasure. The Vice-president and Treasurer will continue to work on a job description for the property manager and when time allows job descriptions will be drafted for all officers of the Board.

- ii. The president proposed that roles and responsibilities be defined and written for all five positions. There was unanimous agreement on this concept, but no proposal or vote was held, timeline developed or responsibilities assigned.

b. Fence/boundary issues (President)

- i. The President recommended fence issues be tabled until the fall or winter based upon the current priority projects being in full operations and the assumption board members would be taking

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vacations over the next three months. There was unanimous agreement, but no vote was taken for there was not proposal.

c. Website configuration (President)

- i. The president has received suggestions that a link be placed on the web page to the minutes and the project list. There was no support for this proposal.

10. Opened the floor for new Board proposals and discussion

- a. No proposals were brought forth.