

Starwood Annual Homeowner's Meeting

January 23, 2021

1) Roll call

Meeting called to order at 12:05pm

President Jim Porter, Vice president Tina Galloway, Treasurer Deb Garley, Secretary Geri Wildenberg and Member at large Cheryl Pierce all present. The meeting was held as an online video/audio conference using the zoom platform.

2) Election Committee & CMI:

Larry Smith, of the election committee gave the results of the election 52 ballots which constitutes 29% of homeowners, Jim Porter qualified this election supporting a quorum.

All votes were for positions identified:

Jim Porter : President

Tina Galloway: vice president

Deb Garley: treasurer

Cheryl made a motion to accept the results of the election:

Jim Porter President

Tina Galloway vice president

Deb Garley treasurer

Geri Wildenberg second the motion

Motion approved unanimously in favor

Jim Porter motioned for Cheryl Pierce to take the position of secretary and Geri Wildenberg to take position of member at large.

Motion approved unanimously in favor

3) Treasurer's report:

Deb Introduced Jeri Garner, attending the meeting as our property manager.

1. **FILE: Starwood Review 12-31-19 DRAFT (Saved in PDF Schwindt 2019)**

a. Financial Statement Review

i. Balance Sheet

1. Accounts Receivable

2. Property and Equipment net of depreciation

ii. Income Statement

iii. Component Summary by Group

2. **FILE: Starwood - PLEASE SIGN AND RETURN - Client Rep (Saved in PDF Schwindt 2019)**

- a. Consultant's Report
- b. Capitalization Policy (to work on)
- c. Adjusting Entries

3. FILE: Starwood Assoc. ENG-LTR-Rev Tax 2020 Exec Summary (Saved in PDF Schwindt 2020)

- a. Proposal for Financial Services
- b. Terms and Conditions
- c. Signature Document

A motion was made to retain Schwindt & Co. to prepare our Reviewed Financial Statements and Tax Preparation for the year ended in 2020 for the total fee of \$2800. Work will be completed in 2021.

Deb Garley made a motion to retain Schwindt to complete 2020 financial statement and file taxes.

Geri seconded the motion. The board voted unanimously in favor.

4. FILE: Resolution for Revenue Ruling 70-604 2021 (Saved in PDF Schwindt 2020)

The revenue Ruling 70-604 was voted on by the Homeowner membership in attendance with the following results:

Jim Porter: yes
Cheryl Pierce: yes
Deb Garley: yes
Mary Wells: yes
Bob Wilkinson: yes
Greg Small: yes
Jeannie Malborn: yes
Ish Makk: yes
Rod Paige: yes
Teresa Schader: yes
Teri O Connell: yes
Geri Wildenberg: yes
Tina Galloway: yes
Larry Smith: yes
Sharon Small: yes
15 yes votes, 0 no votes

5. FILE: 1120H Tax Filing 12-31-2020 (Saved in PDF Schwindt 2020)

- a. Specific agreement for 2020 Taxes
Specific agreement for 2020 taxes was signed by the treasurer and returned to Schwindt on 1/15/2021.

4) Schwindt contract renewal

Deb will be point person and sign papers and mail back to Schwindt.

5) Old Business Update

a. Wildfire fuel reduction

Jim reports that the Deschutes County Hazardous Fuel Reduction Program funded by a FEMA grant has specifications of trees and shrubs 12" and below be removed and tree branches 8 feet off the ground be removed. He is working to find a middle ground between these recommendations and maintaining the esthetics of Starwood.

b. Front fields

Tina: nothing to report

6) New Business

Jim motioned to approve December minutes

Deb seconded

All members voted unanimously in favor

7) General discussion

Jim discussed land to the west of Starwood appears to have an encroachment with Starwood property and NE corner at the easterly gate appears to have a fence built about 20 feet onto Starwood property.

Jim Motioned to authorized \$1000 to have a survey completed of these area's

Deb seconded

All board members voted unanimously in favor

Jim also added that he will try to resolve this issue with those land owners first with non confrontational discussion.

Jim also discussed doing board goals at the next meeting with some discussion of including road cracks and some member interest in some additional play ground equipment. There also is some interest in having a trail committee.

Jim motioned to form a trail committee, with some people that already voiced interest in the committee: Alisia Jeffries and Heidi Cozier, Mary Wells also states she would like to be on the committee, board members Jim Porter and Geri Wildenberg also will be on the committee.

Tina also added that she is aware of someone that would have interest in this committee and she will contact them.

Geri seconded the motion

All board members voted unanimously in favor.

8) Open floor to the attendees:

- a. Ish also notes that he is interested in helping with the trail committee.
- b. Larry Smith and Greg Small are present at the meeting representing the Starwood Sewer board and had the following to report.

-Larry gave a report about replacing a vault and vegetation work on system 3.

-There was a post at the pump station that was replaced.

-There is some testing, where an old field is being used as back up.

-Larry discussed there has been household placard dispensed to all households that explains that appropriate use of our sewer system. He also indicated that there are some extra placards if anyone needs another one.

-Larry has been recertified by the DEQ

-Larry talked about community member Jacob has been helping out with some projects and Mary Wells also helped with some clean up.

-Larry plans on some concrete work in the spring around some tanks.

-Greg Small commented that even with the extra stay at home population in the neighborhood due to covid and homeschooling the sewer system hasn't been challenged.

- c. Teresa Schader asked about the encroachment issue and where we were at. Jim gave her an update about the new map and work we have done with the attorneys and that we plan on moving forward in February.
- d. Ish asked if there should be some discussion before trees are removed in the neighborhood and expressed some discontent with how area's of the neighborhood look after this has been completed. Jim and Cheryl discussed the safety of some of the trees and also Jim discussed that there are recommendations for tree removal due to their proximity to other trees.

9) Motion to close the meeting:

Jim motioned to close the meeting

Tina seconded

Board voted unanimously in favor

