

Sunburst Farms East Inc.

Meeting Minutes June 16, 2025

All BOD in attendance

Attendance of Property owners 70,168,81,139,252,278,279

Property owner questions

The question asked if we are on a current 2-week cycle and if the community/BOD has considered running irrigation back-to-back during the summer.

BOD presented reasoning for the 2-week cycle in the summer and 3 weeks in the winter and staggering days the beginning of every new year on Cactus, so property owners were not always getting irrigated on a Friday. The BOD reviewed the electrical cost and irrigation service provider costs in having an irrigator onsite 24/7 was not something the community wanted as they would be accessing properties in the middle of the night, and this could potentially cause other issues.

The BOD members did take into consideration catch-up irrigation service, i.e. weekends or going until 10-11 at night in the event of the irrigation service being delayed for rain or repairs and will review these situations as they arise.

Question asked about Bulk Trash – Desiree has been collaborating with the COP in getting a Bulk trash schedule for the community. More to come on this.

Neighborhood Service program review with attendees and what they can offer our community. SBFE would have a representative for our community to assist with COP violations, concerns and keeping the community updated about COP events, etc. SBFE would need to hold two meetings and minutes to Neighborhood Services showing we have a genuine interest in the program and will meet a minimum of once a month (can be before a BOD meeting). We would also have our community registered with the COP which will assist with Short Term Rentals and other programs. Desiree passed around an attendance list for those that wished to be involved and part of the first meeting tonight. Desiree will plan another meeting before the next BOD so that we have two and then will file the required paperwork to set the community up.

Current President

Dave Rogers as the current president announce that an election of officers would take place. Desiree explained the options the Board members had in electing officers, hand vote, verbal vote, or paper vote. The BOD elected to follow a verbal voting process.

Discussion took place that there was a need for a succession plan meaning that current Officers should be considered in hold a position with a new BOD becoming involved with the process and operation of the community.

The BOD elected to have Dave Rogers continue as President with Nate Domingues as Vice President, Lora Erickson to continue in the Accounting role with Donny Bolen as Treasurer, Desiree Marciniak as Secretary with the responsibility of guiding and having other BOD take on more responsibilities and processes, Jeff Hauke and Tony Mure the main BOD for the Irrigation with Nate Dominguez shadowing

over the next year, Marco Stoppa and Tom Krauch to continuing assisting in community projects, wellsite clean up, security and were needed with the irrigation.

Discussion about the BOD voluntarily staggering terms to allow for succession planning and change of the BOD without several expiring at the same time.

Dave Rogers, Lora Erickson and Desiree Marciniak 1 year

Jeff Hauke, Marco Stoppa and Tom Krauch 2 years

Donny Bolen, Nate Dominguez and Tony Mure 3 years

Wellsite Update

Dave Rogers requested assistance in removing the remaining razor wire from the perimeter fence around the wellsite SBFE received another notification that all of it needs to be removed. Marco will coordinate the removal and clean-up of the wellsite.

Dave and Marco brought the BOD up to speed on the current shade covering at the wellsite that provides shade over the pump motor and what is needed to re-use the structure when the electrical upgrades are completed. Dave will provide the supplier contact information for the welding work so Desiree can process the required supplier set up forms, so we are set to go when the upgrades are done.

Donny will be the point person for the wellsite and upgrades and will communicate with the electrical contractor and provide updates to the BOD.

Irrigation

Jeff and Tony will meet for an overview and Tony will schedule time for a ride along with Greg to go over the irrigation operations. Both Jeff and Tony will be responsible for overseeing Greg and ensuring he is using the F=Door hanger and filing Incident Report. In addition, keeping the BOD abreast of repairs and situations that the BOD need to be aware prior to a BOD meeting.

Property Management

Dave reviewed the need to move forward with finding a property management company to manage the day-to-day operations and finances for the community. The prior BOD was given the task of presenting at least one company so interviews could take place and presentations scheduled. Dave will head this process up and contact the companies we have information about and update the BOD at the next BOD meeting.

Nate noted he would speak to his contact in Arcadia and see o they were using and providing the details.

Overall discussion took place about what was needed now for the BOD to work on. The Rules and Regulation are the number one priority followed by selection of a property manager then the Bylaws. The BOD needs the R&R update to assist in the day-to-day management of the community and for the future Property management company to have a guide. The Bylaws need to be updated and reviewed and plan/timeline designated to present to the community and vote. The BOD will review both and discuss it further at the next BOD meeting.

Secretary

Operating binders, including, prior minutes, Governing documents, Irrigation procedures and guidelines, and other. Updated maps are to be given at the next meeting electronically.

Desiree will continue communication via email and website to the community, Disclosures, answering calls and working on the day-to-day operations and details relating to irrigation and the community. BOD agendas and minutes and COP and Neighborhood services situations. Desiree will continue organizing the records for the community and prepare a document that describes the community and operations for the new BOD and property manager.

Treasurer/Accounting

Discussion relating to current Balance sheet and flow of financial presentation at future BOD meetings.

Lora will continue to manage Quickbooks and communication with property owners on delinquent accounts. Desiree will also assist with communication and follow up. Lora, Donny, and Desiree will work together with CPA to clear taxes and review QB questions.

Lot 121 discussing trees near irrigation lines. Desiree to communicate via email with property owner.

Desiree will contact Chase bank to get the details on setting up Donny as another signer on the account and obtain 2 new debit cards for the BOD, removing Jeff Hauke and adding Tony as a card holder and selecting the other BOD for the remaining card at the next BOD meeting.

New Business: N/A

Old Business:

Well site shredding and well site clean-up.

Meeting adjourned

Next BOD meeting July 21st