

May 17, 2021 Board of Directors Meeting Minutes

Sunburst Farms East, Inc. Regular Board Meeting Location: 5538 E. Voltaire, (outside Patio) at 7:00 pm

BOD Attendees: All Board Members in attendance Homeowner Lot 44

Secretary/President/ VP

- Welcome to lot 44 owner, introductions and brief discussion of the Board operations and community. Q&A
- April Board minutes presented; corrections noted. Motion made by Wes Brown to approve minutes with corrections, Steve Hess 2nd. All BOD present approved.
- Bylaws and R&R update – still in progress goal to have R&R draft to BOD by the end of June.
- Discussion relating to an administrative fee when billing occurs for repair to irrigation system. Additional paperwork, billing, tracking and historical documentation all are part of managing a bill out to a lot owner and a reasonable fee of \$75.00 was discussed. Steve Hess made a motion to approve administrative fee of \$75.00 and Marco Stoppa 2nd. All BOD present approved.
- AirBnB Violations discussed and discussion on which properties were used for vacation rentals and AirBNB. Lot owners with concerns are instructed to contact the City of Phoenix to file a violation complaint.
- Cox Communication is not able to bring in a service for the camera and DVR at the Wellsite, we will go with Century Link and extend out service with them. Tom will be advised when complete to install updated system.

Legal N/A – discussion in Executive session

Treasurer

- April 2021 Financials present by Judy Nowlin. Motion made by Valarie Altgilbers to approve Treasurer Report and Steve Hess 2nd. All BOD present approved.
- Review of NWT spreadsheet. First set of payments completed, and Quarterly documentation set up.
- Transfer of funds from savings to checking, Judy will notify BOD if she needs to move additional funds.

Irrigation and Bridle Paths

- Lot 454 has been billed for repair for valve/riser damaged by contractors. Valve and riser were damaged again and repaired (2nd) and lot owner will be billed. Communication has been sent to Lot owner via email and invoices will be send via Certified mail as well.
- Dirt Bikes on paths and streets – discussion and police are now involved in monitoring and are aware of the situation.
- Discussion relating to holes and ruts on paths and in preparation of monsoons, the BOD will get quotes on quarter minus maintain paths. Discussion at next BOD meeting of cost and plan.

Old Business –

- New A/C Window unit to be installed in the next few months and completion of side room to complete building storage. Schedule Shredding service

Regular Meeting Closed at 8:00 pm

BOD held Executive Session start 8:00 pm and end 8:45 pm