

SUNBURST FARMS EAST, INC.

13634 North 52nd Street
Scottsdale, AZ 85254
602.996.5796 www.sbfhome.com

January 12, 2023

Hello Sunburst Farms East Neighbors,

Our annual community meeting is scheduled for February 21, 2023. Location: 4415 E. Paradise Valley Parkway South. Included in this mailer are the following documents:

2023 SBFE Operation Budget, 2022 Profit & Loss & Balance Sheet, Amended Bylaws, R&R, Absentee Ballot. Annual Membership and Irrigation Election Form

We have two open positions on the Board of Directors. If you are interested in joining the BOD, please contact admin@sbfhome.com and we will send you a Candidate request form.

Irrigation - Our irrigation service is provided by H2O Works. Greg Luebkin (owner) Please note the following phone number should you need to contact H2O Works regarding your property irrigation (not billing). Greg Leubkin can be reached at, Cell #602-736-9132. Robbie is under Greg's employ, and you will see their vehicle throughout the community providing service with their company logo.

Community Review

All owners received their properties CC&R's last year and new property owner receive their copy during property transfer. Property owners in Section 2 are subject to mandatory membership and dues. Property owners in Sections 3 & 4 are subject to mandatory membership, but only pay dues if they receive irrigation service. Property owners in Section 7 are not subject to mandatory membership and only pay dues if they receive irrigation service.

Enclosed is an Annual Membership and Irrigation Election form. **ALL PROPERTY OWNERS are REQUIRED** to complete and submit the form to SBFE by the required date, January 31, 2023. SBFE BOD is obliged to manage property owner membership information for the corporation and Irrigation elections ***will confirm that your property will receive irrigation service for 2023.***

Property owners who do not participate in irrigation service in Sections 3, 4 and 7, can choose to support SBFE community although not legally obligated to and I agree to be billed monthly and noted as "Contributor" and may cancel their "Contribution" at any time. Contributing to pay the Base Due, covers the Bridle Paths, Insurance, Legal, Administrative/Bookkeeping

services, and other expenses that SBFE as a Corporation entails to manage the properties in Sunburst Farms East, Inc.

Property owners, who reside in Section 3, 4 or 7 can choose **not to** participate in Irrigation Service **but elect to be a Member** of the Corporation for calendar year 2023. In electing to be a member, the monthly Base Due of \$38.58 will be billed to the property owner. Becoming a member provides property owners the ability to vote on items presented by the BOD relating to SBFE.

By-laws and Rule and Regulations – Enclosed is the Amended By-laws of Sunburst Farms East, Inc. dated January 1, 2023. The By-laws were amended to update verbiage and property content relating membership and operations of the Corporation. In this mailer there is an Absentee Ballot for you to submit your vote. All property owners are entitled to **one** vote per property owned in SBFE. It is imperative that property owners vote for the Bylaws so the corporation as guidelines in which to follow. Please review the Absentee Ballot and options in which to submit your ballot. Ballots are due February 21, 2023.

The Rules and Regulations of the Corporation are enclosed for your records. Please review this document as it provides additional operating guidelines for our community.

Website – The website is www.sbfefhome.com. You can find Contact information, Board Minutes, and Treasurer’s report to stay updated on what is happening in the community if you are not able to attend a Board Meeting.

Community Communication – SBFE is moving forward in going paperless and to incorporate all homeowners to receive information via email. We still have many homeowners receiving their monthly payment statements and other communication via US Mail. Please consider changing to paperless (receive information via your email) and contact SBFE at admin@sbfefhome.com to change your status.

Blue Stake – Please remember to contact AZ Blue Stake (602) 263-1100 if you are going to be performing any excavation or tree planting on your property, in addition, to marking the irrigation lines on your property, Property owners are **required** to contact H2OWorks and admin@sbfefhome.com to review your property and mark irrigation lines and valves and risers.

SBFE Zoning – Reminder that Properties in Sunburst Farms East are zoned Single-Family. Renting or leasing a Casita, guest home, shop or any sub structure that is **not** directly connected to the main home is prohibited by the City of Phoenix.

Property owners participating in Airbnb, Vacation or other similar rentals in Sunburst Farms East need to ensure they are following the City of Phoenix guidelines and ordinances per the phoenix.gov (Website is under the “At your Service” Orange tabs). Property owners are

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required to complete the necessary forms and pay associated fees to the City of Phoenix with proper income reporting to the IRS/State. Property owners are prohibited to rent or lease space of any substructure or their property or to use their property to rent space to park/store trailers, RV's Boats and ATV vehicles. Please ensure you are following all the guidelines and ordinances to avoid fines from the City of Phoenix.

Selling your home – If you are selling your home, please contact admin@sbfhome.com and accounting@sbfhome.com to get the necessary information and documents that are required to transfer title that is required by SBFE to provide to the Title Company.

Sunburst Farms East Board of Directors:
Jeff, Steve, Desiree, Carol, Valerie, Tom, Marco, Dave