

Sunburst Farms East Inc.  
Meeting Minutes April 17, 2023

All BOD in attendance except for Tom Krauch

Lot Owners present: Lot #232

**Secretary**

Confidentiality forms signed by the BOD.

Annual meeting minutes presented and read. Motion made by Valerie to approve the minutes as read and Carol 2<sup>nd</sup>. All BOD present approved

Meeting minutes from March 20, 2023, presented and read. Motion made by Carol to approve the minutes as read and 2<sup>nd</sup> by Valerie. All BOD present approved.

Arizona Water Resource report filed and fee for 2022 was \$2775.50.

Bridle path – Greg Leubkin to provide a list of properties completed and BOD needs to prepare billing to property owners who did not clear their areas. Billing to go out by month end. The final invoice from Greg needs to be reviewed and other expenses incurred to clear Bridle Path areas will be divided by the number of lots who did not clear their areas and this amount will be added to the billing.

**Finance**

Treasurers Report was presented by Judy Nowlin for March 2023. Motion made by Dave Rogers to approve as read and Carol Smart 2<sup>nd</sup>, ALL BOD present approved.

Maricopa County Assessor was completed by Judy and SBFE received a response to make a correct. Judy will refile on behalf of SBFE.

SBFE has not received 44 property owner 2023 Membership and Irrigation Election forms. 17 of the properties are non-water takers. Another mailing or phone calls need to take place to contact property owners to have them submit their forms. The list will be divided between Carol, Dave, and Desiree. An update will be presented at the May meeting.

Legal counsel Jim Sullivan received his last payment for legal service and the budget updated.

Lot 145 sent an email regarding property fence and cleaning.

Signers on the Chase account for SBFE needs to be updated. Steve Hess to be removed and Desiree Marciniak requested to be removed from account in preparation in leaving the BOD. Judy will prepare the letter for Chase Bank and Dave; Jeff and Carl will meet at Chase Bank to facilitate the changes. Dave Rogers will be the third BOD as an authorized signer.

Judy is asking for assistance in drafting collection letters for Lot 84 and Desiree will reach out to Lot 263 to see if they need a payment plan or if something has happened causing their property to go delinquent.

Property owners Lot 132 and 180 require letters informing them that as Contributors they may not be members of the corporation. The Election form was not clear and communication to these properties owners is needed.

Request made and BOD approved the purchase of a new White board for the wellsite that is used for the Irrigators to indicate what sections they are working and any other updates.

### **Irrigation and Bridle Paths**

Bridle paths need to be reviewed by BOD before Norm is paid.

Jeff needs to speak with Greg about wellsite access, excessive dirt accumulation and that the BOD will give instructions if we accept dirt for the community. Greg is to be responsible for repairing and cleaning the wellsite driveway following flooding.

Farsight will be on sight 4/18 to install the gates and completion will be in 3-4 days.

The Wellsite driveway proposal submitted by Greg Leubkin was not approved. Discussion in the prior BOD meeting took place, but the BOD did not review the proposal. Jeff purchased the materials needed based on what Greg requested through Home Depot using the SBFE credit card. Jeff approved Greg to proceed for \$2,408.04, invoice 1159. Discussion took place on the protocol of review and approval of quotes, Greg Leubkin performing work without full approval signed proposals. Jeff to meet with Greg and have the bill reduced and have it resubmitted to the BOD and Jeff is to reiterate the protocol of performing work for SBFE.

### **New Business:**

Open discussion relating to communication to the community relating to membership and formatting the Membership and Irrigation Election form. Desiree to work on forms for Disclosures.

Discussion the community needs to move in the direction of having a Property Manager vs the BOD facilitating the operations of the community. More discussion at the next meeting after Desiree speaks to SBFE West and Property Management companies.

Meeting Closed at 8:45