

Sunburst Farms East Inc.

Meeting Minutes December 16, 2024

All BOD in attendance

Lot Owners Lot 48 and 252

Secretary

- Request Debit card from Carol Smart, Jeff to turn his in before we close Chase account.
- Chase account closure would be in January and transfer of funds to Tri City
- Pitney Postage Machine – we have a lease need to review agreement – discuss at new BOD meeting.
- Dave presented a quotation for a new Porta Bathroom for the wellsite that would save around \$140 a month. Desiree will forward information to Tri City to arrange and target January for transition.
- BOD will review SBFE operating budget at the end of Q2 and determine if an increase in dues is needed as we will have the wellsite electrical complete and 5 months into the new year and have a better idea of the operating expenses YTD.
- Annual meeting permit for media room at the school sent to Deja with Tri City
- Desiree to contact COP to arrange Bulk trash for the community and have new community manager update the community.
- Desiree to process email forwarding for SBFE
- Tri City welcome letters and emails have been sent introducing TCPM and process to set up payment and email.

Finance

- All finances and monthly BOD meeting info to go to Deja until they assign a property manager
- Files and finances per list from TCPM have been sent and working with TCPM answering questions and following up with additional information as requested.
- January 15-16 mail needs to be picked up and sent to TCPM. Starting after that a BOD will retrieve the mail. The mailbox will have signage placed in January that SBFE will not accept payments from property owners.

Irrigation and Bridle Paths

- Lot 210 Greg to complete valve/riser capping near barn area.
- Lot 160 Camera work to be done on the main line on 52nd Street at the rear of lot 160 to determine what is needed for repairs.
- Greg to provide details on other areas that need camera work done.
- Dave to send W9 for camera person so we can use their camera and can pay him for the use of the camera.

Old Business

Well site shredding and well site clean-up.

New Business: N/A

