

## SUNBURST FARMS EAST INC

### Board of Directors Meeting Agenda

December 16, 2024, at 7:00 pm

**Location:** Desert Shadows Elementary School in the Media Center - 5858 E Sweetwater Ave, Scottsdale, AZ 85254

Community Members Concerns or Comments: Community members of SBFE are encouraged to participate in Community matters. Members requesting to speak with the Board may do so on items that may be on the Agenda or Non-Agenda items. The Board will listen and take into consideration the information presented but are not required to act or respond to questions nor make comments on the issues during this time. If an item is not on the agenda, it may be addressed later in the meeting under "New Business". If the matter requires immediate action, the Board will again open the floor for discussion for that item only. Agenda subject to change.

***Regular BOD meeting will be held then the BOD will go into Executive session***

Attendance: Desiree

#### **Secretary**

- Homeowners Concerns, Lot owners in attendance come forward to discuss concerns or other issues.
- Minutes sent to BOD for email approve via email vote to BOD. Once Minutes are approved, they will be posted on the Website.
- Review of Delinquent Accounts and issues with properties in Executive Session
- Review 2025 Budget and action item for BOD to approve
- Irrigation Guidelines
- Review up updates to R&R action item for BOD to approve
- Community Mailer to all property owners the week of December 16 relating to Property Management transition.
- Transition of SBFE to Property Management Company status update
- January Mailer review content and Property Mgt role and communication

#### **Treasurers Report/Bookkeeping**

- Treasurer Report high level overview and reports sent via email to the BOD for approval and final critique.
- Review Homeowner letters, emails, invoices from suppliers/contractors or other for discussion.

- Delinquent property accounts and collections, Bookkeeper to give back up to Secretary to review in Executive Session with BOD.

### **Irrigation/Bridle Path Report –Dave, Jeff and Carol**

- Repairs or concerns relating to irrigation system/infrastructure and/or Bridle paths.
- Revisit Bridle Paths – fill needed for erosion and gophers; Bridle Path repair needed. Irrigators to be handling daily
- Wellsite Electrical upgrade, electrical panel, and timeline.
- Continued discussion on overall cost to move forward with well-site project, funding and need for community assessment as this relates to capital expenditure.

### **Old Business**

- Wellsite Filing/Cleanup Scheduled for Q1 2025
- Schedule shredding of old records at wellsite to coincide with file clean \* Community involvement for shred event. Schedule for Q1 2025
- Discussion in coordinating SBFE Neighborhood event at Sereno Park

### **New Business**

TBD

Executove Session following regular meeting to review accounts and Property Mtg.