

Sunny Brook Farms HOA

Meeting Agenda

April 14th, 2022

6:30 pm

Type of Meeting: Subdivision Meeting

Location: Rock Community Fire Station #5

- I. Call to order
- II. Roll call
- III. Approve Minutes from previous meeting
- IV. Approve Financials from previous quarter (Jan, Feb, Mar)
- V. Reconciled Items – approvals outside of meeting
- VI. Open issues
- VII. New business
- VIII. Questions/Concerns
- IX. Executive Session
- X. Next Meeting date/time – Moving to quarterly meetings
 - A) July 14th, 6:30pm – Rock Community Fire Station #5
- XI. Adjournment

Sunny Brook Farms Association Meeting Minutes

Board of Directors Meeting-January 4th, 2022

1. Call to order: 6:30 PM, In attendance- Andrew Helgeson, Natalie Ventimiglia, Jose Ochoa, Tom Brinkmeyer (Trustees), 15 residents in attendance, sign-in sheet attached, 5 residents attended online
2. Agenda:
 - Approval of the Minutes from 11-2-21 meeting.
 - Approval of Financials from November and December.
 - No open issues, no new business.
 - New business of Jefferson County Road Transfer— we still own our roads but the county maintains the roads with same material
 - Asphalt repairs would be changed to cement
 - It doesn't raise taxes; it is a grant that pays for this.
 - Requests for repair can be done online.
 - Other subdivisions in Arnold that have it, have well maintained roads.
 - The hold up in the past was our road were private but now they are public which allows for policing. Police would be able to monitor speed of cars.
 - Snow plowing can still be private, but they have 4 trucks dedicated to plowing our roads for free.
 - Our roads are still approved for this program.
 - We need to get signatures from every lot. The petition to the County Council was passed around for residents to sign.
3. Questions/ Suggestions from owners:
 - How many neighborhoods do they plow with their 4 plow trucks? The number of subdivisions is unknown, but they are listed online on Jeffco public works website.
 - Can other neighborhoods give us feedback on the quality/efficiency of their snow plowing, since we are happy with ours? What chemicals/application do they use? Natalie asked for these questions so she can answer them after asking public works.
 - Can we have both snow removal by them and still use private? No, most likely one or the other. Another resident said that they really like the job our current snow removers do.
 - We are committed this winter for our private snow plowing, so it could be a decision that can be made for next winter as to whether to end our private snow removal.
 - Is there an ending to the program? Not that we have heard of since it's a state grant. Our road
 - Kevin Griffin asked if everyone votes and we go through with this and we don't like it, can we opt out of it. Andrew answered, yes and found it in the material given to us from Dan at public works.
 - Will Jeffco cover streetlights? No, the brochure on the Jeffco website lists the things they cover.
4. Scheduled next meeting: TBD 6:30 pm @Rock Community Fire Station #5
5. Went to executive session at 7:15 pm

Adjournment at 7:55 pm

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
01/01/2022 through 01/31/2022**

Account Name: Primary

		01/01/2022 through 01/31/2022	YTD
Beginning Balance		\$18,315.07	\$18,315.07
Receipts			
0031	Late Fees	\$250.00	\$250.00
	Total Receipts	\$250.00	\$250.00
Disbursements			
1100	Legal Services	-\$939.76	-\$939.76
1200	General Liability Insurance	-\$799.00	-\$799.00
2010	Snow Removal	-\$375.00	-\$375.00
5500	Electric Expenses	-\$334.94	-\$334.94
5700	Postage	-\$4.06	-\$4.06
5720	Office and Copy Supplies	-\$1.68	-\$1.68
5725	Recording Fees	-\$162.00	-\$162.00
5900	Collection Fee	-\$20.00	-\$20.00
	Total Disbursements	-\$2,636.44	-\$2,636.44
Ending Balance		\$15,928.63	\$15,928.63

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
01/01/2022 through 01/31/2022**

Account Name: Primary

Receipts

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
	Collection	Late Fees	\$250.00	0031
Total Receipts			\$250.00	

Disbursements

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
01/06/2022	31950309	Sandberg Phoenix	-\$131.75	1100
01/07/2022	31950311	Auto Owners Insurance	-\$799.00	1200
01/07/2022	31950310	Sandberg Phoenix	-\$808.01	1100
01/24/2022	31950312	Four Way Snow Plow	-\$375.00	2010
01/27/2022	31950313	Ameren Missouri	-\$334.94	5500
01/28/2022	31950314	City and Village Tax Office	-\$4.06	5700
01/28/2022	31950314	City and Village Tax Office	-\$1.68	5720
01/28/2022	31950314	City and Village Tax Office	-\$162.00	5725
01/31/2022	00005919	City & Village Tax Office, L.L.C	-\$20.00	5900
Total Disbursements			-\$2,636.44	

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
01/01/2022 through 01/31/2022**

Dep. #

37-01/22CC

Trustee Assessment**01/01/2016 to 12/31/2016**

Late Fees

250.00

250.00**Totals****Late Fees: \$250.00**

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
02/01/2022 through 02/28/2022**

Account Name: Primary

		02/01/2022 through 02/28/2022	YTD
Beginning Balance		\$15,928.63	\$18,315.07
Receipts			
0012	Trustee Assessment	\$7,600.00	\$7,600.00
0031	Late Fees	\$250.00	\$500.00
Total Receipts		\$7,850.00	\$8,100.00
Disbursements			
1100	Legal Services	\$0.00	-\$939.76
1200	General Liability Insurance	\$0.00	-\$799.00
2010	Snow Removal	-\$2,530.00	-\$2,905.00
2565	Subdivision Signs & Posts	-\$381.85	-\$381.85
5500	Electric Expenses	-\$334.19	-\$669.13
5700	Postage	-\$110.20	-\$114.26
5720	Office and Copy Supplies	-\$50.44	-\$52.12
5725	Recording Fees	-\$27.00	-\$189.00
5900	Collection Fee	-\$628.00	-\$648.00
Total Disbursements		-\$4,061.68	-\$6,698.12
Ending Balance		\$19,716.95	\$19,716.95

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
02/01/2022 through 02/28/2022**

Account Name: Primary

Receipts

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
	Collection	Trustee Assessment	\$7,600.00	0012
	Collection	Late Fees	\$250.00	0031
		Total Receipts	\$7,850.00	

Disbursements

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
02/08/2022	31950315	Four Way Snow Plow	-\$375.00	2010
02/15/2022	31950316	Ameren Missouri	-\$334.19	5500
02/23/2022	31950317	City and Village Tax Office	-\$110.20	5700
02/23/2022	31950317	City and Village Tax Office	-\$50.44	5720
02/23/2022	31950317	City and Village Tax Office	-\$27.00	5725
02/23/2022	31950318	Four Way Snow Plow	-\$2,155.00	2010
02/23/2022	31950319	Andrew Helgeson	-\$381.85	2565
02/28/2022	00006187	City & Village Tax Office, L.L.C	-\$628.00	5900
		Total Disbursements	-\$4,061.68	

Trustees of Sunny Brook Farm
Income & Disbursement Statement
02/01/2022 through 02/28/2022

Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
66-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
51-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
85-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
72-02/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
51-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
47-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
54-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
41-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
47-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
68-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
68-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
47-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
76-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
62-02/22	Trustee Assessment		200.00

			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
35-02/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
68-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
75-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
56-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
51-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
45-02/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
49-02/22ACH	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
53-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
57-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
48-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
87-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
87-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
51-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
58-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
76-02/22	Trustee Assessment		200.00

			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
60-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
66-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
65-02/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2016 to 12/31/2016	
45-02/22CC	Late Fees		250.00
			250.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
51-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
45-02/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
75-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
48-02/22	Trustee Assessment		200.00
			200.00
	Trustee Assessment	01/01/2022 to 12/31/2022	
50-02/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
84-02/22	Trustee Assessment		200.00
			200.00

Totals

Late Fees: \$250.00
Trustee Assessment: \$7,600.00

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
03/01/2022 through 03/31/2022**

Account Name: Primary

		03/01/2022 through 03/31/2022	YTD
Beginning Balance		\$19,716.95	\$18,315.07
Receipts			
0012	Trustee Assessment	\$8,600.00	\$16,200.00
0014	Miscellaneous	\$30.00	\$30.00
0027	Recording & Releasing	\$55.00	\$55.00
0031	Late Fees	\$470.00	\$970.00
	Total Receipts	\$9,155.00	\$17,255.00
Disbursements			
1100	Legal Services	-\$131.75	-\$1,071.51
1200	General Liability Insurance	\$0.00	-\$799.00
2010	Snow Removal	-\$2,205.00	-\$5,110.00
2565	Subdivision Signs & Posts	\$0.00	-\$381.85
5500	Electric Expenses	-\$337.59	-\$1,006.72
5700	Postage	-\$59.16	-\$173.42
5720	Office and Copy Supplies	-\$29.33	-\$81.45
5725	Recording Fees	-\$81.00	-\$270.00
5900	Collection Fee	-\$728.00	-\$1,376.00
	Total Disbursements	-\$3,571.83	-\$10,269.95
Ending Balance		\$25,300.12	\$25,300.12

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
03/01/2022 through 03/31/2022**

Account Name: Primary

Receipts

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
	Collection	Trustee Assessment	\$8,600.00	0012
	Collection	Late Fees	\$470.00	0031
	Collection	Miscellaneous	\$30.00	0014
	Collection	Recording & Releasing	\$55.00	0027
		Total Receipts	\$9,155.00	

Disbursements

Date	Deposit/Check #	Received From/PayableTo	Amount	Posting Code
03/01/2022	31950320	Jefferson County Recorder of Deeds	-\$81.00	5725
03/09/2022	31950321	Four Way Snow Plow	-\$2,205.00	2010
03/11/2022	31950322	Ameren Missouri	-\$337.59	5500
03/23/2022	31950323	City and Village Tax Office	-\$29.33	5720
03/23/2022	31950323	City and Village Tax Office	-\$59.16	5700
03/30/2022	31950324	Sandberg Phoenix	-\$131.75	1100
03/31/2022	00006462	City & Village Tax Office, L.L.C	-\$728.00	5900
		Total Disbursements	-\$3,571.83	

**Trustees of Sunny Brook Farm
Income & Disbursement Statement
03/01/2022 through 03/31/2022**

Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
56-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
97-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2021 to 12/31/2021	
12-03/22	Late Fees		100.00
30-03/22	Late Fees		120.00
30-03/22	Recording & Releasing		55.00
12-03/22	Trustee Assessment		200.00
			475.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
15-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
20-03/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
15-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
130-03/22ACH	Trustee Assessment		100.00
82-03/22ACH	Trustee Assessment		100.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
75-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
26-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
54-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
25-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
81-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
104-03/22	Trustee Assessment		200.00

			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
34-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
14-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
39-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
67-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
118-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
104-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
122-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
23-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
24-3/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
07-03/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
127-03/22	Trustee Assessment		200.00
Dep. #	Miscellaneous	February, 2022 Violation Fine - Street Parking	
127-03/22	Miscellaneous		30.00
			230.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
26-03/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
47-3/22	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	
83-03/22CC	Trustee Assessment		200.00
			200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022	

22-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
03-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
83-03/22CC	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
54-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
84-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
36-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
36-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
112-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
57-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
75-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
83-03/22CC	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
07-03/22CC	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2016 to 12/31/2016
63-03/22CC	Late Fees	250.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
63-03/22CC	Trustee Assessment	200.00
		450.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
09-03/22	Trustee Assessment	200.00
		200.00
Dep. #	Trustee Assessment	01/01/2022 to 12/31/2022
07-03/22CC	Trustee Assessment	200.00
		200.00

Dep. #		Trustee Assessment	01/01/2022 to 12/31/2022
73-03/22		Trustee Assessment	200.00
			200.00

Totals

Late Fees: \$470.00
Miscellaneous: \$30.00
Recording & Releasing: \$55.00
Trustee Assessment: \$8,600.00

Item V

Reconciled Items –

1. Approve Driveway addition – 4031 Sun Tide Ct.
 - a. Motion by Brinkmeyer, Second by Helgeson
2. Approve Fence Replacement – 3996 Sunny Brook Dr.
 - a. Motion by Helgeson, Second by Ochoa

Open Issues –

1. Update – Jefferson County Road Program
 - a. 60% resident approval achieved
 - i. More can continue to sign
 - b. Paperwork to be signed and sent to County
 - c. County to be in touch on progress – will update ASAP
 - d. Tentative start date for program is May 1st
2. Street Parking
 - a. Parking is for “emergency use only”
 - b. Violation notices are being sent
 - c. Fines are being issued
3. Changes to exterior
 - a. Fences, Driveways, additions
 - b. Needs to be sent to HOA and approved first by rule
 - c. Refundable Deposit to be collected by the HOA of “reasonable cost”

Item VII

New Business –

1. April Election Results for open trustee seat
 - a. Welcome Rachel Weber
 - b. Sunny Brook Dr.
 - c. Term to Expire in April 2027

Item VIII

Questions and Concerns –

1. Open for questions
2. Lot 95 – Jayme Watts – Land around drainage giving way.
3. Lot 12 – Brandon Thomas – Trees from common ground broaching yard
 - a. Would like to get trimmed – cost on resident, HOA, or both?