

SUNBURST FARMS IRRIGATION DISTRICT  
Special Board of Directors Meeting  
Sunburst Farms Irrigation District  
16040 N. 43<sup>rd</sup> Avenue  
Glendale, AZ 85306

November 19, 2018

MEMBERS PRESENT: Kay Lorenzen, President  
Larry Hudson, Treasurer  
Renee Breedan, Secretary

EMPLOYEES PRESENT: Richard Mitten

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The meeting was called to order by Kay Lorenzen, President, at 7:00 P.M.

2. NEW BUSINESS:

A. Discuss and possible action on office personnel.

**MOTION** *Treasurer, Larry Hudson, made a motion to pay \$18 - \$20 per hour for "1099" contract labor to do the QuickBooks accounting and some office duties; and moved to hire Walter Business Services, LLC at \$18 per hour. Secretary Renee Breedan seconded the motion. Motion Passed, unanimously.*

**MOTION** *President Kay Lorenzen, made a motion to advertise for a part-time clerical person with computer experience at \$12 to \$14 per hour. Secretary, Renee Breedan seconded. Motion Passed, unanimously.*

3. ADJOURNMENT: Without objection, meeting adjourned at 7:59 PM.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018

Submitted by: \_\_\_\_\_  
Office Assistant

Minutes accepted on: \_\_\_\_\_, 2019 by Secretary \_\_\_\_\_

**\*Note:** *All attachments including correspondence in its entirety are filed with the original minutes and may be viewed at the District Office*