

SUNBURST FARMS IRRIGATION DISTRICT
Regular Board of Directors Meeting
15610 N. 35th Avenue, Suite #7
Phoenix, AZ 85053

August 04, 2015

MEMBERS PRESENT: Kay Lorenzen, President
Brett Harrison, Secretary available telephonic
Eldon Graber, Member

EMPLOYEES PRESENT: Brenda Brown
Richard Mitten

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The meeting was called to order by Kay Lorenzen, President, at 7:02 P.M.

2. CALL TO THE PUBLIC:

1. Homeowner Les Hatfield presented photos to the Board of Directors that were taken July 10, 2015 behind Rob Meyers's property. Les stated that when the Peterson's property overflowed into the bridle path, that water did not flow down like someone reported. The overflow actually puddled in the back of Rob's property. Les stated that the bridle path is still too high in this part of the bridle path. Les asked the Board Members to honor the motion and to maximize the removal of the dirt and minimize the cost to all that are involved.
2. Homeowner Rob Myers requested to hold his conversation until Old Business D
3. Homeowner Walt Michels requested to hold his conversation until Old Business C
4. Homeowner Larry Hudson requested to have the Board Members reconsider the monitoring of the GPS. Larry stated his concerns regarding the purchase of a track stick, how it's monitored and downloaded. Larry also stated that he didn't think that anyone understood how the GPS system worked. Larry also stated his concerns regarding speed, boundaries, idle time, maintenance schedules, and stolen ability and to leave the GPS installed in the vehicles in case a future Board decides to use it.
5. Homeowner Shannon Massena asked about the Election of one (1) Board Member and if homeowner is able to register to vote on the website. Shannon also stated her concerns regarding the lack of notices being sent out to homeowners regarding the cleanup and how does the District give notice to charge of a violation. Office Manager Brenda Brown stated that she can answer the questions after the meeting.

3. APPROVAL OF MINUTES:

President Kay Lorenzen tabled this agenda item until the next Regular Board Meeting

4. REPORTS:

A. Financial Report:

Accountant Cathy Hacker reviewed and explained the financial reports to cover any line items that were significantly over or under budget.

1. Approval of financial report:

MOTION

President Kay Lorenzen *made a motion to approve the June 30, 2015 Financial Report for filing.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

B. Summary of Current Events:

Secretary Brett Harrison reported that he has worked with Rick Gould regarding the new scheduler and the new billing process. Also, maintenance information will be added to the database. Brett stated that he can build a GPS unit for approximately for \$100 that can record every second in a week before you have to remove the card.

C. Managers' Report:

Irrigation Manager Richard Mitten thanked Homeowner Brett Harrison for the new computer program used for scheduling of irrigation and billing. Brett did this on his own time and with no cost to the District. The savings is approximately \$20,000 to the District. Richard also stated that twelve (12) repairs were completed for the month of July; this leaves sixteen (16) repairs remaining. Richard reported that there are often questions' regarding taking the valve covers completely off, and he quoted the following:

1. It is District policy that the irrigators are NOT to jump fences. If valves are inside the fence, the valve covers must stay on. If the homeowner takes the valve cover off, they must re-thread it five (5) minutes prior to shut off so that the irrigator can tighten the valve from outside the fence. This is a safety issue for the irrigator. In the event that the irrigator were to jump the fence and become injured on the homeowner's property, the homeowner assumes liability for the injury, and also for any flooding that could occur at the three other properties that are being irrigated that may not have been turned off on time due to the injury.
2. There are some homes that the valves are placed outside the fence. In these cases, the valve may be completely removed if the homeowner wants, because the irrigator does not have to jump the fence to turn the water on and off.
3. There are also some homes that the valves are 15-20 feet inside the property. In these cases, the irrigator must enter the property to turn the water on and off. The homeowner must provide access to the irrigator (an unlocked gate, a combination to the gate lock, a step-over, etc.) so that the irrigator does not have to jump the fence.
4. **Opening the valve more or less does not affect how much water you receive; it affects the speed or force at which the water comes out of the valve.** See attachment

D. Custodian of Records Report:

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. The District received twelve (12) Public Information Requests, eleven (11) were fulfilled and one (1) pending. Fees collected totaled \$1.05.

5. OLD BUSINESS:

A. Discussion of personnel matters that were addressed Executive Session:

President Kay Lorenzen tabled this agenda item indefinitely

B. Discuss and possible action on hourly employee compensation:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Irrigation Manager Richard Mitten regarding the new budget figures, not budgeting for hourly employee raises evaluations for the hourly employees, Special Board of Directors Meeting and an Executive Session to discuss compensation.

President Kay Lorenzen tabled employee compensation for a Special Board of Directors Meeting

C. Discuss and possible action to pay Michels Reporting Systems \$67.50 for email:

President Kay Lorenzen stated that the Board voted to pay this last month but since the District received information from the Arizona State Library, Archives and Public Records it needs to be addressed again. Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber and Homeowner Walt Michels regarding depreciation records, preservation of public records, budget meetings having the documents, yearly reviews, charges for public records and Walt being the prior accountant. After further re-consideration, the bill will be paid as originally voted.

President Kay Lorenzen tabled this agenda item indefinitely

D. Discuss and possible action to on bridle path work on Line 7 from 47th Ave to 49th Ave:

Homeowner Rob Myers stated that he presented three (3) pictures to the City of Phoenix along with an inquire asking what we as homeowners are required to retain on our properties. The City of Phoenix responded: According to City Code the disposal of storm water shall be designed to carry surface water to the nearest practical street storm drain or natural water course. The Sub-division was developed prior to the City Code implemented on site retention requirements. Therefore, Sunburst Farms has no on-site retention. When the neighborhood floods like the photos displayed, homeowners really don't have control to maintain storm water on their own properties. At that time the storm water will be

disposed by the nearest storm drain or natural water course. Heavy discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber, Homeowner Rob Myers regarding the heights of berms, drainage, blue stake, repairs, cascading storm water, flood study, natural flow of water, storm surges, cross sections, elevations, dirt added to the ruts over the last ten (10) years, prior work that was completed, pictures and that this last attempt approximately two (2) inches' equivalent to eight (8) to ten (10) yards of dirt was removed by Eldon Graber.

MOTION President Kay Lorenzen *made a motion that the \$600 that was allocated to Eldon Graber can be paid towards an invoice of the homeowners' choice, not to exceed \$600 and that Blue Stake is called in by the homeowners.* Secretary Brett Harrison seconded the motion. **Motion Passed**, unanimously.

E. Discuss and possible action on the 43rd Ave pump vibration:

President Kay Lorenzen tabled this agenda item indefinitely

6. NEW BUISNESS:

A. Discuss and possible action to ratify one (1) vacation day for Office Manager:

MOTION President Kay Lorenzen *made a motion to ratify one (1) vacation day July 7, 2015 for Office Manager.* Secretary Brett Harrison seconded the motion. **Motion Passed**, unanimously.

B. Discuss and possible action to approve one (1) vacation day for Office Manager:

Office Manager Brenda Brown provided the Board of Directors a vacation form requesting one (1) day off for Monday, August 17, 2015.

MOTION President Kay Lorenzen *made a motion to approve one (1) vacation day on Monday, August 17, 2015 for Office Manager.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

C. Discuss and possible action to approve four (4) vacation days for Irrigation Manager:

Irrigation Manager Richard Mitten provided the Board of Directors a vacation form requesting four (4) days off for the following dates: September 10th, 11th, 17th, and 18th, 2015.

MOTION President Kay Lorenzen *made a motion to approve four (4) vacation days for Irrigation Manager.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

D. Discuss and possible action to approve the statement for attorney fees in the amount of \$165.40:

MOTION President Kay Lorenzen *made a motion to approve the statement for attorney fees in the amount of \$165.40.* Member Eldon Graber seconded the motion. **Motion Passed,** unanimously.

E. Discuss and possible action on maintenance of the pumps:

President Kay Lorenzen tabled this agenda item indefinitely

F. Discuss and possible action on future agenda items:

1. Special Board of Directors Meeting on Monday, August 10, 2015 at 6:30 PM

7. ADJOURNMENT:

Without objection, meeting adjourned at 8:34 PM

Dated this _____ day of _____, 2015

Submitted by: _____
Office Manager

Minutes accepted on: _____, 2015 by Secretary_____.

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