

**DRAFT NOT-APPROVED**

SUNBURST FARMS IRRIGATION DISTRICT  
Regular Board of Directors Meeting  
16040 N. 43<sup>rd</sup> Avenue  
Glendale, AZ 85306

December 06, 2016

MEMBERS PRESENT: Kay Lorenzen, President  
Brett Harrison, Secretary

MEMBERS ABSENT: Eldon Graber, Treasurer

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 7:00 P.M.

2. CALL TO THE PUBLIC:

None

3. APPROVAL OF MINUTES:

**MOTION** Secretary Brett Harrison *made a motion to approve the Regular Board of Directors Meeting November 1<sup>st</sup>, 2016, Special Board of Directors Meeting November 3<sup>rd</sup>, 2016, and Special/Canvass Board of Directors Meeting November 23<sup>rd</sup>, 2016.* President Kay Lorenzen seconded the motion. **Motion Passed.**

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** Secretary Brett Harrison *made a motion to approve the October 31<sup>st</sup>, 2016 Financial Report for filing.* President Kay Lorenzen seconded the motion. **Motion Passed.**

**B. Summary of Current Events:**

Secretary Brett Harrison reported that the replacement on Line 06 Phase 1 west of 47<sup>th</sup> Avenue is going well. Brett stated that by doing the replacements in-house it's costing us approximately \$30' vs. \$80' when we had an outside contractor do the work. Brett also reported that if we continue to do the replacements in-house we could have the entire farms completed in ten (10) years.

### **C. Managers' Report:**

Irrigation Manager Richard Mitten stated that our crew has started replacing the new Line 6, from 51st Avenue to 49th Avenue. It is completed to 49th now, and they are going east to 47th Avenue. That half mile of pipe should be done by December 8, 2016. Board member Brett Harrison has worked ten hour days, five days a week, helping to get this job done. A huge "thank you" to Brett and the crew for the terrific job. Marnie Kurbat and Donna Hancock had let the district use their water hose to water and soak the bridle path. Thank you, homeowners. Homeowners Lee Dunning welded our stand pipe wheels. Victor Armendariz gave some corrugated pipe for our new stand pipes; Board member Eldon Graber loaded the truck to haul away old concrete, from the 39th Avenue lot. Renee Breeden, Lynette Gray, and Dorrie Sullivan worked all day on our election for the Board of Directors, as voting judges. We appreciate your competence in your assistance. Congratulations are in order for Brett Harrison for achieving his second term, on the Water Board's Board of Directors. He has been an asset for all of us homeowners. A very Merry Christmas and Happy New Year to all of our homeowners. See attached report.

### **D. Custodian of Records Report:**

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. The District received five (5) Public Information Requests. Fees collected totaled \$.75.

## **5. OLD BUSINESS:**

### **A. Discuss and possible action on telephone damage to line 07:**

President Kay Lorenzen tabled this agenda item indefinitely

## **6. NEW BUSINESS:**

### **A. Discuss and possible action to approve Christmas Bonus for employees:**

President Kay Lorenzen tabled this agenda item until a Special Meeting is called

### **B. Discuss and possible action to approve the installation of security cameras:**

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

**C. Discuss and possible action to approve petition to close bridle path on line 7 from 47<sup>th</sup> Ave to 49<sup>th</sup> Ave:**

Homeowners that live on Line 7 from 47<sup>th</sup> Avenue to 49<sup>th</sup> Avenue submitted a signed petition with 100% signatures requesting the bridle path to be closed at all times with the exception of when irrigating.

**MOTION** Secretary Brett Harrison *made a motion to approve the signed petition to close the bridle path on line 7 from 47<sup>th</sup> Ave to 49<sup>th</sup> Ave the October 31<sup>st</sup>, 2016.* President Kay Lorenzen seconded the motion. **Motion Passed.**

**D. Discuss and possible action to capitalize line 3 in the amount of \$12,926.42:**

**MOTION** Secretary Brett Harrison *made a motion to capitalize line 3 in the amount of \$12,926.42.* President Kay Lorenzen seconded the motion. **Motion Passed.**

Secretary Brett Harrison stated that line 3 went into service effective September 1, 2016.

**E. Discuss and possible action to ratify Irrigation Manager's vacation days:**

**MOTION** Secretary Brett Harrison *made a motion to ratify vacation days to December 1, 2016, December 2, 2016, and December 5, 2016 for Irrigation Manager.* President Kay Lorenzen seconded the motion. **Motion Passed.**

**F. Discuss and possible action to lease a Bobcat E26 track hoe:**

Discussion ensued between President Kay Lorenzen and Secretary Brett Harrison regarding a three (3) year lease through Bob Cat of Phoenix, monthly payment of \$640, and purchase price of a new track hoe is approximately \$39,000, expiration of lease allows the District to purchase the back hoe outright, necessity for doing in-house line replacements, and to move forward with the application. President Kay Lorenzen stated that she would like to have input from Eldon prior to making a decision and that more information needs to be obtained.

President Kay Lorenzen tabled this agenda item regarding the lease until a Special Meeting is called

**G. Discuss and possible action on future agenda items:**

1. Capitalize Line 6 Phase 1
2. Address Closing Docs

7. ADJOURNMENT:

Without objection, meeting adjourned at 7:39 PM

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Submitted by: \_\_\_\_\_  
Office Manager

Minutes accepted on: \_\_\_\_\_, 2016 by Secretary\_\_\_\_\_.

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