

SUNBURST FARMS IRRIGATION DISTRICT
 Regular Board of Directors Meeting
 Sunburst Farms Irrigation District
 16040 N. 43rd Avenue
 Glendale, AZ 85306

July 02, 2013

MEMBERS PRESENT: Courtland Rouse, President
 Kay Lorenzen, Secretary
 Victor Armendariz, 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 Courtland Rouse, President, at 6:13 P.M.
2. Consideration of Action to go into Executive Session of the Board pursuant to A.R.S. Sections 38-431.03.A.2, A.R.S. Sections 38-431.03.A.3, A.R.S. Sections 38-431.03.A.4, to consult with and obtain legal advice from District attorneys and to consider the District's position and instruct its attorneys with regard to records exempt by law, open meeting law issues; notice of claims and to instruct its attorneys with regard thereto

MOTION President Courtland Rouse *made a motion to go into Executive Session.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

RECONVENE IN OPEN SESSION

3. CALL TO ORDER: The meeting was called to order by Courtland Rouse, President, at 7:30 P.M.
4. CORRESPONDENCE:
 1. Email dated June 4, 2013, from homeowner Randy Videen
 2. Email dated June 5, 2013, from homeowner Randy Videen
 3. Notice of Claim dated June 20, 2013, from homeowner Randy Videen against former President Karen Mills
 4. Notice of Claim dated June 21, 2013, from homeowner Randy Videen against Sunburst Farms Irrigation District Board of Directors, Richard Mitten, Irrigation Manager and Brenda Brown, Office Manager
 5. Email dated June 26, 2013, from homeowner Kent Kinsman

5. CALL TO PUBLIC:

1. Homeowner Connie Schooler stated her concerns regarding the signatures that are required to close the bridle paths
2. Homeowner Robert Meyers stated his concern regarding the bridle path on Line 07
3. Homeowner Judy Collins stated her concern regarding the signatures that are required to close the bridle paths
4. Homeowner Dr. Nancy McEachern stated her concerns regarding district issues
5. Homeowner Cliff Vanderark stated his concern regarding the signatures that are required to close the bridle paths

6. REPORTS:

A. Financial Report:

Accountant Cathy Hacker stated that the objective of these reports is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the reports. The intended purpose of these reports is for management discussion and review. See Attachment

B. Board Reports:

Board Member reported on several current topics

C. Custodian of Records:

Office Manager Brenda Brown reported that in the month of June the district received six (6) new public records request and fifteen (15) requests have been answered. Brenda stated that she has four (4) responses letters for Victor to sign. There is \$16.50 in copy fees and \$2.84 in postage fees. Brenda also stated that she needed verification on eight (8) requests dated in early 2012 and has asked Victor to check the status of the requests. Brenda also stated that she has approximately twelve (12) requests pending. Some of the pending requests can't be fulfilled therefore; destruction forms need to be filed by the custodian of records.

D. Manager Report:

None

7. OLD BUSINESS:

C. Discuss and possible action to hire an office employee to attend to public records request:

MOTION President Courtland Rouse *made a motion to remove this agenda item indefinitely.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

8. NEW BUSINESS:

A. Consideration of Action regarding items discussed in Executive Session:

No action taken

B. Discuss and possible action to ratify approved budget for FY 2013-2014:

MOTION Member Victor Armendariz *made a motion to rescind the new monthly membership fee of \$39.23 per acre, per month.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

MOTION Member Victor Armendariz *made a motion to approve the membership fee of \$37.97 per acre, per month.* President Courtland Rouse seconded the motion. **Motion Passed**, unanimously.

C. Discuss and possible action on VFD “Variable Frequency Device” that was purchased for the 43rd Ave well:

MOTION President Courtland Rouse *made a motion to table this agenda item until the next available meeting.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

D. Discuss and possible action to approve replacing Lot 714 Line 18 for approximately \$4,800:

MOTION Member Victor Armendariz *made a motion to approve replacing Lot 714 Line 18, not to exceed \$4,800, get two (2) additional estimates and to capitalize the total amount paid.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

9. ADJOURNMENT:

Without objection, meeting adjourned at 8:38 PM.

Dated this ____ day of _____, 2013

Submitted by: _____
Office Manager

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