

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

June 04, 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 6:38 P.M.

2. CORRESPONDENCE:

1. Notice of Claim dated May 6, 2013, from homeowner Randy Videen against Secretary Kay Lorenzen
2. Email dated May 8, 2013, from homeowner Eugene Perri and Christine
3. Letter dated May 10, 2013, from Christopher Munns with the Office of the Attorney General requesting additional information regarding an Open Meeting Law Complaint
4. Response letter dated May 28, 2013, from the District Office addressed to Christopher Munns requesting an extension regarding the letter dated May 10, 2013
5. Email dated May 16, 2013, from homeowner Randy Videen
6. Letter dated May 23, 2013 from the City of Phoenix regarding illegal dumping
7. Quote #Q009609 from Foster Electric to provide a VFD "Variable Frequency Device"

3. CALL TO PUBLIC:

1. Homeowner Les Hatfield stated his concerns regarding the bridle path on Line 07
2. Homeowner Walt Michels stated his concerns regarding charges for public records

4. REPORTS:

A. Financial Report:

06/04/2013

Regular Session Minutes

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:

Secretary Kay Lorenzen stated her concerns regarding the installation of the curb by the church which is located on Greenway and 41st Avenue.

C. Custodian of Records:

Custodian of Records Victor Armendariz stated that he has nothing to report. Office Manager Brenda Brown stated that four (4) public records requests is fulfilled and is waiting for Victor's signature.

D. Manager Report:

None

5. OLD BUSINESS:

A. Discuss and possible action on charges for public documents:

MOTION Secretary Kay Lorenzen *made a motion to charge \$15 per man hours with a minimum of \$15 to create a surveillance video for public records.* Member Victor Armendariz seconded the motion. **Motion Passed**, unanimously.

6. NEW BUSINESS:

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

MOTION President Courtland Rouse *made a motion to approve one (1) vacation day for Office Manager Brenda Brown.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

B. Discuss and possible action to close Line 6 bridle path from 47th Ave to 51st Ave:

MOTION Secretary Kay Lorenzen *made a motion to close Line 6 bridle path from 47th Ave to 51st Ave.* Member Victor Armendariz seconded the motion. **Motion Passed**, unanimously.

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

MOTION President Courtland Rouse *made a motion to table this agenda item until the next Regular Board of Directors Meeting.* Member Victor Armendariz seconded the motion. **Motion Passed**, unanimously.

D. Discuss and possible action to approve the Fiscal Budget for 2013-2014:

MOTION President Courtland Rouse *made a motion to table this agenda item for a Special Meeting.* Member Victor Armendariz seconded the motion. **Motion Passed, unanimously.**

9. ADJOURNMENT:

Without objection, meeting adjourned at 8:12 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*