

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

March 01, 2016

MEMBERS PRESENT: Kay Lorenzen, President
Brett Harrison, Secretary

MEMBERS ABSENT: 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 7:00 P.M.

2. CALL TO THE PUBLIC:

- 1. Homeowner Larry Hudson stated his concerns regarding the standpipe that's located in his front yard and how it continues to leak

3. APPROVAL OF MINUTES:

MOTION Secretary Brett Harrison *made a motion to approve the Regular Board of Directors Meeting February 02, 2016, Special Board of Directors Meeting February 11, 2016 and Special Board of Directors Meeting February 19, 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 January 31st, 2016 Financial Report for filing.* President Kay Lorenzen seconded the motion. **Motion Passed.**

B. Summary of Current Events:

C. Managers' Report:

Irrigation Manager Richard Mitten stated that all three (3) double weirs are completed; we are still dialing them in. It has really improved Lines 11-18 in getting their water more efficiently. The week of February 27th, 2016 the water table is on the high side. If you are getting too much water, you might want to cut down your time, but when the water table drops this summer you may need to go back to your original time. With this heat we will probably be going to a two (2) week schedule very soon. Check the sign-up board or check with the District Office for an update. The Board of Directors are thoroughly looking at many companies to find out the District's 43rd Ave pump sites, real problems, so out failures do not reoccur every few years. The District has started three (3) yards with new splash boxes on Line 7. You could start putting out bulk trash last Saturday, February 27th, 2016. The City starts picking up bulk trash the week of March 7, 2016. We hope that you were able to get your bridle paths cleaned up so the District does not have to do it for you. See attachment

D. Custodian of Records Report:

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. The District received three (3) Public Information Requests. Fees collected totaled \$.45.

5. OLD BUSINESS:

A. Discuss and possible action on several issues regarding 39th Ave pump yard:

- a. Adjust wall/fencing**
- b. Chain link/block/screen/fencing height**
- c. Slide gate**
- d. Removal of barb wire**

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Irrigation Manager Richard Mitten regarding the three (3) bids that have been received, detailing rebar, block, removing old fence, prices ranging from \$6,000 to \$11,629.32 and obtaining more information on the slide gates for both yards.

President Kay Lorenzen tabled chain link/block/screen/fencing height and the removal of barb wire indefinitely.

President Kay Lorenzen tabled the slide gate until the next Regular Board Meeting

MOTION

Secretary Brett Harrison *made a motion to approve Vista Landscaping to put up the block wall around 39th Ave pump yard in the amount of \$6,000 contingent that the vendor removes/hauls away the old fence.* President Kay Lorenzen seconded the motion.
Motion Passed.

B. Discuss and possible action on one issue regarding the 43rd Ave pump yard

- a. Slide gate**

President Kay Lorenzen tabled the slide gate until the next Regular Board Meeting

C. Discuss and possible action to approve liability insurance:

MOTION Secretary Brett Harrison *made a motion to approve liability insurance with NFP in the amount of \$11,480.28.* President Kay Lorenzen seconded the motion. **Motion Passed.**

D. Discuss and possible action to capitalize 70' Line 18 and 50' on Paradise "39th Ave yard" in the amount of \$13,920.70:

MOTION Secretary Brett Harrison *made a motion to capitalize 70' Line 18 and 50' on Paradise "39th Ave yard" in the amount of \$13,920.70.* President Kay Lorenzen seconded the motion. **Motion Passed.**

E. Discuss and possible action appoint a Treasurer:

MOTION President Kay Lorenzen *made a motion to appoint Eldon Graber as Treasurer for 2016.* Secretary Brett Harrison seconded the motion. **Motion Passed.**

F. Discuss and possible action on the current condition of the 43rd Ave pump:

President Kay Lorenzen tabled this agenda item indefinitely

G. Discuss and possible action on the 1988 Dump Truck:

MOTION Secretary Brett Harrison *made a motion to accept the insurance payment for the 1988 dump truck in the amount of \$5,150 less the \$500 deductible.* President Kay Lorenzen seconded the motion. **Motion Passed.**

H. Discuss and possible action to replace dump truck:

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

6. NEW BUSINESS:

A. Discuss and possible action to keep all gates closed and locked:

Discussion ensued between President Kay Lorenzen and Irrigation Manager Richard Mitten regarding the policy that gates located at both pump yards be closed and locked when no one is working there.

President Kay Lorenzen tabled this agenda item indefinitely

B. Discuss and possible action to install surveillance/security system:

Discussion ensued between President Kay Lorenzen and Secretary Brett Harrison regarding the surveillance system, location of cameras, inability to prosecute based on video, placing this as a future budget item, and obtaining more information on installation and monthly fees from an alarm company.

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

C. Discuss and possible action to clean up 39th Ave yard:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Irrigation Manager Richard Mitten regarding the City of Phoenix complaint, condition of 39th Ave yard and to have it cleaned up by March 31, 2016.

President Kay Lorenzen tabled this agenda item indefinitely

D. Discuss and possible action to repair pump/well:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Irrigation Manager Richard Mitten regarding the quotes from the Pump Co, Drill Tech and R.W. Turner & Sons, cost, submersible pump, current incurred fees from The Pump Co, replacing inner column, column pipe and getting additional information from an engineering company or a contact at ASU.

MOTION Secretary Brett Harrison *made a motion to approve Invoice #323 to The Pump Co. in the amount of \$6,744.83.* President Kay Lorenzen seconded the motion. **Motion Passed.**

President Kay Lorenzen tabled action on the pump/well until the next Regular Board Meeting

E. Discuss and possible action to appoint Budget Committee:

MOTION President Kay Lorenzen *made a motion to appoint Cathy Hacker as Chairperson, and Michael Foulks, Lynette Gray, Renee Breeden, Peggy Schwend, Stan Fox and Larry Hudson as Committee Members.* Secretary Brett Harrison seconded the motion. **Motion Passed.**

F. Discuss and possible action on future agenda items

1. Attorney contract with William Sullivan
2. Update the Policy & Procedure Manual to reflect that the office building must have a Manager present if anyone else is in the building.

7. ADJOURNMENT:

Without objection, meeting adjourned at 8:07 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*