

# DRAFT

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

May 05, 2015

MEMBERS PRESENT: Kay Lorenzen, President  
Brett Harrison, Secretary  
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 Les Hatfield stated that he'll hold his comments because the bridle path on Line 7 is on the agenda.

3. APPROVAL OF MINUTES:

**MOTION**

Secretary Brett Harrison *made a motion to approve the Special Board of Directors Meeting February 19, 2015, Regular Board of Directors Meeting April 7, 2015 and the Special Board of Directors Meeting April 28, 2015.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

4. REPORTS:

**A. Financial Report:**

Cathy Hacker is absent due to being out of town. President Kay Lorenzen reviewed and explained the financial reports to cover any line items that were significantly over or under budget.

1. Tax Exempt Information:  
No action taken

2. Approval of financial report:

**MOTION** Secretary Brett Harrison *made a motion to approve the March 31, 2015 Financial Report for filing.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

**B. Summary of Current Events:**

None

**C. Managers' Report:**

Irrigation Manager Richard Mitten stated that seven (7) repairs were completed for the month of April; this leaves nineteen (19) remaining. Richard also reported that May 30<sup>th</sup> is the first day to put out debris, etc. for bulk trash pickup is June 8. Richard also stated that if homeowners have standing water more than 72 hours, they should consider reducing their water or having the property ripped. Richard reported on both pumps and that they are pumping 3% more water than this time last year. See attachment

**D. Custodian of Records Report:**

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. Seven (7) ongoing public information requests for the electronic agenda and minutes which contained metadata were fulfilled for Randy Videen. Fees collected totaled \$1.05.

**E. Office Upgrade Committee Report:**

Karen Mills, Committee Chairperson reported that the Request for Proposal "RFP" has been finalized and that the advertisement will be published starting Thursday, May 7, 2015 through May 21, 2015.

5. NEW BUSINESS:

**A. Discuss and possible action to approve windshield replacement:**

Office Manager Brenda Brown stated that she does not have glass coverage on her insurance policy.

**MOTION** Secretary Brett Harrison *made a motion to approve windshield replacement with Safelite Advantage in the amount of \$374.95.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

6. NEW BUSINESS:

**A. Discuss and possible action on classes required for new Board Members:**

Discussion ensued between President Kay Lorenzen and Secretary Brett Harrison regarding online classes and how convenient it's become.

**MOTION**

Secretary Brett Harrison *made a motion to have new Board Members take the required class by February 1<sup>st</sup> of the year they take office.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

**B. Discuss and possible action to pass resolutions presented by Attorney Alan Wilson:**

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber and Attorney Alan Wilson regarding the continuation of prior practice of the Board, resolutions, water service, assessments, interest, attorney fees, costs or other expenses associated with the collection of such unpaid charges.

The Board of Directors may determine that it is necessary to adopt the rules and regulations in order to properly conduct the business of the District and in order to insure the future financial viability of the District. The Board believes that any property owner in the District that fails to pay any water charges or assessments when due should be liable for interest on all unpaid amounts and that the property owner shall also be liable for all collection expenses incurred by the District, including attorneys' fees, court costs and any other expenses in collecting such unpaid amounts, including if litigation is necessary.

Attorney Alan Wilson recommended that these resolutions be in a recordable form because it sets forth that there is a lien for unpaid charges, attorney fees are due, interest charges are due, all of which are a lien on the property as well as; that they can be recovered in an action in a law suit.

**MOTION**

Secretary Brett Harrison *made a motion to adopt the resolutions dated April 7, 2015 prepared by Attorney Alan Wilson regarding collection of legal fees, interest, water fees and assessments. This is a clarification of the Districts prior practice and authorized Attorney Alan Wilson to prepare the resolutions in a recordable form.* President Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

**C. Discuss and possible action to capitalize the replacement of Line 15 in the amount of \$28,148.30:**

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber and Irrigation Manager Richard Mitten regarding Line 15 replacement which includes the first three (3) acres from 43<sup>rd</sup> Avenue; Lot #'s 625, 626, 627, 644, 643 and 642.

**MOTION**

President Kay Lorenzen *made a motion capitalize the replacement of Line 15 in the amount of \$28,148.30 which includes Lot #s 625, 626, 627, 644, 643 and 642.* Secretary Brett Harrison seconded the motion. **Motion Passed**, unanimously.

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

**MOTION** Secretary Brett Harrison *made a motion to approve one (1) vacation day for Office Manager for Friday, May 22, 2015.* Member Eldon Graber seconded the motion. **Motion Passed,** unanimously.

**E. Discuss and possible action to approve dirt removal on Line 7 from 47<sup>th</sup> Ave to 49<sup>th</sup> Ave:**

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber and homeowner Les Hatfield regarding the money that's been spent, no record of dirt being delivered, cost for removing the dirt exceeding the \$600 from April's motion and sharing additional cost with homeowners who are requesting the dirt to be removed. Member Eldon Graber stated that he can start on the work sometime in June. Homeowner Les Hatfield stated that the other homeowners are willing to help with the cost to remove the dirt.

President Kay Lorenzen tabled this agenda item indefinitely

**F. Discuss and possible action to cancel cell phone services for Board Members:**

**MOTION** President Kay Lorenzen *made a motion to cancel cell phone services for Board Members.* Secretary Brett Harrison seconded the motion. **Motion Passed,** unanimously.

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

1. Current Banking Institute
2. Schedule Budget Committee Meeting

7. ADJOURNMENT:

Without objection, meeting adjourned at 8:00 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*