

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

May 16, 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 9:00 A.M.

2. NEW BUSINESS:

A. Discuss and possible action on the installation of VFD "Variable Frequency Device" on the 43rd Avenue pump location:

MOTION President Courtland Rouse *made a motion to approve the installation of the VFD "Variable Frequency Device" on the 43rd Avenue pump location.* Member Victor Armendariz seconded the motion. Secretary Kay Lorenzen abstained. **Motion Passed.**

3. ADJOURNMENT:

Without objection, meeting adjourned at 10:48 AM.

Dated this 17 day of May, 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

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

May 03, 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 2:33 P.M.

2. CORRESPONDENCE:

1. Invoice dated March 14, 2013 from Colby & Powell
2. Response letter dated April 5, 2013 to Colby & Powell from the District Office
3. Email dated April 10, 2013 from Jim Usevitch
4. Letter dated March 19, 2013 from homeowner Dr. Nancy McEachern
5. Email dated April 9, 2013 from homeowner Dr. Nancy McEachern
6. Email dated April 19, 2013 from homeowner Cindy Bowen
7. Response email dated April 23, 2013 to Cindy Bowen from the District Office
8. Response email dated April 23, 2013 from homeowner Cindy Bowen
9. Letter dated April 21, 2013 from homeowners Mr. & Mrs. Myers and Mr. & Mrs. Hatfield
10. Email dated May 4, 2012 from homeowner Tony Rivera
11. Email dated April 26, 2013 from homeowner Randy Videen
12. Email dated April 26, 2013 from homeowner Randy Videen

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13. Email dated April 30, 2013 from homeowner Randy Videen

14. Letter dated May 3, 2013 from Weber Water Resources

3. CALL TO PUBLIC:

None

4. 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:

Member Victor Armendariz stated that he did receive an email from Tony Rivera regarding some damages to the pool. Victor also stated that there were follow up emails with the Irrigation Manager Richard Mitten. Richard stated that Mr. Rivera was not home at the time irrigation was delivered therefore the slide gates were not properly maintained. Victor stated that the homeowners are responsible for their own water once it arrives on their property.

President Courtland Rouse stated that the Church on 41st Avenue and Greenway purchased the two properties located on Waltann which is behind the church. The Church did not remove the house that is located on the one lot however; they flattened everything else and put in a parking lot. The Church is claiming they are following City Codes/Permit Laws but they ended up curbing off the entrance to the Bridle Path. Homeowners who live on Line 14 and own horse trailers or fifth wheel would have to back out onto 43rd Avenue. Courtland also stated that this is not a District issue but the City of Phoenix is trying to fix the problem.

C. Custodian of Records:

Custodian of Records Victor Armendariz stated that the District is working diligently in getting the public records requests fulfilled. Office Manager Brenda Brown stated that the District received four (4) new requests and one (1) duplicate request.

D. Manager Report:

No report given.

5. OLD BUSINESS:

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

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

6. NEW BUSINESS:

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

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

B. Discuss and possible action on cost of completion including material, labor, pump and or electric motor for the 43rd Avenue location:

MOTION President Courtland Rouse *made a motion to approve \$43,990.26 for the repair for the 43rd Avenue pump, keep the impellers not trimmed at the 2600 GPM with the expectation that we can trim them and to capitalize the said amount.* Member Victor Armendariz seconded the motion. **Motion Passed, unanimously.**

President Courtland Rouse rescinded his prior motion.

MOTION President Courtland Rouse *made a motion to approve \$43,990.26 for the repair on the 43rd Avenue pump and to include the former price of \$27,953 and to Capitalize in the amount of \$71,943.26.* Member Victor Armendariz seconded the motion. **Motion Passed, unanimously.**

7. ADJOURNMENT:

Without objection, meeting adjourned at 4:02 PM.

Dated this 7th day of May, 2013

Submitted by: Brenda Brown
Office Manager

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

SUNBURST FARMS IRRIGATION DISTRICT
 Special Board of Directors Meeting
 Irrigation District Office
 16040 North 43rd Avenue

May 1, 2013

MEMBERS PRESENT: Kay Lorenzen, Secretary
 Victor Armendariz, Member

TELECONFERENCE: Courtland Rouse, President

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, Secretary, at 2:41 P.M.

2. NEW BUSINESS:

- A. **Discuss and possible action on cleaning perforations on casing pipe extract and dispose of oil in well, weld casing pipe and inspect/report on inner column pipe and shaft. A follow-up meeting to discuss repair of the tube, shaft, bowls and motor:**

MOTION

Member Victor Armendariz *made a motion to approve the Pump Company not to exceed \$30,000 to prepare the well for the installation of the new pump. The \$30,000 does not include the rebuilding of the pump, it would include the acid solution required to clean the perforations, labor to perform the cleaning of the casing perforations, labor to pull the tremme pipe, labor to tear down the inner column, and to give the District a number which would then be transferred to the rebuilding of the pump, pick-up and delivery of material and to weld the three (3) holes in our casing pipe.* Secretary Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

MOTION

Member Victor Armendariz *made a motion to ratify a decision I "Victor" made authorizing the uh the uh "Pause" the the labor to tear down the inner column pipe. We made up...it was included in the motion we made earlier but I'm "Victor" just going to ratify the motion that the decision I "Victor" made yesterday. It is uh, it is umm, uh "Pause" the cost is \$2,250 and that tears down and inspects and cleans all the inner column pipe so they can come in and give us a report back as to how many we're going to have to replace outside of the ten (10).* Secretary Kay Lorenzen seconded the motion. **Motion Passed.**

3. ADJOURNMENT:

Without objection, meeting adjourned at 2:41 PM.

Dated this 3rd day of May, 2013

Submitted by: Brenda Brown, Office Manager

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