

DRAFT NOT-APPROVED

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

October 06, 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 7:03 P.M.

2. CALL TO THE PUBLIC:

1. Homeowner Linda Rodl presented a laptop with pictures of her and the neighboring properties yards turning brown due to the lack of water. Linda also stated her concerns regarding the current change in schedule due to the new irrigation procedures. Linda also commented on the time that she receives water and how it's become an inconvenience.

Secretary Brett Harrison stated that he will address this issue with her after the meeting

3. APPROVAL OF MINUTES:

MOTION Secretary Brett Harrison *made a motion to approve the Regular Board of Directors Meeting September 01, 2015.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

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 August 31, 2015 Financial Report for filing.* Member Eldon Graber seconded the motion. **Motion Passed,** unanimously.

B. Summary of Current Events:

President Kay Lorenzen reported on the construction of the New District Office and presented a piece of roofing, sample of color for the stucco and we'll have a dark brown accent color around the windows and trim. Kay stated that Quality Control Inspector Paul Peterson delayed dry walling because of three things; installation getting wet because of the rain, the plumbing had not been tested and questions regarding the power boxes. Kay also reported that after these issues have been addressed then the drywall can be completed. Kay also stated that she appreciated Paul for his commitment to detail. Member Eldon Graber stated his concerns regarding the water not being tested prior to concrete being poured. Kay also reported on the new data base that helps simplify letter writing for bridle path cleanup and that the information is retained in the system. Kay thanked Secretary Brett Harrison for all his effort in setting this up for the District.

C. Managers' Report:

Irrigation Manager Richard Mitten stated that twelve (12) repairs were completed for the month of September; this leaves fourteen (14) repairs remaining. Thanks to homeowner Shad Ciampi and his friend Jim McMahon for help with the transit, to measure the height and grade of all the standpipes on 39th Avenue from Paradise Lane to Greenway Road, in preparation of our double/weirs system we are planning to install on Lines 18-17-16-13. Thank you to homeowners Rick Gould and Board member Brett Harrison for all their help with the new programs and our computer update systems. This has saved the District a lot of time and a huge amount of money to all of us homeowners. Thanks again guys. Speaking of new programs, all of the Bridle path letters went out in less than two (2) days. That is the quickest the District has gotten the Notices out. The bulk trash pick-up gave the homeowners the incentive to clean up their bridle paths. Thanks to all of you for doing a fine job. There were 143 clean-up letters sent out, when usually there are 250 to 325 sent each quarter. Thank you for the good job, as it helps the irrigators and saves our trucks. Homeowners Paul Peterson and Board President Kay Lorenzen have been diligently working on the progression of the new building. It looks like it will be completed before the end of the year. A few homeowners' have viewed our new double weir working model and are very impressed. The working model was made by Brett Harrison. If you would like a demonstration of how it works, you can see it at the office or Brett and I can come to your home. It will be well worth your time. A few homeowners told me in order to help get their irrigation water spread over their yards faster, they put their mower as low as it will go and mow a path through their yard, then rake all the dead grass up. This sounds better than the forty (40) foot ditch that I dug in my yard. See attachment

D. Custodian of Records Report:

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. The District received one (1) Public Information Requests. Fees collected totaled \$.15.

5. NEW BUSINESS:

A. Discuss and possible action to approve two (2) vacation days for Office Manager:

MOTION Secretary Brett Harrison *made a motion to approve two (2) vacation days on Thursday, and Friday, October 22nd, and 23rd, 2015 for Office Manager.* Member Eldon Graber seconded the motion. **Motion Passed**, unanimously.

B. Discuss and possible action on appointment of Election Judges:

Office Manager Brenda Brown stated that the following three (3) qualified electors have volunteered for the November 10, 2015 as Election Judges: Renee Breeden, Lynette Gray and Dorrie Sullivan.

MOTION Secretary Brett Harrison *made a motion to appoint Renee Breeden, Lynette Gray and Dorrie Sullivan as Election Judges.* President Kay Lorenzen seconded the motion. **Motion Passed**, unanimously.

C. Discuss and possible action on replacing survey pin on Lot #330:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison, Member Eldon Graber and Irrigation Manager Richard Mitten regarding the replacement of Line 10, cost of a survey from \$550 to \$700, timeline of rebuilding the homeowners berms, unavailability of clean fill dirt, different types of survey pins, property/fence lines, accuracy of surveying, locating a reference point, installation of phone lines over the last several years and corresponding with the homeowners to retrieve the survey pin that was found in their yard.

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

D. Discuss and possible action to approve the statement for attorney fees in the amount of \$1,429.79:

Discussion ensued between President Kay Lorenzen and Member Eldon Graber regarding the additional incurred fees for phone calls to the attorney about construction issues for the new building. Eldon recommended that phone calls not be made to the attorney.

MOTION President Kay Lorenzen *made a motion to approve the statement for attorney fees in the amount of \$1,429.79.* Secretary Brett Harrison seconded the motion. Member Eldon Graber abstained. **Motion Passed.**

E. Discuss and possible action to approve \$426 cost for caulking at the front of the New District building:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Member Eldon Graber regarding the additional cost of caulking, footage and termites.

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

F. Discuss and possible action on future agenda items:

- 1. Schedule an Open House for the New District Office

6. 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*