

DRAFT MINUTES

SUNBURST FARMS IRRIGATION DISTRICT
Collection Policy Committee Meeting
Sunburst Farms Irrigation District
16040 N. 43rd Avenue
Glendale, AZ 85306

September 19, 2017

MEMBERS PRESENT: Kay Lorenzen, Peggy Schwend, Rick Gould, Larry Hudson and Karen Mills

EMPLOYEES PRESENT: Richard Mitten

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The regular meeting of the Sunburst Farms Irrigation District Collection Policy Committee was held on September 19, 2017. The meeting was called to order by Kay Lorenzen, at 6:38 P.M.

2. NEW BUSINESS:

A. Discuss and possible action on updating the Collection Policy:

The following topics were discussed:

- a. Credit reporting.
- b. Payment options.
- c. Raising the interest rate.
- d. Reinstatement fee \$100.
- e. 15 day shut off notice.
- f. Supplying self-addressed stamped envelope.
- g. Water cancelled prior to 90 days.
- h. Retaining new legal counsel.
- i. Cash operation vs. Accrual.
- j. Electronic statements.
- k. Bulk mail.

3. ADJOURNMENT:

Without objection, meeting adjourned at 8:04 P.M.

Dated this _____ day of _____, 2017

Submitted by: _____

Committee Secretary

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