

DRAFT NOT-APPROVED

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

September 01, 2015

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 7:01 P.M.

2. CALL TO THE PUBLIC:

1. Homeowner Larry Hudson wanted to remind homeowners that registration closes on Monday, September 21, 2015 for the November Election. Larry also commented on his public information request and that Brenda supplied him a response letter stating that the records no longer exist. Larry stated his concerns regarding the care of the vehicles and that incident reports should be completed, who was responsible, what type of damage and the report should be properly filed.

3. APPROVAL OF MINUTES:

MOTION Secretary Brett Harrison *made a motion to approve the Regular Board of Directors Meeting July 07, 2015, Special Board of Directors Meeting of July 17, 2015, Special Board of Directors meeting July 24, 2015, Regular Board of Directors Meeting August 4, 2015 and Special Board of Directors Meeting August 10, 2015.* 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 July 31, 2015 Financial Report for filing.* President Kay Lorenzen seconded the motion. **Motion Passed.**

B. Summary of Current Events:

Secretary Brett Harrison demonstrated how gravity fed irrigation distributes water in the same amount, but at different speeds or force, regardless of the size of pipe. A video will be prepared and placed on the website and the device that Brett built will be set up in the District Office as an educational tool.

C. Managers' Report:

Irrigation Manager Richard Mitten stated that thirteen (13) repairs and five (5) maintenance jobs were completed for the month of August; this leaves seventeen (17) repairs remaining. Out of the thirteen (13) repairs, three (3) new stand pipes were extended on 39th Avenue. Richard reported that the 39th Ave pump is running about 65 gallons per minute over last year. The new system is getting the right split to lines 17 and 18, and then splitting lines 11, 12, and 13 are the way they should be, with lines 14 through 16 holding their own with their time and water. If homeowners on lines 11, 12, and 13 would like to understand the new schedule, we could meet on a Saturday at the office for an irrigation 101 meeting, to discuss the splitting of lines 11, 12, and 13 and the difference between 8" and 10" valves and valve settings. Richard also reported that construction has started on the office building and that rough grading, concrete foundation and stem walls have been poured. See attachment

D. Custodian of Records Report:

Custodian of Records Brenda Brown reported on completed/outstanding and fees collected. The District received seven (7) Public Information Requests, and the one (1) pending request from homeowner Larry Hudson was given a response letter stating that the records that he requested "Incident Reports" no longer exist. Fees collected totaled \$.75.

5. NEW BUISNESS:

A. 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 on Friday, September 4, 2015 for Office Manager.* President Kay Lorenzen seconded the motion. **Motion Passed.**

B. Discuss and possible action to give 90 day notice on rental property:

Discussion ensued between President Kay Lorenzen and Office Manager Brenda Brown regarding the application and certification for payment "Draw" from Kroll Construction that was supplied to the office today, Tuesday, September 1, 2015, from Quality Control Inspector Paul Peterson and that according to Paul the information is accurate and passed

his inspection. Kay directed Brenda to ask the rental company if the district could stay an additional month if necessary.

MOTION Secretary Brett Harrison *made a motion to give 90 day notice on rental property.* President Kay Lorenzen seconded the motion. **Motion Passed.**

C. Discuss and possible action to authorize the purchase of pipe/fittings for line replacements when prices drop in the winter:

Discussion ensued between President Kay Lorenzen, Secretary Brett Harrison and Irrigation Manager Richard Mitten regarding the current price of pipe vs. winter prices and to possibly get quotes from additional vendors. Irrigation Manager Richard Mitten stated that the material being purchased is 15” 80’ PVC.

MOTION Secretary Brett Harrison *made a motion to authorize the purchase of pipe/fitting not to exceed \$8.55 per foot.* President Kay Lorenzen seconded the motion. **Motion Passed.**

D. Discuss and possible action on future agenda items:

- 1. Appointment of Election Judges

6. ADJOURNMENT:

Without objection, meeting adjourned at 7:33 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*