

# SUNBURST FARMS IRRIGATION DISTRICT

## EXECUTIVE BOARD

Karen Mills, President  
Barbara Campbell, Secretary  
Markito Banuelos, Member

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### Regular Board of Directors Meeting

March 03, 2009 – 7:30 P.M.  
Irrigation District Office  
16040 N. 43<sup>rd</sup> Avenue

#### AGENDA

#### REGULAR BOARD MEETING

1. CALL TO ORDER: (Karen Mills, President)
2. APPROVAL OF MINUTES: Regular Board of Directors Meeting on February 03, 2009.
3. CORRESPONDENCE: (To be read by Secretary)
4. CALL TO PUBLIC: (Comments from the public)
5. REPORTS:
  - A. Board Reports (Comments from Board of Directors)
  - B. Financial Report (Neil Sullivan and or Angelique Law)
  - C. Managers Reports (Brenda Brown & Richard Mitten)
  - D. Legal Liaison's Report (Peggy Schwend)
  - E. Efficiency Review Committee (Bob Bustoz)
6. VOTE TO GO INTO EXECUTIVE SESSION:
7. EXECUTIVE SESSION (Per ARS 38-431.03A)  
(The Board may vote to discuss Legal issues and or Employee Issues)
  1. CALL TO ORDER (Karen Mills, President)
  2. Discuss legal issues for Lot 280 Line 08
  3. ADJOURNMENT BACK TO REGULAR SESSION

#### REGULAR SESSION

8. CALL TO ORDER (Karen Mills, President)
9. NEW BUSINESS:
  - A. Discuss and decide Lot 280 Line 08, disposition "possible action"
  - B. Discuss and decide adopting a resolution for ARS 48-2990 & ARS 48-2901
  - C. Discuss and decide \$1,000 charge for Lot 903 Line 03
  - D. Discuss and decide availability of minutes
  - E. Discuss and decide to Capitalize RFP 01-08 in the amount of \$88,221.00
  - F. Discuss and decide Costco Membership
  - G. Discuss and decide American Express Credit Card
  - I. Discuss and decide to clean Line 01 from 43<sup>rd</sup> Ave to dead end Line 01 or 47<sup>th</sup> Ave
  - J. Discuss and decide add for 43<sup>rd</sup> Ave approximately 2,590 feet
  - K. Discuss and decide Lot 328 Line 10 "tree roots"
  - L. Discuss and decide Lot 496 Line 08 "tree uprooted"
10. ADJOURNMENT:

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

March 03, 2009

MEMBERS PRESENT: Karen Mills, President  
Barbara Campbell, Secretary  
Markito Banuelos, Member

EMPLOYEES PRESENT: Richard Mitten  
Brenda Brown

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The meeting was called to order by President Karen Mills at 7:30 P.M.

2. APPROVAL OF MINUTES:

Barbara Campbell made a ***motion to approve the Regular Board of Directors Meeting on February 02, 2009.*** Markito Banuelos seconded the motion. **Motion Passed**, unanimously.

3. CORRESPONDENCE:

Secretary Barbara Campbell read the following correspondence. Letter dated February 05, 2009, February 28, 2009, February 05, 2009, March 01, 2009, and March 02, 2009 all correspondence from homeowner Randy Videen Lot #903 Line 03. *See Attachments* Correspondence submitted at February 03, 2009 Regular Board of Directors Meeting from homeowner Randy Videen Lot 903 Line 03 answered by Irrigation Manager Richard Mitten as follows:

1. Was the awning meant to help prevent rain water from entering the building? *Yes.*
2. What the cost of the project to date? *Approximately \$800 material only.*
3. What alternative remedies were suggested and what were the comparable costs and benefits? *I can support records for three years this included a flood that occurred on August 3, 2005 Apex Carpet Cleaning with rental of three large fans in the amount of \$875. We've since purchased sand bags, graded, installation of cinder blocks and the use of gutters. Many employee hours had been spent pumping excess water out of the office. This does not include prior floods.*
4. What was the cost of the permit for this structural project? *No permit*
5. What considerations were given to ADA compliance when building this structure? *Westside entrance only.*
6. Were there water delivery related projects which may have had a higher cost/benefit ratio? *No*

4. CALL TO PUBLIC:

1. Homeowner Charlie Bird Lot 175 Line 08 stated his concerns on District issues.
2. Homeowner Ray Perkins Lot 643 Line 15 stated his concerns on District Policies.

5. REPORTS:

**A. Board Reports:**

Barbara Campbell stated during last months meeting she requested to have a desk audit for a month from our Irrigation Manger Richard Mitten. This was a loosely kept log of his time. For example:

Does he work a shift of irrigation while the irrigators are on vacation or if they call in sick? Also, how much time is spent on PR work with the customers and or maintenance? The information is collected and next month a typed report will be available and submitted to the Newsletter. Markito Banuelos stated he is still working and gathering grant information for the District.

**B. Financial Report:**

Homeowner Walt Michels brought questions on Membership fees that were not in balance in the amount of \$71.50 and a new account showed up on the financial statement 417 Maint/Repairs-Water System-Other with an amount of \$117.13. Office Manager Brenda Brown stated she would look at the Membership fee. Angelique stated she correct any problems that have occurred and make the necessary changes. Questions will be answered at the next Regular Board of Directors Meeting.

**C. Managers Reports:**

*See Attached Reports*

**D. Legal Liaison's Report:**

Peggy Schwend Peggy Schwend stated she has nothing to report.

**E. Efficiency Review Committee:**

Bob Bustoz supplied the Board of Directors a Cost Comparison of Sunburst Farms Irrigation District "SBFID" vs. the equivalent City of Phoenix sprinkler water study. This does not include SBFID Special Assessments. *See Attachment*

6. VOTE TO GO INTO EXECUTIVE SESSION:

No action taken

9. NEW BUSINESS:

**A. Discuss and decide Lot 280 Line 08, disposition possible action.**

No action taken

**B. Discuss and decide adopting a resolution for ARS 48-2990 & ARS 48-2901:**

Barbara Campbell made a motion to replace *ARS 48-3164* in our irrigation lien forms with *ARS 48-2990 and ARS 48-290 as advised by legal counsel*. Markito Banuelos seconded the motion. **Motion Passed**, unanimously.

**C. Discuss and decide \$1,000 charge for Lot 903 Line 03:**

Barbara Campbell made a *motion to postpone the \$1,000 charge for Lot 903 Line 03 indefinitely*. Markito Banuelos seconded the motion. **Motion Passed**, unanimously.

**D. Discuss and decide availability of minutes:**

Markito Banuelos made a *motion to have minutes stamped draft not approved available within three days after a meeting and provide the first CD at no charge. The second disc ordered would be \$5.00 each*. Barbara Campbell seconded the motion. **Motion Passed**, unanimously.

**E. Discuss and decide to Capitalize RFP 01-08 in the amount of \$88,221:**

Markito Banuelos made a *motion to Capitalize RFP 01-08 in the amount of \$88,221*. Barbara Campbell seconded the motion. **Motion Passed**, unanimously.

**F. Discuss and decide Costco Membership:**

Markito Banuelos made a *motion to have Costco Business Membership in District's name*: Barbara Campbell seconded the motion. **Motion Passed**, unanimously.

G. **Discuss and decide Costco American Express Credit Card:**

Barbara Campbell made a *motion to open a Costco American Express Credit Card*. Markito Banuelos seconded the motion. **Motion Passed**, unanimously.

H. **Discuss and decide to clean Line 01 from 43<sup>rd</sup> Ave to dead end Line 01 and 47<sup>th</sup> Avenue:**

Barbara Campbell made a *motion to clean Line 01 from 43<sup>rd</sup> Ave to dead end or 47<sup>th</sup> Ave*. Markito Banuelos seconded the motion. Discussion ensued. *Barbara Campbell moved to withdraw her motion*. Markito Banuelos seconded the motion. Discussion ensued on the cleaning process, correct footage and getting at least two or three bids for the job. Barbara Campbell made a *motion that three bids are requested for Line 01 from 43<sup>rd</sup> Ave to dead end Line 01 and 47<sup>th</sup> Ave*. Markito Banuelos seconded the motion. **Motion Passed**, unanimously. President Mills stated that this item will be on next months Agenda.

I. **Discuss and decide ad for 43<sup>rd</sup> Ave approximately 2,590 feet:**

Barbara Campbell made a *motion to approve the ad for 43<sup>rd</sup> Ave approximately 2,590 feet*. Markito Banuelos seconded the motion. **Motion Passed**, unanimously.

J. **Discuss and decide Lot 328 Line 10 "tree roots":**

Tabled

K. **Discuss and decide Lot 496 Line 08 "tree uprooted":**

Barbara Campbell made a *motion to cut and remove fallen tree*. Markito Banuelos seconded the motion. Discussion ensued on labor costs and dump fees. Policy states: "It's the homeowners' responsibility to manage and maintain their water once it arrives on the property;" and that "it's advisable to be present during the time of irrigation." With no further discussion President Mills called for the vote Markito Banuelos voted aye. President Karen Mills voted no. Barbara Campbell voted no. Markito Banuelos requested to change his vote to no. President Karen Mills stated by unanimous vote we have defeated the motion to cut up and remove the tree on Lot 496 Line 08.

10. ADJOURNMENT:

Without objection meeting adjourned at 9:56 PM

Dated this 3 day of March, 2009

Submitted by: B. Brown

Minutes accepted on: April 7<sup>th</sup>, 2009 by Secretary bhc.

