

DRAFT NOT-APPROVED

SUNBURST FARMS IRRIGATION DISTRICT
Regular Board of Directors Meeting
Sunburst Elementary School
14218 N. 47th Avenue
Glendale, AZ 85306

October 2, 2012

MEMBERS PRESENT: Victor Armendariz, President
Carrie Kuitunen, Secretary
Courtland Rouse, 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 Victor Armendariz, President, at 6:48 P.M.

2. APPROVAL OF MINUTES:

No motion made

3. CORRESPONDENCE:

1. Letter dated October 2, 2012 from homeowner Randy Videen
2. Email dated September 19, 2012 from homeowner Cindy Bowen
3. Anonymous letter dated October 2, 2012

4. REPORTS:

A. Financial Report:

Accountant Robert 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:

President Victor Armendariz reported on the 43rd Avenue motor failure which is listed as an emergency agenda item.

C. Irrigation Manager Report:

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No report given

D. Legal Liaison Report:

No report given

E. Pump/Repair Report:

Homeowner Bob Bustoz reported on the trend of both pumps. See Attachment

F. GPS Committee Report:

Committee Chair Larry Hudson reported on the trend of both GPS units installed in District vehicles. Larry also supplied the Board of Directors a list of recommendations that the GPS Committee put together for the Board's consideration. See Attachment

5. OLD BUSINESS:

A. Discuss and possible action on documents related to Videen/Jones lawsuit:

MOTION President Victor Armendariz *made a motion to table this agenda item indefinitely.* Member Courtland Rouse seconded the motion. **Motion Passed**, unanimously.

6. NEW BUSINESS:

A. Discuss and possible action to capitalize 160' Lot #565 Line 6 replacement:

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

B. Discuss and possible action to capitalize \$703.65 for the three (3) GPS units:

MOTION Member Courtland Rouse *made a motion to capitalize \$703.65 over a three year period.* President Victor Armendariz seconded the motion. **Motion Passed**, unanimously.

C. Discuss and possible action in regard to prior homeowner account fees, charges, credit memos and possible failure by the district to adhere to collection policies:

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

D. Discuss and possible action in regard to failure of employees to respond timely to board member requests for information:

No action taken

E. Discuss and possible action on accepting proposal in regards to Lot #220 Line 06:

MOTION President Victor Armendariz *made a motion to table this agenda item until the next Regular Board of Directors Meeting.* Secretary Carrie Kuitunen seconded the motion. **Motion Passed**, unanimously.

F. Discuss and possible action on the appointment of Election Judges for the November 13, 2012 Election:

MOTION President Victor Armendariz *made a motion on the appointment of volunteers for the Election Judges to include homeowners Lynette Gray, Barbara Campbell, Donna Burgess, Larry Hudson and Tim Johnson for the November 13, 2012 Election.* Member Courtland Rouse seconded the motion. **Motion Passed**, unanimously.

G. Discuss and possible action on preparing, mailing and collection of ballots:

MOTION President Victor Armendariz *made a motion on accepting volunteers for the preparing of the election ballots, Bill Scott and representatives for each candidate will accompany Carrie for the mailing and collection of the election ballots, Bobby Hacker will have possession of the key to the post office box and may assist for the mailing/collection of the election ballots.* Secretary Carrie Kuitunen seconded the motion. **Motion Passed**, unanimously.

H. Discuss and possible action to move forward to three week irrigation schedule:

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

I. Discuss and possible action to upgrade to GPS system to include speedguage:

MOTION President Victor Armendariz *made a motion to upgrade to GPS system to include speedguage in the amount of \$3.00 per vehicle per month.* Secretary Carrie Kuitunen seconded the motion. Member Courtland Rouse abstained. **Motion Passed**.

J. Discuss and possible action on the procedure to move forward with the ED7 admission request and collection of signatures:

MOTION Member Courtland Rouse *made a motion to move forward with the ED7 admission request and collection of signatures “petition” may be sent out via billing, accessed via website, newsletter and or homeowners may sign in person.* President Victor Armendariz seconded the motion. **Motion Passed**, unanimously.

7. CALL TO PUBLIC:

Homeowners expressed their concerns and asked questions of the board of directors.

8. A.R.S. § 38-431.02 (D) EMERGENCY SESSION

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President Victor Armendariz reported that the 43rd Avenue motor failed on Monday, October 1, 2012 at approximately 5:30 pm. Victor also stated that the motor was pulled today, Tuesday, October 2, 2012. This is an emergency and the Board needs to decide on how to move forward and at the most efficient way possible so the remainder of homes can receive their water. Victor also reported that the District received three (3) quotes from the following; Precision Electric Company in the amount of \$19,430, Navajo Pump and Supply in the amount of \$24,000 and The Pump Company in the amount of \$27,479. Discussion ensued the cost of repairing the current motor vs. purchasing a new motor and does the current quotes include tax, labor and what type of warranty does a new motor come with. After the Board of Directors evaluated the quotes President Victor Armendariz directed the Irrigation Manager Richard Mitten to clarify what was included in all the bids.

A. Discuss and possible action on moving forward with repair/replacement of 43rd Avenue pump/motor:

No action taken

9. ADJOURNMENT:

Without objection, meeting adjourned at 9:30 PM.

Dated this _____ day of _____, 2012

Submitted by: Brenda Brown, Office Manager

Minutes accepted on: _____, 2012 by Secretary _____.

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