

OFFICE UPGRADE COMMITTEE

Meeting Minutes

November 13, 2014

I. Call to order

Victor Armendariz called to order the regular meeting of the Office Upgrade Committee at 6:40PM on November 13, 2014 at 15610 N. 35th Ave Suite 7, Phoenix, AZ 85053.

In attendance: Victor Armendariz, Peggy Schwend, Paul Peterson & David Franklin. (Note: Merv Graber & Brian Rowe asked to be removed from the committee)

II. Approval of Minutes

Motion was made by Victor Armendariz and seconded by David Franklin:

Moved to accept the regular minutes of October 21, 2014 as written. (Motion Passed).

III. Old Business:

- A. Discuss and possible action on the following: Replacement, Location, Rebuild, Needs, Demolition; and address any/all serious problems of the district office.**

David Franklin reported that he had talked to Kasandra in the City of Phoenix Planning Department receiving the following information:

If a new building is built, SFID must abide by all city codes except zoning requirements such as set back requirements. SFID must submit a Fact Finding Application (Copy of form will be attached to official minutes located in SFID office). The application fee will be \$300 if only written response is requested. The application fee will be \$600 if an additional meeting with P&D staff is requested.

If a remodel of existing building is selected then may not be as stringent but still will need to file the Fact Finding Application & must get permits & obey codes. There is a 50% rule that applies. If SFID does not exceed 50% of cost of existing building then won't have to follow setbacks, parking lot changes & handicap restrooms, etc.

Paul Peterson disagreed with some of the information above. He shared his findings that there is precedence; case history exists that schools such as Desert Mountain High School

with City of Scottsdale & City of Mesa and their school districts don't have to allow building inspections on site. (Source of this information is another architect in Scottsdale).

The key is that SFID is a Municipal Corporation before the area was annexed by City of Phoenix. As a municipal Corp., under Arizona Revised Statutes, SFID is treated with same responsibilities and rights as a city. SFID is then able to be self-certifying. For example, SFID currently calls APS when needed a meter to be installed and do not need to have City of Phoenix inspection. (This information was experienced and provided by Richard Mitten).

Discussion ensued regarding zoning code compliance. General consensus was that some building codes should still be followed, such as electrical standards, building standards, etc. The current zoning code on the well properties did not fit since the properties are not 1 acre parcels. SFID is a Municipal Corporation, SFID is a separate entity from City of Phoenix and SFID does not pay income / property taxes.

It was discussed that it might be a good idea to contact the SFID attorney for a legal opinion on SFID being able to self-certify.

Victor Armendariz presented his research on option G (Purchase New Office That Is Already Built). He explored the 3710 W Greenway Road location that has an office currently for sale. It is 1000 square feet for \$80,000 (\$80 per square foot). The location is a shell with AC but no bathroom or finished walls. (A fully completed office would cost about \$107,000). The location has a common water meter with other businesses in the complex. There is a \$200 per month fee for maintenance of the grounds and parking lot. There is a \$3000 per year for taxes. Discussion continued on whether SFID would have to pay taxes if a new office location was purchased. (This would be an issue that must be resolved if SFID chooses this option.) Victor asked David Franklin and Paul Peterson to go with him for an onsite visit of the 3710 W Greenway Road. They will report findings at the next Office Upgrade Committee Meeting.

Kay Lorenzen commented that the committee was given a quote of cost of a 1200 square foot insulated steel building complete with AC and a bathroom for \$50,000. (That would be options H & I that also need to be explored before any recommendations can be made).

Discussion ensued regarding option of purchasing the acre at 43rd Ave. More information needed for this option.

Discussion ensued about the existing building and around the issue of hazardous material review. If an offsite office option is selected, then the existing building issues must still be addressed.

B. Discuss and possible action to report findings and options

Motion was made by Victor Armendariz and seconded by Paul Peterson:

Motion to recommend to the SFID Board of Directors to have a conduct a hazardous material assessment of 43rd Ave office building. (Motion Passed).

Motion was made by Victor Armendariz

Motion to recommend to the SFID Board of Directors have the attorney review (Died for lack of second)

Motion was made by David Franklin and seconded by Peggy Schwend

Motion that someone from this committee go to the city to get recommendation whether SFID can self-certify. (Motion passed).

Motion was made by Victor Armendariz and seconded by Paul Peterson.

Motion to recommend to the SFID Board of Directors to contact the SFID attorney to determine if SFID can self-certify. (Motion Passed).

IV. New Business:

A. Discuss and possible action to determine costs and feasibility of various options

B. Discuss and possible action on future agenda items

C. Discuss and possible action on setting next meeting date

General consensus for next meeting: Thursday December 11th @ 6:30P at SFID Office 15610 N 35th Ave Suite 7, Phoenix, AZ.

V. Adjournment

Victor Armendariz adjourned the meeting at 7:47PM.

Minutes submitted by: Peggy Schwend

SUNBURST FARMS IRRIGATION DISTRICT

Committee Members
Victor Armendariz – Chair; Peggy Schwend – Secretary;
David Franklin; Paul Peterson; Jesse Connor;
Drew Zanga; David Pettijohn;

Minutes approved by: [Name]