

Kay Lorenzen,	President
Seat Vacant	Secretary
Eldon Graber,	Treasurer

**NOTICE OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS**

16040 N. 43rd Avenue
Glendale, AZ 85306

NOTICE IS HEREBY GIVEN, pursuant to A. R. S. Section 38-431.02A, that the Board of Directors of the Sunburst Farms Irrigation District will hold a special meeting, which is open to the general public, on **December 13, 2017 at 6:30 p.m.** at the District Office located at 16040 N. 43rd Ave, Glendale, Arizona, 85306 to consider the following:

AGENDA

Members of the Board of Directors will attend either in person or by telephone, video or internet conferencing.

RULES FOR ADDRESSING THE IRRIGATION BOARD OF DIRECTORS

It is the Board’s desire to hear public comments on agenda items. As it is important to maintain order during the meeting, please adhere to the following rules of order if you wish to speak:

1. Homeowners will have three (3) minutes to address the Board in the Call to the Public. Input from the public on agenda items should be provided during Call to the Public.
2. Homeowners must first be recognized by the Presiding Officer to speak. Only one (1) person may speak at a time.
3. Homeowners will address the board, not each other, once recognized by the Presiding Officer.
4. The Board may not discuss District business with each other outside of Open Meetings; noticed meeting are the only time business issues may be discussed. It is the Board’s time to discuss issues.
5. Time permitting, the Board may allow input from the public during the meeting. Homeowners may speak only one time per issue.

1. CALL TO ORDER: (Kay Lorenzen, President)

2. APPROVAL OF MINUTES: Regular Board of Directors Meeting November 7, 2017, Executive Board of Directors Meeting November 7, 2017, Special Board of Directors Meeting November 15, 2017 and Special/Canvass Board of Directors Meeting November 20, 2017

3. CALL TO PUBLIC: (This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration on and decision at a later date).

4. REPORTS:

A. Financial Report (Cathy Hacker)

 1. Approval of financial report

B. Summary of Current Events (President) A brief summary of current events may be provided by the President, members of the Board and/or District Management. The Board will not propose, discuss, deliberate or take legal action at the meeting on any matter addressed in the summaries, unless the specific item is otherwise properly noticed.

SUNBURST FARMS IRRIGATION DISTRICT

Kay Lorenzen, President
Seat Vacant Secretary
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Table with 2 columns: Item (C-E) and Description. C. Managers' Report (Richard Mitten) Breaks/Leaks/Pumps/Repairs & Current Events • Pump Report; D. Custodian of Records (Brenda Brown) Completed/Outstanding/Fees collected; E. Ad Hoc Committees (Chairperson) • Employee Handbook (Kay Lorenzen) • Collection Policy (Kay Lorenzen) • Employee Evaluation (Kay Lorenzen) • Vehicle Longevity (Larry Hudson)

5. OLD BUSINESS:

- A. Discuss and possible action to approve HOA written agreement
B. Discuss and possible action to approve proposal on HOA container
C. Discuss and possible action to approve a mass notification system

6. NEW BUSINESS:

- A. Discuss and possible action to accept offer from Lot #519 Line 09
B. Discuss and possible action to accept partial payment from Lot #519 Line 09
C. Discuss and possible action to approve Christmas bonus for employees
D. Discuss and possible action to approve five (5) vacation days for Irrigation Manager
E. Discuss and possible action to approve four (4) vacation days for Office Manager
F. Discuss and possible action to capitalize Line 14 Phase 1, 2 and 3 in the amount of \$33,663.84
G. Discuss and possible action to ratify \$1,800 to Parker & Sons for removal of liner on 43rd Ave
H. Discussion on sexual harassment
I. Discuss and possible action to accept Brett Harrison's resignation
J. Discuss and possible action on getting quotes for a new irrigation scheduling program
K. Discuss and possible action on the office surveillance system
L. Discuss and possible action on future agenda items

Members of the Board may, upon motion and majority vote, convene into one or more executive sessions, which will not be open to the public, regarding any of the matters otherwise noticed on this agenda for any of the purposes specified in A.R.S. Sections 38-431.03A(1) through (7), inclusive, including, without limitation, discussion, consideration or consultation (i) with its attorneys for legal advice or to consider its position and instruct its attorneys regarding contracts that are the subject of negotiation, in pending or contemplated litigation or in settlement discussions, (ii) of employment, assignment, appointment, promotion demotion, dismissal salaries, disciplining or resignation of District officers, appointees or employees, (iii) of records exempt by law from public inspection, or (iv) with designated representatives regarding negotiations for the purchase, sale or lease of real property.

7. ADJOURNMENT:

Posted this _____ day of _____, 20____.

by: _____
Brenda Brown, Custodian of Records

The Sunburst Farms Irrigation District does not discriminate on the basis of disability in admission to its public meetings. Persons with a disability may request a reasonable accommodation by contacting the District at phone number (602) 938-8760. Requests should be made by noon of the day of the scheduled meeting to allow time to arrange the accommodation.

