

SUNBURST FARMS IRRIGATION DISTRICT
Board of Directors Meeting
16040 N. 43rd Avenue
Glendale, AZ 85306

April 2, 2019

MEMBERS PRESENT: Victor Armendariz, President
Larry Hudson, Treasurer
Renee Breeden, Secretary

EMPLOYEES PRESENT: Richard Mitten

OTHERS PRESENT: (See attached sign-in list)

1. CALL TO ORDER: The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on April 2, 2019. The meeting was called to order by President, Victor Armendariz at 7:01 P.M.

2. CALL TO THE PUBLIC

Call to the Public & Agenda Item Old Business E: Brenda Brown, Lynette Gray, and Brenda's Attorney Patricia Ronan, came to the open meeting. Brenda's attorney lectured the board of directors about open meeting laws and threatened to file another complaint about what she described as insufficient agendas, minutes and not following the open meeting laws. She also attempted to question the board members about attorney changes and answering the complaint from the lawsuit. Lastly, Brenda then asked the board if they got her other claim, she was not specific about the nature of a second claim. The board was unable to discuss the issues raised and said they would check with our attorney. The threesome left promptly after they were finished.

3. APPROVAL OF MINUTES

Special Meeting October 31, 2018, Special Meeting (Canvass of Election) November 19, 2018, Regular Board of Directors Meeting December 4, 2018, Special Meeting December 10, 2018, Special Meeting December 17, 2018, Regular Meeting January 8, 2019, Regular Meeting February 5, 2019, and Regular Meeting March 5, 2019.

MOTION

Secretary Renee Breeden made a motion to approve minutes. Treasurer Larry Hudson seconded and motion carries.

4. REPORTS

A. Financial Report

1. Approval of financial report

Cathy Hacker presented the February reports.

B. MANAGER'S REPORT

February & March 2019

MANAGER REPORT

I didn't get to write down my February manager report. The crew got Line 12 (313 ft.) done between 41st & 40th south of Greenway. With all the rain it took a lot longer to finish, but we got it done. Thanks to all the homeowners who think the repair helped their water. The water table is high so it's easier for the pump to pump water, so it's a combo of many things that helps us all.

The week of March 18th the air conditioner quit on 39th Ave. Homeowner Chet Chapman checked things out and hooked the district up with an air conditioner company. He also reset our triple 7 & V.F.D. settings to help it run better. Thanks Chet.

March 28th the District put a shade up over the 39th Ave. electrical box/panel. It was only 83 degrees that day and the temperature gage hit a high of 127 on the east side of the box. The doors were left open to help with the circulation. When the roof was covered it dropped 27 degrees. This should help so the pump will not overheat and shut off.

We are now on a 2 week irrigation cycle. Be sure to make any adjustments/changes to your irrigation schedule by 10 am on the Wednesday before your week of irrigation to avoid any charges or non-delivery of water.

In an effort to GO GREEN we are trying to have more of the monthly statements sent out via email. If interested please contact the office to sign up, and make sure to give us the email address. Also, we have a lot of old phone numbers for members. Please update with current numbers so we can call you if needed.

Homeowners, if you see any leaks in your yard or bridle path please call the office immediately so we can put it on our repair list.

C. CUSTODIAN OF RECORDS

Treasurer Larry Hudson had one Public Records which he told Richard Mitten to call and let them know they are now available to come and review.

5. OLD BUSINESS:

A. Discuss and possible action on progress of desk manuals for Managers:

Discussion. No action.

B. Discuss and possible action on researching new attorney for district:

Discussion. Tabled until next month.

C. Discussion and possible action on GPS procedures and information:

Discussion. Tabled until next month.

D. Discussion and possible action on cash flow statement.

Discussion. Tabled until next month.

E. Discuss and possible action on Attorney General complaint and Brenda Brown complaint against Sunburst Farms:

Discussion. Tabled until next month.

6. NEW BUSINESS**A. Discuss and possible action on ratify insurance renewal.**

The board ratified the combined insurance premium payment of \$19,800 to Cincinnati Insurance Company and Liberty Special Markets. Information was provided in a previous post for detailed information.

MOTION

President Victor Armendariz made a motion. Secretary Renee Breeden seconded and motion carries.

B. Discuss and possible action on lunch for hourly employees.

The board discussed the issue that the repair crew do not clock out for lunches and have been getting paid during this time. Irrigators do not often get a duty-free lunch so they do not have to clock out unless an opportunity presents itself for them to take off for a lunch, then they should clock out. Discussion ensued about if 30 minutes would be enough time for hourly employees to go and get lunch. The board decided that 45 minutes should be adequate. The new office employee is part time so the board excluded her from having to take a 45-minute lunch if she chooses not to.

MOTION

Treasurer Larry Hudson made a motion. Secretary Renee Breeden seconded and motion carries.

C. Discuss and possible action on Line 12 replacement.

Discussion about budget amounts for Line 12 and about capitalizing Line 12,
No action was taken.

D. Discuss and possible action on irrigation scheduling, interruptions and deliver procedures.

Homeowners were upset that they got water 24 hours earlier than scheduled without a phone call. Livestock were out in pastures and the irrigation manager placed the blame on his irrigators, but the board felt it was his responsibility to call people if they are getting water a day early. The board tabled the item until prior board decisions can be researched for time frame and expectation of calling homeowners.

Tabled until next month.

E. Discuss and possible action on employee handbook manual.

The board approved the manual and will put it online for homeowners to refer to. The board labeled the manual 2018-2019.

MOTION

Secretary Renee Breeden made a motion to approve the handbook manual. Treasurer Larry Hudson seconded and motion carries.

F. Discuss and possible action on establishing a budget committee for fiscal year 2019-2020.

The board appointed Peggy to be chairman and named some homeowners who have offered to serve. Jeremy Mitchell, Kay Lorenzen, and Robert Bustoz.

ADJOURNMENT: Without objection, meeting adjourned at 9:02 PM

Dated this 5th day of April, 2019

Submitted by: Kerrie Kauzlarich
Office Assistant

Minutes accepted on: _____, 2019 by Secretary _____

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

Regular Board of Directors Meeting
April 2, 2019
7:00 p.m.

SIGN IN SHEET

NAME:

1. Patricia E. Ronan
2. Walter Michaels
3. Carrie Kuitunen
4. Jeremy M. Ladd
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

Regular Board of Directors Meeting

April 2, 2019

7:00 pm

CALL TO PUBLIC

NAME:

1. Patricia E. Ronan

2. _____

3. _____

4. _____

6. _____

7. _____

8. _____

9. _____

10. _____