

SUNBURST FARMS IRRIGATION DISTRICT

EXECUTIVE BOARD

Victor Armendariz, President
Renee Breeden, Secretary
Larry Hudson, Treasurer

Budget Committee Meeting
May 9, 2019 – 6:00 P.M. to 8 P.M.
16040 N. 43rd Avenue
Glendale, AZ 85306
AGENDA

NOTICE IS HEREBY GIVEN, pursuant to A. R. S. Section 38-431.02A, that the Budget Committee of the Sunburst Farms Irrigation District will hold a Budget Committee meeting, which is open to the general public, on **Thursday May 9, 2019 at 6:00 p.m. to 8 p.m.** at the District Office located at 16040 N. 43rd Avenue, Glendale, AZ., 85306 to consider the following:

Budget Committee Members: Peggy Schwend, Bob Bustoz, Victor Armendariz, Jeremy Mitchell, Kay Lorenzen Requested Guests: Richard Mitten, Cathy Hacker, Kerrie Kauzlarich

1. CALL TO ORDER: (Peggy Schwend - Chair)
2. OLD BUSINESS: NONE)
3. NEW BUSINESS:
 - A. Discuss 2018-19 Financials (Continued)
 - B. Discuss and Decide on line items for Water fee for 2019-2020 Budget Committee Recommendation
 - a. Decide number of water hours sold
 - b. Decide cost of Power/hour (determines value of 311)
 - c. 213 - Other Services (Lien Filing Fees)
 - d. 214 - Escrow Transfer Fees (number of home sales @ \$100)
 - e. 215 - Finance Charges (interest on over 30day accounts)
 - f. 331 - State Water Fees (.69422?) (Due 4/1 once a year end of March)
 - g. 351 – Pump Supplies (mineral oil)
 - h. 352 – Irrigation Transportation Gas/oil
 - i. 361 – Irrigation Labor (See 2019-2020 wage calculator)
 - j. 371 – Payroll Taxes/Fringes – Irrigation (.0991?)
 - k. 372 – Health Insurance – Irrigation (only 1 irrigator)
 - C. Review cost of water, net income or loss on water, and decide on Cost Of Water/Hr.(Lines 8, 10, 17 , 19, 27, 28, 29,30)
 - D. Discuss and Decide on line items for Member / Overhead Fee for 2019-2020 Budget Committee Recommendation
 - a. 362 – Salary – Irrigation Manager
 - b. 363 – Admin Payroll Expense – Administrative Assistant
 - c. 364 – Payroll Taxes/Fringe- Salary & Admin
 - d. 365 – Manager Transportation Gas
 - e. 366 – Health Insurance - Salary & Admin
 - f. 375 – State Compensation Fund
 - g. 411 – Depreciation Expense
 - h. 414 – Building & Equipment Repair
 - i. 416 – Pumps- Maintenance – (Preventative Maintenance)
 - j. 417.1 – Direct Labor – Maintenance
 - k. 417.2 – Materials
 - l. 417.3 – Outside Services
 - m. 417.4 – Maintenance/ Repair - Payroll taxes/Fringes

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- n. 417.5 – Health Insurance - Maintenance / Repair)
 - o. 419.1 - Fleet Vehicles
 - p. 419.2 – Tractor
 - q. 420 – Mntc Gas Transportation
 - r. 421 – Electricity (For Office)
 - s. 422 – Sewer & Water
 - t. 423 – Telephone (Office & Cell)
 - u. 424 – Alarm
 - v. 431 – Insurance (For District)
 - w. 441 – Legal Expenses
 - x. 442 – Accounting Expenses
 - y. 443 – Auditing Expenses (Reviews & Audits)
 - z. 444 – Collection Fees
 - aa. 446 – Other Contract Services
 - bb. 451 – Postage
 - cc. 461 – Licenses & Taxes
 - dd. 471 – Misc. & Public Relations
 - ee. 483 – Office Supplies
 - ff. 484 – Mileage
 - gg. 485 – Bank Charges & Fees
 - hh. 486 – Dues & Subscription
- E. Review overhead expenses, net income or loss on member/ overhead and decide on amount of Member Fee. (Lines 73, 74, 75, 76, 78, 79) (Line 98 Shows overall Net Income or Net Loss)
- F. Discuss and Decide on Capital Budget for 2019-2020 Budget Committee Recommendation.
- a. Review 2018-2019 Capitalization.
 - b. Review existing bank accounts.
 - c. Determine amount Capital to be carried over from 2018-2019 to 2019-2020.
 - d. Identify capital projects to be completed in 2019-2020.
 - e. Discuss and decide if any Capital Assessment is to be added to 2019-2020 Budget.
- G. Identify and change any items needed to be revised.
- H. Discuss and decide on proposed budget
- a. Motion: Move that the Budget Committee accept the proposed 2019-2020 budget and recommend the 2019-2020 proposed budget to the SBFID Board of Directors.

4. ADJOURNMENT:

Posted this 6 day of May, 2019 ____by:__ Peggy Schwend – Budget Committee Chair

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.

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PUBLIC NOTICE

There is no Board agenda; no official action will be taken at this time.

NOTICE OF ATTENDANCE

May 9, 2019

Two or more Sunburst Farms Irrigation District Board of Directors may be in attendance at the following event:

Sunburst Farms Irrigation District
Budget Committee Meeting

Meeting will be held at

Sunburst Farms Irrigation District
16040 N. 43rd Avenue
Glendale, AZ 85306

Thursday, May 9, 2019 6:00 p.m. – 8 p.m.

Dated this 6th, day of May, 2019

By Peggy Schwend
Budget Committee Chair

Pursuant to ARS 38-431.02, notice is hereby given to the Sunburst Farms Irrigation District (SBFID) Members and the General Public.
