

SUNBURST FARMS IRRIGATION DISTRICT

Board of Directors Meeting

16040 N. 43rd Avenue

Glendale, AZ 85306

September 3, 2019

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

EMPLOYEES PRESENT: Richard Mitten, Kerrie Kauzlarich

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 September 3, 2019. The meeting was called to order by President, Victor Armendariz at 7:02 P.M.

2. CALL TO THE PUBLIC - NONE

CURRENT EVENTS - Secretary, Renee Breeden stated that Larry Hudson is the only one who turned in a Nomination Petition for the next election, and that November 1st is the deadline for write-in candidates. President, Victor Armendariz noted that the 45th Ave. crossover replacement on Line 7 has been completed. It was cheaper to replace it then to repair it. He also stated that he received an email from the attorney in regards to the Brenda Brown lawsuit re: a settlement conference on September 10th.

3. APPROVAL OF MINUTES Regular Meeting August 6, 2019, and Executive Session July 15, 2019.

MOTION

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

4. REPORTS

A. Financial Report

1. Approval of financial report

Cathy Hacker presented the June 2019 **Final** report and the July 2019 report

B. MANAGER'S REPORT*August 2019***MANAGER REPORT**

We did 15 repairs and fixes in August. Also Premier Irrigation finished the crossover on Line 7 @45th Ave. Homeowners Cham Vu brought melons and donuts in for the office, and Julio Betti brought us bags of coffee. Thank you!

A lot of homeowners have dropped their land lines and are using cell phones now, or have got new cell phone numbers. The Irrigation office has not updated phone numbers in years, so please update your number. Also, a lot of the mail boxes are full and we are unable to leave messages when we have an emergency with pipes or valves breaking, or rain delays.

C. CUSTODIAN OF RECORDS - NONE**5. OLD BUSINESS:****A. Discuss and possible action on GPS procedures and information.**

Victor wants mileage/mpg reports in monthly meeting packets from now on. Larry sees there are still issues with speeding. Drivers should have some repercussions for continued speeding and wants a new agenda item next month for some type of warning/discipline.

Tabled, keep on agenda as ongoing.

B. Discuss and possible action on past due receivables.

Victor gave kudos to Kerrie, she calls members at 60 days overdue and reminds them about the \$50 finance charge if they reach 90 days past due. It has been very effective.

Tabled, keep on agenda as ongoing.

C. Discuss and possible action on spending limits/purchase authority for Board members and Irrigation Manager.

Renee presented an updated *Purchase Authority and Procurement Policy*. The Board discussed whether we need a Certificate of Insurance from vendors in receiving bids if it's over \$1,500.00 dollars. Victor & Larry thanked Renee for her work on this.

MOTION

Secretary Renee Breeden made a motion to accept the Purchase Authority and Procurement Policy as amended: remove providing a certificate of insurance under the \$1,001.00 to \$15,000.00 range, and the \$15,000.00 range or higher. Treasurer Larry Hudson seconded and motion carries.

D. Discuss and possible action on maintenance of bridal paths by SBFID.

Victor didn't want to spend too much time on this issue considering there were only 5 homeowners in attendance (besides employees and board members) to hear their input. The thought is to do minimal amount of spraying herbicides and grading the bridal paths. Larry and Renee agreed on grading the bridal paths as needed, but Larry doesn't agree with the spraying. Victor wishes people would come to the meetings and voice their opinions to the Board and not on social media.

No Action

6. NEW BUSINESS**A. Discuss and possible action on amending May 7th motion to capitalize Line 12 from 15 years to 30 years.**

Renee doesn't think we can amend a previous motion/prior minutes. Victor's not sure how it was decided on for 15 years, we need to talk with Cathy and add a whole new item to next month's agenda to make a policy to capitalize all line replacements for 30 years.

Tabled

B. Discuss and possible action on 2019 Election.

Renee Breeden, Chairperson of the Election Committee stated that as of now Larry Hudson is the only one running. She talked to Lori Medaris about canceling the election since there is only 1 candidate and was told if no one runs as a write-in by November 1st she can request that the board of supervisors cancel the election. They would vote on November 5th to cancel and appoint Larry as a board member.

Tabled

C. Discuss and possible action on accepting credit card payments or alternative payment options.

Larry went to Compass Bank and talked about ways to accept debit and credit card payments. He was told we could possibly set something up to make payments thru the

website. There's several options. One is around \$23.50 per month and .20 per debit card transaction, and 1.3% to 2.1% per credit card depending on the card. Kerrie is going to contact Compass Bank and make an appointment to meet and discuss options.

Tabled

D. Discuss and possible action on quotes for a spare pump motor.

We only had quotes from 2 companies. Victor would like to have an extra one on hand in case one breaks. Larry was concerned about the 1 year warranty from date of purchase, and then just having it sit. They are in stock in California so it should only take a day or two to get one. Victor agreed to take it off the agenda.

No Action

E. Discuss and possible action on pump reports.

Richard talked to Brett Harrison about cleaning out the old reports so he can do the updates. The way the program runs Brett needs to do it. Brett came to do some calculations with Richard and found that the 43rd Ave. pump is pumping in excess of 2,400 gallons. In 4 weeks' time the 39th Ave. pump showed something wrong with only pumping 1,800 gallons. Victor told Richard he wants pump reports at the next meeting.

Tabled

ADJOURNMENT: Without objection, meeting adjourned at 8:55 PM

Dated this 6th day of September, 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

September 3, 2019

7:00 pm

SIGN IN SHEET

NAME VOLUNTARILY:

1. Jeremy Mitchell
2. Robert Myers
3. Walter Michaels
4. Cari Crew
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____