

SUNBURST FARMS IRRIGATION DISTRICT

Board of Directors Meeting

16040 N. 43rd Avenue

Glendale, AZ 85306

October 1, 2019

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

EMPLOYEES PRESENT: Richard Mitten, Kerrie Kauzlarich, Steve Gilpin

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 October 1, 2019. The meeting was called to order by President, Victor Armendariz at 7:03 P.M.

2. CALL TO THE PUBLIC - NONE

CURRENT EVENTS - Victor talked about the couple rain delays, and how it's been a little crazy around here regarding it. Renee thinks there's got to be a better system for rain delays, how to contact everyone regarding the delays. Then Victor talked about the pending lawsuit and stated that nothing came from the settlement conference on September 10th.

3. APPROVAL OF MINUTES Regular Meeting September 3, 2019.

Tabled until next month

4. REPORTS

A. Financial Report

1. Approval of financial report

Cathy Hacker presented the August 2019 report

B. MANAGER'S REPORT

September 2019

The crew got 12 repairs done and we have 15 repairs left to check out.

Homeowners Cham Vu brought melons and fried rice in for the office, and H.R. & Gail Solano brought the office a bag of snacks. Thank you!

The office has been calling homeowners regarding their late payments. The policy is payments are due before noon on the last working day of the month to avoid a late charge. The finance charge is \$50.00 if an account reaches 90 days overdue.

New Owners

If you are new to flood irrigation, there are a few things you need to know so that the experience will not be stressful or problematic. When the irrigator opens your inlet valves, water is delivered to your property at approximately 75,000 gallons an hour. Since you are entirely responsible for what happens to the water on your property, it's very important that you read and understand the information on Forms 82104a and 82104b. It is very helpful to ask the previous owner to explain how irrigation works on your particular property. Each property is unique in that the landscaping, vegetation, residential buildings, sheds, barns, grading, berms and type of usage may be different. However, once you know the correct amount of irrigation time and procedure for control (if any) of the water on your property, you will find the whole process very easy. *It is the responsibility of the homeowner to manage and maintain their water once it arrives on the property.*

Controlling Irrigation on Your Property

It is advisable to be present during the irrigation of your property. Many lots have divider berms and adjustable gates that may require your attention. The rate that water flows across or soaks into the ground can be influenced by many factors; how dry or wet the ground is, the height of grass and growth of vegetation, changes in landscaping or changes in grading caused by years of irrigation, or compaction cause by horses or other large animals. These factors may require correction of the problem or an adjustment to the amount of irrigation time ordered. Over time berms deteriorate and require attention especially if they become infested by gophers. Infested and deteriorated berms allow irrigation water to travel to areas that should not be irrigated, both wasting water and causing damage. Gopher bait or traps are generally the most successful, but some method should be used to fight the gophers. This should be done before the gopher reach neighboring properties; preventing the spread of infestation will be appreciated by your neighbors.

Rain Delay

Rainfall of 1 inch or more during the 2-week summer irrigation cycle or a ½ inch during the 4-2 week winter cycle will generally cause a rain delay. The irrigation Rights of Way become too wet and unstable to bear the weight of the irrigation vehicle. The determination to cease irrigation is made by the Members of the Board after reference to rain gauges on their properties. The Board will then determine a delay of 1 to 7 days before irrigation will continue from the point it was stopped. The gates at the ends of the Rights of Way will also be closed during a rain delay to protect the surface from vehicular damage.

We are getting close to going to a 3 week schedule.

C. CUSTODIAN OF RECORDS - NONE

MOTION

Secretary Renee Breeden made a motion to transpose the order of business moving up Item E under old business and immediately following that Item A under new business. Treasurer Larry Hudson seconded and motion carries. (Chereatha Tillmon from the bank wasn't ready so they started with Item A)

NEW BUSINESS - ITEM A. Discuss and possible action- motion to capitalize Line 12 from 15 years to 30 years.

The board agreed we need to change the capitalization from 15 to 30 years for Line 12.

MOTION

Secretary Renee Breeden made a motion to move the capitalization of Line 12 from 15 years to 30 years. Treasurer Larry Hudson seconded and motion carries.

OLD BUSINESS - ITEM E. Discuss and possible action on accepting credit card payments or alternative payment options.

Chereatha Tillmon from BBVA Compass bank came in and went over a couple options and answered questions from the board. Reviewing rates and fees per transactions.

Tabled

5. OLD BUSINESS:

A. Discuss and possible action on GPS procedures and information.

Victor ran a report on the MPG's from 5/23/19 to 9/15/19 on the irrigation and manager's truck. The irrigation truck (which runs all the time) is getting 6.7 mpg and the manager truck is getting 8.2 mpg which is better than before. He didn't have a chance to calculate the other vehicles.

Tabled, keep on agenda as ongoing.

B. Discuss and possible action on past due receivables.

The board reviewed a letter from a member asking for help and forgiveness on amount owed to SBFID. They decided against it and will let the attorney know. ***Larry Hudson recused himself from this issue due to conflict of interest.*

No Action.

C. Discuss and possible action on 2019 election.

***Larry Hudson recused himself from this item.*

Renee stated that we still don't have anyone else running in the election besides Larry Hudson. She has been in contact with Lori Medaris at the Clerk of the Board's Office regarding this, and to see if it's possible to cancel the election. Lori told Renee they have done it in the past with acreage voting, and if the board voted to cancel the election they would appoint Larry to fill the vacant position.

MOTION

President Victor Armendariz made a motion to cancel the November 12th election for the board member and that we submit the paperwork to the county board of supervisors to declare Larry Hudson as the candidate for the upcoming position. Secretary Renee Breeden seconded and motion carries.

D. Discuss and possible action pump reports.

Bob Bustoz presented reports with acre fees, lines irrigated, miles driven, gallons per minute, startups and stops, and more. Walt Michels helped out and presented a graph report. Bob created a new sheet (Pump Cycle Report) to capture the information. In the past he used to stop at the office every Friday to gather data, process it, and bring it back. Bob and Walt offered to start doing it again until the manager can take it over.

MOTION

Secretary Renee Breeden made a motion to adopt a Sunburst Farms Irrigation District Pump Cycle Report created on February 10, 2019. Treasurer Larry Hudson seconded and motion carries

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

Moved in order - above.

6. NEW BUSINESS

A. Discuss and possible action- motion to capitalize Line 12 from 15 years to 30 years.

Moved in order - above.

B. Discuss and possible action warnings/discipline for employee speeding violations.

Larry noticed that speeding is way down. Victor asked Larry to try and come up with a discipline plan and they will look at it at next months meeting.

Tabled

C. Discuss and possible action on depreciation schedule for capital expenditures.

Larry talked with Walt Michels about items that are listed on the depreciation schedule twice, and Walt noted that the \$40,000.00 for the 39th Avenue pump at the bottom of the well should not be on there. That we need to have Cathy Hacker rectify it. Victor said we will have a Depreciation Committee meeting toward the end of this month to discuss it.

No Action

D. Discuss and possible action on landscaping the corner on Paradise Lane and 43rd Avenue.

Victor said he'd like to add 1 to 2 trees, a couple shrubs and some rock to go with our new sign. The Co-op said they will get volunteers do the work if we buy the material. SBFID workers would be responsible for maintaining it. Larry would like to see shrubs over trees. The board will discuss ideas with Richard.

No Action

E. Discuss and possible action on capitalizing crossover project at 45th Avenue on Line 7.

The board agreed to capitalize the project.

MOTION

President Victor Armendariz made a motion that we capitalize the Line 7 crossover at 45th Avenue. It went from the standpipe with a new gate underneath 45th Avenue, approximate length 60' going west of the standpipe. Total capitalization is \$15,454.47 and will be capitalized for 30 years. Treasurer Larry Hudson seconded and motion carries.

ADJOURNMENT: Without objection, meeting adjourned at 9:16 PM

Dated this 3rd day of October, 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

October 1, 2019

7:00 pm

SIGN IN SHEET

NAME VOLUNTARILY:

1. Carri Crew

2. Walter Michaels

3. CHEREATHA Tillmon BBVA - CLOVER

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____