

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

**December 3, 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 December 3, 2019. The meeting was called to order by President, Victor Armendariz at 7:01 P.M.
2. **CALL TO THE PUBLIC - NONE**

**CURRENT EVENTS** - Victor talked about the depositions regarding the Brenda Brown lawsuit. Richard had his this morning, which Victor accompanied him. Kay Lorenzen, and Brett Harrison meet next week. Victor noted that we are *still* on a rain delay with more rain predicted.

3. **APPROVAL OF MINUTES** Regular Meeting November 5, 2019.

**4. REPORTS**

**A. Financial Report**

**1. Approval of financial report**

Cathy Hacker presented the October 2019 report

**B. MANAGER'S REPORT**

***November 2019***

Richard turned in 15 work orders and reviewed them with the board, and they also reviewed the pump reports.

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

Larry said that there has only been 2 incidents of speeding. Nothing 20mph over, or in residential areas.

*Tabled, keep on agenda as ongoing.*

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

The board decided to remove this item.

*No Action.*

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

Victor wants to check other options. Tabled until next month.

*Tabled.*

**6. NEW BUSINESS****A. Discuss and possible action on writing off \$43,751 regarding pump at bottom of 39<sup>th</sup> Ave. well.**

Victor agrees that it needs to be taken off. Cathy Hacker will get actual figures together and we will review new month.

*Tabled.*

**B. Discuss and possible action on landscaping at 43<sup>rd</sup> and Paradise.**

Bob Martin can get supplies and material at his contractors cost, and we would pay the vendor directly. He also offered his labor at no cost. The plan is to use granite and some plants, maybe a tree. The estimated cost is under Richard spending limits so he got the green light to move forward.

*No Action.*

**C. Discuss and possible action on ratifying Richard's vacation days.**

The board Okayed / ratified his vacation days.

**MOTION**

*Secretary Renee Breeden made a motion to ratify Richard Mitten's vacation that he took on November 27<sup>th</sup> for a whole day, and November 29<sup>th</sup> for a whole day. Treasurer Larry Hudson seconded, motion carries.*

**D. Discuss and possible action on reviewing / questions on repair at Line #11 standpipe at Banff and 41<sup>st</sup> Ave.**

Larry feels the board approved one thing and then we did another. Victor isn't happy the plan changed. Next time he wants a line by line from Richard stating what the district is doing and what the vendor is doing. Larry's concern is that we have the check from the Insurance already and no bill from Premier Irrigation yet. What if the bill is more? Richard said the bill should be lower than the estimate. Peggy Schwend thought we may be able to submit a supplement to the insurance if needed. Larry still thinks it should have been done in house, especially since we didn't build the standpipe.

*Tabled*

**E. Discuss and possible action on Christmas and New Year's Schedule.**

After discussion they decided to close at noon on Christmas Eve thru the remainder of the week, and close on New Year's Day.

**MOTION**

*Treasurer Larry Hudson made a motion that we close at noon on December 24<sup>th</sup>, closed all day the 25<sup>th</sup>, 26<sup>th</sup>, 27<sup>th</sup>, and be closed on January 1st. Secretary Renee Breeden seconded and motion carries.*

**F. Discuss and possible action on employee Christmas bonuses.**

They reviewed last year's bonuses. They decided to give the same amount to all employees, \$200 each.

**MOTION**

*Secretary Renee Breeden made a motion to give \$200 a piece to each of our employees for a total of \$1,200. Treasurer Larry Hudson seconded and motion carries.*

**G. Discuss and possible action on new website for the Irrigation District.**

*Tabled*

ADJOURNMENT: Without objection, meeting adjourned at 8:51 PM

Dated this 5th day of December, 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*