

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

**June 2, 2020**

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

EMPLOYEES PRESENT: Richard Mitten, and Steve Gilpin  
OTHERS PRESENT: Walt Michels, Cari Crew, and Peggy Schwend

1. **CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on June 2, 2020. The meeting was called to order by President, Victor Armendariz at 7:02 P.M.
2. **The first order of business was consideration of action to go into executive session of the Board pursuant to A.R.S. SECTIONS 38-431.03.A.1 to review employee issues with Juan Gonzalez and Richard Mitten.**

**MOTION**

*Secretary Renee Breeden made a motion to go into Executive Session. Treasurer Larry Hudson seconded the motion. Motion Passed.*

**RECONVENE IN OPEN SESSION.**

The meeting was called to order by President, Victor Armendariz at 7:31 P.M.

**3. CALL TO THE PUBLIC - NONE**

4. **SUMMARY OF CURRENT EVENTS:** Victor stated that we missed the last 2 meetings. He contacted Lori Medaris and requested an extension on the budget based on the current circumstances which was approved. He also summed up the work comp refund regarding Richard's classification codes. Renee added election information stating that the Call of Election needs to be done by July 2, 2020.

**5. APPROVAL OF MINUTES:** Regular Meeting March 3, 2020. *APPROVED*

**6. REPORTS**

**A. Financial Report**

**1. Approval of financial report**

Cathy Hacker presented the February, March, and April 2020 reports. *APPROVED*

**B. MANAGER'S REPORT    MAY 2020**

Thanks to homeowners Fred & Karen Tow for the bags of candy for the staff.

Thanks to Roger McCannon for the awesome new Irrigation Office sign.

And thanks to Brett Harrison for all the computer help.

We got 7 repairs done this month.

We are on an every other week irrigation for the next few months. It looks like it's going to be a hot summer, you might think about upping your water by 5 or 10 minutes to help your plants and trees.

Homeowners must use sign-up sheets, or email the office by Wednesdays @ 10am the week before irrigation to change water times.

Thanks to all the homeowners for the social distancing at the office, and paying their bills in a timely manner.

Be sure to keep your bridle path clean, or the district will do the work and charge you.

**PLEASE NOTE:** Kerrie will be on vacation the week of June 8 – 12. If you want to make any changes in irrigation please contact me at the office, posting boards, or by email [rmittensbfid@qwestoffice.net](mailto:rmittensbfid@qwestoffice.net).

**DO NOT EMAIL** [sbfidphx@qwestoffice.net](mailto:sbfidphx@qwestoffice.net) as they will not be received that week. Also, the Irrigation schedule for Lines 1-4 and 11-18 will not be posted on the website or emailed for the week of June 15th. You can check the posting boards, contact me, or call the irrigator to get your time.

**C. CUSTODIAN OF RECORDS - NONE**

**7. OLD BUSINESS:**

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

*Tabled, keep on agenda as ongoing.*

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

Victor has spoken with Costco in the past to use them, he will review it again. We would need to upgrade to an executive membership at Costco so we would receive lower costs.

*Tabled. (Maybe have a special meeting)*

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

*Tabled.*

**D. Discuss and possible action on sending old receivables to attorney.**

*Tabled.*

**E. Discuss and possible action on review and update district reports and forms.**

*Tabled.*

**F. Discuss and possible action on Employee Handbook.**

*Tabled.*

**8. NEW BUSINESS**

**A. Discuss and possible action on establishing an Election Committee for upcoming election.**

Renee said she has 2 people for the committee, Peggy Schwend and Rose Beanblossom.

**MOTION**

*Treasurer Larry Hudson made a motion to appoint Peggy Schwend and Rose Beanblossom to the election committee as well as Renee Breeden. Secretary Renee Breeden seconded, motion carries.*

**B. Discuss and possible action on 2020 -2021 Budget and dates for meeting.**

Peggy Schwend has 2 meeting dates for the committee, June 9<sup>th</sup> and June 16<sup>th</sup>, both meeting from 1:00 pm to 3:00pm.

*No Action.*

**C. Discuss and possible action on Capitalizing Line 6 replacement, Lots 216-217-218-221-222-223.**

Richard reviewed the numbers with the board. Larry wants to add that it's in the middle of the bridle path and that it's 396' of 15" pipe. Labor costs needed to be adjusted before it can be capitalized.

*Tabled.*

**ADJOURNMENT:** Without objection, meeting adjourned at 8:38 P.M.

Dated this 4th day of June 2020

Submitted by:           *Kerrie Kauzlarich*            
                  Office Assistant

Minutes accepted on: \_\_\_\_\_, 2020 by Secretary \_\_\_\_\_

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