

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

AUGUST 3rd, 2021

MEMBERS PRESENT: Larry Hudson, President
Victor Armendariz, Treasurer
Cari Crew, Secretary

EMPLOYEES PRESENT: Tim DeHart

OTHERS PRESENT: Several homeowners present

1. CALL TO ORDER: The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on August 3rd, 2021. The meeting was called to order by President, Larry Hudson at 7:01 P.M.

2. CALL TO THE PUBLIC : Peggy Schwend noted possible Open Meeting Notice issues, Kay Lorenzen noted the banner for hire mounted on the Irrigation District wall says ‘secretary’ and should be Administrative Assistant, Renee Breeden expressed concern over the resignation of the District’s current Administrative Assistant.

3. SUMMARY OF CURRENT EVENTS: It was noted the Board is interviewing to fill the Administrative Assistant position.

4. APPROVAL OF MINUTES: Regular Meeting July 6th, 2021

MOTION *Secretary Cari Crew made a motion to approve the July 6, 2021 minutes as written. President Larry Hudson seconded the motion. Treasurer Victor Armendariz abstained since he was not in attendance at the July 6 meeting. Motion carries.*

5. REPORTS

A. Financial Report

1. Approval of financial report

Cathy Hacker presented the June 2021 (year end) reports. **APPROVED**

B. MANAGER’S REPORT July 2021

Tim DeHart presented his report, photos from the camera-ing of Line 18 driveway leak, updated scope of work for lining of Line 18, GPS and repair ticket printouts were provided. It was noted the Board still needs a spreadsheet of completed and needed line repairs by line in order to make informed capital expenditure decisions on line replacements. Warranty status of the new pump and Audit bids are being obtained by Victor. The Scheduling program is tentatively scheduled to go live in another month.

C. CUSTODIAN OF RECORDS - One - fulfilled

6. OLD BUSINESS: **A. GPS procedures and information.** This item will be moved to the Manager's Report for future Agendas.

B. Repairs on Lines 8, 11, and crossover west of 49th Ave. No bids were provided so these capital expenditures will be **tabled** until bids are received next month.

MOTION *Secretary Cari Crew made a motion to table this item and add to Old Business for next month's agenda. President Larry Hudson seconded. Motion carries.*

C. Collection accounts with new Attorney. No account updates from the Office or from the Attorney were provided so this item is **tabled** and will remain a fixed item on the Agenda. The Board will explore other potential collection attorneys.

MOTION *Secretary Cari Crew made a motion to table this item. President Larry Hudson seconded. Motion carries.*

7. NEW BUSINESS: Discuss and possible action on:

A. Kerrie's rate of pay for training.

MOTION *Treasurer Victor Armendariz made a motion to pay Kerrie Kauzlarich \$25 an hour for training. President Larry Hudson seconded. Secretary Cari Crew voted no and motion carries.*

B. Appointing a legal liaison. Need a legal opinion.

MOTION *Secretary Cari Crew made a motion to table this item for next month's agenda. President Larry Hudson seconded. Motion carries.*

C. Interest rate on late fees.

MOTION *Treasurer Victor Armendariz made a motion to reduce the charged interest from 18% to 12% effective with the statements on September 1st, 2021. President Larry Hudson seconded. Motion carries.*

D. Fence on Lot #634. (item should be in Old Business) Waiting on the attorney to complete the letter.

MOTION *Secretary Cari Crew made a motion to table this item and add to Old Business for next month's agenda. President Larry Hudson seconded. Motion carries.*

E. Election Updates. (item should be in Reports on the Agenda until Election is completed) Election Committee Chair Cari Crew read the Call to Election to be added to the minutes (shown below the following Motion) Several forms need Board approval due to updated election statutes. Cathy Hacker will accompany the Committee Chair to rent a PO Box for mail-in ballots and retain the key until Election Day.

MOTION *Secretary Cari Crew made a motion to approve envelope and ballot instruction language, 'Corporation, partnership, or other organization voter authorization', Trust voter authorization, election judge oath, poll list, tally list, and acreage voter information as presented. President Larry Hudson seconded. Motion carries.*

Call of Election per A.R.S. 16-227 A.

1. *Purpose of the Election: Acreage System Election of one Board Member*
2. *Date of Election: November 9, 2021*
3. *The last date for filing nomination petitions:*
 - a. *To have Candidate's name on the ballot: The last date to file nomination petition is July 12, 2021*
 - b. *To have a qualified candidate be a valid write-in candidate for an election that may be canceled: August 25, 2021.*
 - c. *To submit petition to have a qualified candidate be a valid write-in candidate is 10 days prior to election: October 29, 2021.*
4. *The last date for corporations to submit an authorized resolution designating the person to vote in the Election is October 8, 2021.*
5. *Sunburst Farms Irrigation District will conduct the Election at the District Office located at 16040 N. 43rd Ave., Glendale, AZ 85306 Polls will be open: 8AM to 6PM.*

Voter Qualifications: Holder of evidence of title for at least 90 days prior to election. Must have resided continuously for six (6) months immediately preceding the Election in the County in which the District or a part thereof is located. Must be at least 18 years of age.

F. Line 18, Lot#715 repair. (item should be in Old Business) Tim DeHart will need to verify with Premier their original bid will cover the scope of work needed based on the camera view of the pipe provided by Premier.

MOTION *President Larry Hudson made a motion to confirm the already approved bid will cover the repair needed and to move forward with scheduling the repair quickly. Secretary Cari Crew seconded. Motion carries.*

G. Streaming Meetings.

MOTION *President Larry Hudson made a motion to proceed with obtaining information and bids. Secretary Cari Crew seconded. Motion carries.*

8. ADJOURNMENT: Without objection, meeting adjourned at 9:53 P.M.

Dated this 4th day of August 2021

Submitted by: Cari Crew
Board Secretary

Minutes accepted on: _____, 2021 by Secretary _____

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