

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

November 2, 2021

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

EMPLOYEES PRESENT: Tim DeHart , Stacey Dunn

OTHERS PRESENT: Several homeowners present, others present via Zoom

1. **CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on November 2nd, 2021. The meeting was called to order by President Larry Hudson at 7:00 P.M.
2. **CALL TO THE PUBLIC :** N/A
3. **SUMMARY OF CURRENT EVENTS:** All items discussed during the Summary are on the Agenda and are noted below.
4. **APPROVAL OF MINUTES:** Regular Meeting October 5th, 2021

MOTION *Treasurer Victor Armendariz made a motion to table the approval of the October 5th, 2021 meeting minutes until the next regular Board Meeting. President Larry Hudson seconded the motion. Motion carries.*

5. REPORTS

A. Financial Report

1. **Approval of financial report** Cathy Hacker was not present to present the August 2021 financials.

MOTION *Secretary Cari Crew made a motion to table the approval of the August 2021 financial report until the next regular Board Meeting. Treasurer Victor Armendariz seconded the motion. Motion carries.*

B. MANAGER'S REPORT *October 2021*

Tim DeHart reported 17 repairs had been completed. A section of Line 12 was dug up to reveal a horizontal crack running along a section of the pipe. Since going to the 3 week cycle, more repairs will be able to be completed. David with SAK, the company lining a portion of Line 18, will be out tomorrow to take another look at the line. The new scheduling program is coming along nicely. A report was requested to see how much dump water versus pump hours are recorded on a weekly basis to assist in 2022 budgeting.

- C. **CUSTODIAN OF RECORDS** - Treasurer Victor Armendariz reported an email request by Walt Michaels was completed.

6. OLD BUSINESS: Discuss and possible action on:

- A. Collection accounts with new Attorney** – Via the legal liaison, the attorney suggested the District find another collection attorney.

MOTION *Secretary Cari Crew made a motion to table this item until the next regular Board meeting. Treasurer Victor Armendariz seconded. Motion carries.*

- B. Election Committee Update** – Secretary Cari Crew provided an update on training for the Election Committee, early ballot requests that have been processed, and preparations for Election Day on November 9th at the District Office, followed by a certification board meeting the following Monday on November 15th, 2021. Committee members Peggy Schwend and Renee Breedon were thanked profusely for their time and efforts.

MOTION *No motion needed as this update item will not be needed on the Agenda until the 2020 Election cycle.*

- C. Scheduling Program Update** – It was noted the scheduling program has been paid for in full. The District needs some record/instruction manual for use. No action taken.

- D. 39th Ave Pump Motor Warranty and claims for cost incurred** – No warranty information was provided.

MOTION *President Larry Hudson made a motion to table this item. Treasurer Victor Armendariz seconded the motion. Motion carries.*

- E. Alarm System and camera system update for 43rd Ave facility and yard** – Information from Bay Alarm and AAA Smart Alarm was presented.

MOTION *Treasurer Victor Armendariz made a motion to table this item until the next regular Board meeting. Secretary Cari Crew seconded the motion. Motion carries.*

- F. Quotes for possible rebuilding of the spare 400HP pump Motor**

MOTION *Treasurer Victor Armendariz made a motion to table this item until the next regular Board meeting. Secretary Cari Crew seconded the motion. Motion carries.*

- G. Irrigation process and procedures manual**

MOTION *Treasurer Victor Armendariz made a motion to appoint Bob Bustos as Chair and Renee Breedon and Kay Lorenzen as members to a committee to review the Irrigation District Manager manual. Secretary Cari Crew seconded the motion. Motion carries.*

- H. Homeowner disclosure process to SBFID and the District's ability to change ownership/billing** – no action taken.

- I. Quotes for possible purchase of a pipe video camera system** – no action taken.

- J. Lot 27508 opening own valves** – the Board approved cutting of the valves has not been completed, will be updated at the next meeting during the Irrigation Manager's report.

- K. Bank Changeover Update** – a Board member has the master bank login and has provided the office with the needed access.

- L. Line 18 Update** – no info reported

7. NEW BUSINESS: Discuss and possible action on:

A. Line 12 – repairs and/or replace

MOTION Secretary Cari Crew made a motion to table this item until bids can be obtained. Treasurer Victor Armendariz seconded. Motion carries.

B. Capitalize scheduling program.

MOTION Treasurer Victor Armendariz made a motion to table this item until more information can be obtained from a CPA or auditor. Secretary Cari Crew seconded. Motion carries.

C. Appointing Election Judges

MOTION President Larry Hudson made a motion to appoint Shelly Jamison, Sally Cates, Loretta Price, Anne Graber, Renee Breeden, Peggy Schwend, and Shannon Wagnon as Election Judges. Treasurer Victor Armendariz seconded. Secretary Cari Crew voted no. Motion carries.

D. Option for payment, auto-pay, zelle, credit card payments

MOTION Treasurer Victor Armendariz made a motion to table until the next regular Board meeting. President Larry Hudson seconded. Motion carries.

8. ADJOURNMENT: Without objection and with no further business to discuss, meeting adjourned at 9:10 P.M.

Dated this 3rd day of November 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