

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

March 1, 2022

MEMBERS PRESENT: Victor Armendariz, President
Cari Crew, Treasurer
Larry Hudson, 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 March 1, 2022. The meeting was called to order by President Victor Armendariz at 7:04 P.M.
2. **CALL TO THE PUBLIC:** None
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 February 1, 2022

MOTION *President Victor Armendariz made a motion to approve the February 1, 2022 minutes. Treasurer Cari Crew seconded the motion. Motion carries.*

5. REPORTS

A. Financial Report

1. **Approval of financial report** Cathy Hacker presented the January 2022 financials.

MOTION *Secretary Larry Hudson made a motion to approve the January 2022 financial report. President Victor Armendariz seconded the motion. Motion carries.*

B. MANAGER'S REPORT *February 2022*

Tim DeHart reported "The crew got one repair done and they marked all the valves in the bridle path's so the new irrigators would know they are located. They capped off the valves on line 8. We got the last 3 valves on line 18 by 43ave standpipe repaired after the relining of the pipe. Than filled in the holes with sand for couple of feet than the rest with dirt. Line 12 was started Monday. Premier is Making good progress on that project."

C. CUSTODIAN OF RECORDS - N/A

6. OLD BUSINESS: Discuss and possible action on:

A. Collection Accounts and Others in Arrears – A/R Summary was presented listing accounts with liens and there outstanding balances as well as other past due accounts to follow up with for payment. Also provided was the collection contract from The Brown Law Group that needs to be signed by the President and Secretary.

MOTION *Secretary Larry Hudson made a motion to Table this item. Treasurer Cari Crew seconded the motion. Motion carries.*

B. Irrigation Procedures Desk Manual

MOTION *President Victor Armendariz made a motion to appoint Tim Johnson to committee. Secretary Larry Hudson seconded the motion. Treasurer Cari Crew abstained. Motion carries.*

MOTION *Secretary Larry Hudson made a motion for No Action on this item. Secretary Larry Hudson seconded the motion. Motion carries.*

C. Homeowners Paying Double for Water – Eight homeowners currently pay double water rate. Homeowner for 80704 - 4525 W. Country Gables submitted a letter requesting immediate cessation of double billing and a credit/refund for all past overbilling because District has not disclosed double billing and no proof of approval of overbilling has been provided in any annual budget in the SBFID recorded Minutes.

MOTION *President Victor Armendariz made a motion to “no action” this item. Secretary Larry Hudson seconded the motion. Treasurer Cari Crew voted no. Motions carries.*

7. NEW BUSINESS: Discuss and possible action on:

A. Using 247 Data Pros/Eric Muse for IT Service Comp – Current admin assistant suggested this upgrade is not necessary at this time.

MOTION *Secretary Larry Hudson made a motion to accept the verbal proposal from 247 Data pros for \$30 monthly fee for Microsoft Email service and \$125 per hour Support cost as needed, with no charge for the monthly admin cost. President Victor Armendariz seconded the motion. Treasurer Cari Crew voted no. Motion carries*

B. Insurance Renewal for Package Policy with The Cincinnati Insurance Company for \$14,712

MOTION *Secretary Larry Hudson made a motion to renew the Package Policy Insurance Coverage for 3/19/2022 – 3/19/2023 with The Cincinnati for \$14,712. President Victor Armendariz seconded the motion. Motion carries.*

C. Insurance Renewal for Directors & Officers Coverage with Fortega for \$5313.77

MOTION Secretary Larry Hudson made a motion to renew Directors and Officers Insurance Coverage for 3/19/2022 – 3/19/2023 with Fortega for \$5,313.77. President Victor Armendariz seconded the motion. Motion carries.

D. Replace Administrative Assistant Position

MOTION President Victor Armendariz made a motion to have Tim Dehart call our HR representative to place an advertisement for the job opening. Secretary Larry Hudson seconded the motion. Motion carries.

8. ADJOURNMENT: Without objection and with no further business to discuss, meeting adjourned at 8:37 P.M.

Dated this 8th day of March, 2022

Submitted by: Stacey Dunn
Administrative Assistant

Minutes accepted on: _____, 2022 by Secretary _____ *Note: All attachments including correspondence in their entirety are filed with the original minutes and may be viewed at the District Office