SUNBURST FARMS IRRIGATION DISTRICT

Board of Director Meeting

16040 N. 43rd Avenue

Glendale, AZ 85306

# May 2, 2023

MEMBERS PRESENT: Victor Armendariz, President

 Larry Hudson, Secretary

 ***ABSENT*** Loretta Price, Treasurer

EMPLOYEES PRESENT: Cari Crew

OTHERS PRESENT: Kay Lorenzen, Al Dominguez, Janis Greathouse

1. **CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on May 2, 2023. The meeting was called to order by President Victor Armendariz at 7:00 P.M.

1. **CALL TO THE PUBLIC:** Kay Lorenzen stated that she hopes the office doesn’t give out address to other homeowners. Al Dominguez spoke about a leak at his property that he wants fixed.
2. **SUMMARY OF CURRENT EVENTS:** None
3. **APPROVAL OF MINUTES:** Regular Meeting April 4, 2023

***MOTION***  ***Secretary Larry Hudson made a motion to approve the Regular meeting April 4, 2023, minutes. President Victor Armendariz seconded the motion. Motion carries.***

1. **REPORTS**
	1. **Financial Report**

 **1. Approval of financial report** - Cathy Hacker presented the March 2023 financials.

 ***MOTION***  ***President Victor Armendariz made a motion to approve the March 2023 financials. Secretary Larry Hudson seconded the motion. Motion carries.***

**MANAGER’S REPORT *Cari Crew*** *Attached*

* 1. **CUSTODIAN OF RECORDS –** None
1. **OLD BUSINESS**: **Discuss and possible action on:**
	1. **Disclosure/New Homeowner Info Committee Report Update –** We will wait until Loretta returns next month.

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

* 1. **Capital Expenditure project, repair/replace Line 6 for the current fiscal year –**

***NO ACTION***

1. **NEW BUSINESS: Discuss and possible action on:**
	1. **Purchasing used back up switch and control panel with 3 fuses for 39th Ave** – There was a bid from Electrical Equipment Sales where we could purchase these items.

***MOTION*** ***President Victor Armendariz made a motion to accept the proposal from Electrical Equipment Sales in the amount of $3,247.61. Secretary Larry Hudson seconded the motion. Motion carries.***

**B. Repairing Line 4 standpipe at 43rd & Country Gables –** The board discussed the project andreviewed the one quote we received from Weber Water Resources.

 ***MOTION*** ***President Victor Armendariz made a motion to accept the bid from Weber Water Resources not to exceed $15,025.00 to repair the 43rd Ave standpipe and will be capitalized for 10 years. Secretary Larry Hudson seconded the motion. Motion carries.***

* 1. **Upcoming 2023-203 budget –** This was added so there could be a discussion about different items before the budget committee meeting.

***NO ACTION***

**8.** CONSIDERATION OF ACTION TO GO INTO EXECUTIVE SESSION OF THEBOARD PURSUANT TO A.R.S SECTION 38-431.03.A.3. DISCUSS AND POSSIBLE ACTION ON EMPLOYEE REVIEWS/ RAISES.

 ***MOTION*** ***President Victor Armendariz made a motion to go into Executive Session. Secretary Larry Hudson seconded the motion. Motion carries.***

**RECONVENE IN OPEN SESSION**

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

1. **ADJOURNMENT:** Without objection and with no further business to discuss, meeting adjourned at 8:20 P.M.

Dated this 4th day of May 2023

Submitted by: \_Kerrie Kauzlarich

 Administrative Assistant

Minutes accepted on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2023 by Secretary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **\*Note:** *All attachments including correspondence in their entirety are filed with the original minutes and may be viewed at the District Office*

**Manager’s Report – May 2023 Meeting (April Activities)**

Update Items:

1) Agenda Item 7D from December 2022 (replace 18” PVC at lots 801/802 on Line 4): This project still needs to have the 2 front yards cleaned up and topdressed. Two vendors have been contacted to give proposals to complete.

2) 43rd Avenue/Greenway standpipe accident update: still waiting on Phoenix traffic signal costs for payout.

We don’t really have a repair team at this time but 1 valve that blew off was repaired and the stems on 2 others replaced. The Repair list was re-evaluated and updated with actual issues. The line repair list left was given to a contractor for estimates. This month’s repair list reflects a lot of the updates and changes. And it’s a much more manageable list. We’ve also submitted a map of bridle paths in especially poor condition to a Sunburst homeowner for pricing to be graded.

\*Lumen damaged a crossover on Line 6 behind 4531 W Greenway. They tried to repair by patching concrete on the outside but it leaked again. We’re still working with them to repair it properly. \*A homeowner on Line 6 is stealing water. They owe the District money and have had the irrigation water off since November ’22. They are so brazen as to change standpipes and even redirected water outside of cycle. Most recently, they tampered with their valves so they couldn’t be closed and heavily impacted neighbors water delivery for the night. Their line is PVC and we may need to consider cutting the pipe in the bridle path to get them to stop. They have been sent 4 letters so far and charged each time per District Policy.\*The Toyota was taken in for it’s 12,000 mile service. A couple of air filters needed changed and at the next checkup, the brakes will probably need to be done. The last of the original radial tires was replaced with a 10 ply on Friday due to wear.\*A home on Line 18 where the new liner was installed has a leak seeping up into their frontyard in a location that makes no sense for a lined pipe. We’re currently working with SAK on that but it may be left on us to find and fix – there was only a year warranty, which expired in February. Update: there was actually a valve cut in this location and it is seeping.

Agenda Item 7A: On April 4th/5th, the 39th Avenue pump stopped and could not be restarted. The contact plate for the fuses is an old design and was installed when our motor was at 300 hp. We’re now at 400 hp and the cabinet circuit was designed with 400 hp as the upper limit. So, we blew a fuse. After replacing the fuse and restarting the pump, April 6th we blew 2 fuses. A spare circuit and 3 more fuses were found in the Conex, replaced, and the pump restarted. We’ve now asked 3 electricians (Precision, Weber, and Keller) to propose an updated solution that will work for our updated equipment. The 43rd Avenue pump will be checked in case it needs the same upgrade. The 2 initial estimates we had was the cabinet would be $25,000 and 3 weeks lead time or $11,000 and 2 months lead time. The pump would have been down during this time. Another cabinet was found at an electrical parts facility near 63rd Avenue and Orangewood to have another in inventory. This is still the old design that needs upgraded but looking at the pump efficiency %, it may burn out again before we find a solution. On the plus side, this is the pump where the upgraded SoftStart was recently installed. That device did its job and blew the fuses rather than burn up the electric panel and motor.

Speaking of staffing, we are down to one irrigator with a second one helping every other week. On the weeks when he is the only irrigator, the pumps are going down each night. We’ve been able to make those delays in the schedule so what we’re publishing to homeowners is accurate, less the late changes from homeowners. We’re currently training 2 folks and will see how long they last. Struggling to find folks to stay and do the work is the new normal across all industries, it seems. **Please be kind when you see them – they are working hard to keep us irrigated!**

During the week of Memorial Day, there will be no irrigation. We have the pump Preventative Maintenance and potential work on the Line 4 43rd Ave and Country Gable standpipe (Agenda Item 7B) and 39th Ave pump circuit cabinet to complete. The pumps can’t be running for either project. Other than that week, we are on the summer 2 week cycle.

The speeding and idle time reports are attached. The speeding report has increased for the irrigator, now that we are in full summer swing. However, these seem to be a bit above the norm due to stacked changes that line up on the weeks the pumps are off.

This month, we again sent out over 100 letters to homeowners – 42 berm leaks, 63 bridle path cleanups, and 3 for stealing water. Some of the bridle paths are getting cleared and it is muchly appreciated.

Data needed by the Budget Committee continues to be compiled and forwarded. We’re doing the employee reviews tonight so actual data can be used. Other bids are being sought for Capital projects, also.

A reminder to homeowners about opening and closing valves: the irrigators are the only ones who should be opening and closing valves! If you have an ‘arrangement’ with your neighbor who is next in line and you can open their valves, go ahead and open their valves before closing yours. While our system is not closed and therefore not pressurized, per se, it is run with gravity pressure. Closing valves with no other outlet for the water can damage the pipes and valves and/or overflow standpipes. Please call the irrigator to come shut them off!

We would like to thank all the homeowners who continue to deliver news of the ‘hood, tall tales, treats, and historical context when you visit the office. It is all very much appreciated!