SUNBURST FARMS IRRIGATION DISTRICT

Board of Director Meeting

16040 N. 43rd Avenue

Glendale, AZ 85306

# November 1, 2022

MEMBERS PRESENT: Victor Armendariz, President

 Lorretta Price, Treasurer

 Larry Hudson, Secretary

EMPLOYEES PRESENT: Cari Crew, Kerrie Kauzlarich

OTHERS PRESENT: Walt Michels

1. **CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on November 1, 2022. The meeting was called to order by President Victor Armendariz at 7:01 P.M.

1. **CALL TO THE PUBLIC:** None

1. **SUMMARY OF CURRENT EVENTS:** Larry noted that Neil Sullivan (Kay’s brother) our former accountant passed away. Victor spoke of the audit and noted they were already in and are still working on it, and we are ahead of schedule.
2. **APPROVAL OF MINUTES:** Regular Meeting October 4, 2022

***MOTION***  ***President Victor Armendariz made a motion to approve the Regular meeting October 4, 2022, minutes as amended. Secretary Larry Hudson seconded the motion. Motion carries.***

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

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

 ***MOTION***  ***Secretary Larry Hudson made a motion to approve the September 2022 financials. Treasurer Lorretta Price seconded the motion. Motion carries unanimously.***

**MANAGER’S REPORT *Cari Crew*  *September 2022*** *Attached*

* 1. **CUSTODIAN OF RECORDS -** None
1. **OLD BUSINESS**: **Discuss and possible action on:**

**A. Irrigation Processes Desk Manual and Committee Report Update –** No updates.

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

1. **Purchasing pipe camera system with cart –**

***NO ACTION***

1. **Updating the homeowner disclosure packet –** Lorretta suggested creating a committee for this. It will be a new item at the next meeting.

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

1. **NEW BUSINESS: Discuss and possible action on:**
	1. **Holiday schedule –** Cari presented a schedule to the board and suggested closing for the week between Christmas and New Year’s.

***MOTION***  ***Secretary Larry Hudson made a motion to pay 12/26 for Christmas & 12/30 for New Year’s holiday pay and to close for the week of December 26th. President Victor Armendariz seconded the motion. Motion carries unanimously.***

* 1. **Account #27408 delinquent procedure –** There was discussion on maybe updating the collection / 90 day past due procedures due to accounts paying up to receive water and then defaulting again. Victor would like to add this next meeting as a new item.

***NO ACTION***

* 1. **Pull and inspect 43rd Ave pump –** Victor would like to get bids and have the pump inspected, while on the winter schedule, before a major catastrophe.

 ***MOTION***  ***President Victor Armendariz made a motion to get bids to pull the 43rd Ave pump to inspect the inner column and shaft in 5 feet increments. Secretary Larry Hudson seconded the motion. Motion carries unanimously***

1. **Replace existing start system on 39 Ave well motor -** The VFD electrical unit at 39th Ave needs replacing and lines 11 – 18 could not be irrigated this week. Cari received an estimate for a soft start and the cost should not exceed $18,000.00.

***MOTION***  ***President Victor Armendariz made a motion to replace the VFD with a soft start with costs not to exceed $18,000.00. Secretary Larry Hudson seconded the motion. Motion carries unanimously***

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

Dated this 3rd day of November 2022

Submitted by: \_Kerrie Kauzlarich

 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*

Recently, the Bureau of Land Management (BLM) issued a Water Warning for Arizona residents due to the current low levels of water storage areas. This level is not yet at water use restrictions but that is the next step. While Arizona authorities are negotiating with other end users on how to reduce use, Arizona has not yet issued any directives. Our irrigation is drawn from an aquafer, which is 3rd on the list of water sources to be restricted. Currently, one of the biggest dangers to the aquifer supply is the amount of wells being permitted to draw from it. But we’re keeping a close eye on what is happening with the water.

Our irrigation system currently has one 12” valve that draws water directly off a mainline. That valve failed during the irrigation cycle and the 39th Avenue pump had to be shutdown in order to perform the repair. Due to the efficiency of Juan and the repair team, irrigation was only 5 hours behind and we were still able to shutdown at the planned time.

In 2017, that homeowner had requested that valve be disconnected and his irrigation come from the rear of his property due to construction. Two valves and splashpads were added to the rear of the property but the mainline valve was not capped. Subsequently, the homeowner has been dissatisfied with the setup since water must now be pushed uphill due to the slope of the Farms. He is requesting his property again be watered from the mainline valve, with the understanding that he will be responsible for directing any water delivered from that valve throughout his property.

A service call with Century Link was scheduled for Thursday, Sept 29th – they did not show. Our Line1 continues to show busy so when we’re on the phone, another call rings busy to the caller. We’ll try to schedule another visit.

One of our repair team projects has been to evaluate and perform preventative maintenance on our standpipes. They are critical pieces of infrastructure that properly direct water flow and maintain the gravity pressure for the valves. 4 were replaced in August and another on Line 3 at 43rd Avenue was done in September. There are 2 more that we know of – Line 4 at 43rd and Line 4 at 47th. 43rd will have to wait until we go to the 3 week schedules because we will have to remove and rebuild the weir wall inside. In the meantime, better and longer-lasting solutions for sealing the inside of the standpipes have been researched to avoid the annual use of labor to reseal.

The repair team also completed 26 repairs, the above standpipe gate replacement, and branch removals, etc to clear bridle path access – see the attached repair list.

Blue Stake requests have been significantly reduced, now that our coverage map has been updated. There are a couple of projects on-deck that we’ll keep an eye on due to potential conflicts – 1) Line 8 from 47th Ave to 49th Ave the communication lines are being replaced in the bridle path (yes, this was the most recent line replacement project) and 2) the east end of Country Gables a new electric line is going over Line 13.

In returning to creating good habits of not speeding, vehicle checklists, notes for berm leaking or valve access, etc, progress is still slow. Retraining of irrigators has taken precedence and Juan has finished retraining on the irrigation process itself. At this point, speeding is again becoming a huge safety issue – myself included.

Another 12 bridle path cleanup letters were sent, along with 7 for berm leaks and clearing valve access. We’ve noted some bridle paths have been cleared and it’s muchly appreciated! We were able to do some minor bridle path grading on the west side, including adding dirt to large divots. We’ve already replaced 3 of the 4 tires on the new Toyota due to wood punctures in the sidewalls sliding into the divots so we’re trying to reduce those costs.

This year’s audit is scheduled to start Friday, Oct 28th with Colby and Powell.

We finally got the pump reports from the August 12th maintenance. The 43rd Ave pump shows a voltage variance across the 3 phases of greater than 13%. That’s above the tolerance for our pump of +/-10%. See attached info regarding pump tolerances and voltage variance. Despite a very clear need to address this, Precision Electric did NOT call this out when delivering the report and after asking for 5 weeks they still have not committed to a scheduled visit by a technician. They did give me a cost estimate of $675 – 3 hours minimum at $225 per hour. Premier has referred a couple of pump folks who believe that kind of variance is due to the supply. So a workorder with APS has also been opened, but not yet scheduled by them. Based on a historical issue with APS and pump damage, we will stay vigilant in getting a response. The board will be kept updated as we hear.

Historically, the District goes to 3 week watering schedules toward the end of October, beginning of November. Since this is temperature dependent and the last couple of years we haven’t switched until mid-November, we’ll post the effective date once determined (website, email, bulletin boards, facebook, etc) This year, Christmas and New Year fall on Sunday. For sure, we won’t be watering during that week in between and won’t water during Thanksgiving week. The schedule will then fall around those weeks and the info included when it’s posted. Of course, the best laid plans will be subject to the whims of Mother Nature.

We’re also planning maintenance activities to begin the first week of no irrigation. The highest priority will be the 43rd Avenue Standpipe on Line 4. There are 2 needed standpipe gate replacements, along with several crossover leaks that require digging and Blue Stake. Those will be lined out and ready to go in order to be most efficient with our time.