SUNBURST FARMS IRRIGATION DISTRICT

Board of Directors Meeting 16040 N. 43rd Avenue

Glendale, AZ 85306

# June 4, 2024

MEMBERS PRESENT: Larry Hudson, President

Victor Armendariz, Secretary

Rob Myers, Treasurer

EMPLOYEES PRESENT: Cari Crew, Victoria Rascon

OTHERS PRESENT: See attached Sign in Sheet

1. **CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on June 4, 2024. The meeting was called to order by President Larry Hudson at 7:01 P.M.

1. **CALL TO PUBLIC:** Linda Rodl expressed concern about employee retention at the current pay rates. EJ Muse noted a concern with the City of Phoenix well use near the District.
2. **SUMMARY OF CURRENT EVENTS:** None.
3. **APPROVAL OF MINUTES:** Regular Meeting May 7, 2024

***MOTION*** ***Secretary Victor Armendariz made a motion to approve the May 7, 2024, minutes with changes for topic numbering under New Business. Treasurer Rob Myers seconded the motion. Motion carries.***

1. **REPORTS**

* 1. Financial Report

**1.** Approval of financial report Cathy Hacker presented the March 2024 financials.

***MOTION*** ***Secretary Victor Armendariz made a motion to approve the March 2024 financial report. Treasurer Rob Myers seconded the motion. Motion carries.***

* 1. MANAGER’S REPORT **-** Cari Crew
  2. CUSTODIAN OF RECORDS **-** No Requests
  3. Calendar of Important Dates and Deadlines **–** June: Budget Committee/Election Committee/Audit Bids/Election Calendar (Call of Election), Employee Reviews (start)

1. **OLD BUSINESS**: Discuss and possible action on:
   1. Purchasing a push camera

**B.** Account balance and access to property Lot#593

***MOTION***  ***Secretary Victor Armendariz made a motion for No Action Taken on items 6A and 6B.***

***President Larry Hudson seconded the motion. Motion carries.***

**C**. Budget and Budget Committee

President Larry Hudson appointed Kay Lorenzen, Karen Mills, and Linda Rodl to the Budget Committee for fiscal year 2024-2025 Budget preparation. Peggy Schwend was already appointed as Committee Chairperson.

D. Establish legal policy for water control on properties

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

E. Election and Election Committee

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

F. Installing camera system at 43rd Avenue

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

1. **NEW BUSINESS:** Discuss and possible action on:

**A.** Hacker Accounting forces the use of ADP portals for employees

***MOTION***          ***President Larry Hudson made a motion to table this item.***

***Treasurer Rob Myers seconded the motion. Motion carries.***

**B.** Quickbooks Accounting Upgrade

***MOTION***          ***President Larry Hudson made a motion to table this item.***

***Treasurer Rob Myers seconded the motion. Motion carries.***

**C.** New Homeowner Welcome Letter and Packet

***MOTION President Larry Hudson made a motion to combine items 6D and 7C and add to Old business. Secretary Victor Armendariz seconded the motion. Motion carries.***

**D.** Irrigation Procedures and Scheduling

***MOTION*** ***Secretary Victor Armendariz made a motion to move this item to Executive Session.***

***President Larry Hudson seconded the motion. Motion carries***

**E.** Purchasing a new time clock and moving it to the break room.

***MOTION***          ***Treasurer Rob Myers made a motion to keep the old timeclock and move it into the break room. President Larry Hudson seconded the motion. Motion carries***

\*\*\*At this time, Secretary Victor Armendariz left the meeting\*\*\*

**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 PERSONNEL MATTERS.

The remaining Board did not adjourn into Executive Session but revisited Item 7D in Open Session

**7. NEW BUSINESS:** Discuss and possible action on:

**D.** Irrigation Procedures and Scheduling

***MOTION*** ***President Larry Hudson made a motion to Table this item. Treasurer Rob Myers seconded the motion. Motion carries.***

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

Dated this 10th day of June 2024

Submitted by: \_Cari Crew\_\_\_

District Manager

Minutes accepted on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2024 by Secretary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **\*Note:** *All attachments including correspondence in their entirety are filed with the original minutes and may be viewed at the District Office*