SUNBURST FARMS IRRIGATION DISTRICT

Board of Directors Meeting 16040 N. 43rd Avenue

Glendale, AZ 85306

# July 2, 2024

MEMBERS PRESENT: Larry Hudson, President

Victor Armendariz, Secretary

Rob Myers, Treasurer

EMPLOYEES PRESENT: Cari Crew, Holly Perri

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 July 2, 2024. The meeting was called to order by President Larry Hudson at 7:01 P.M.

1. **CALL TO PUBLIC:** No Responses
2. **SUMMARY OF CURRENT EVENTS:** Secretary Victor Armendariz noted the new budget was recently passed and expressed concerns about potentially prohibitive costs for line replacements.
3. **APPROVAL OF MINUTES:** Regular Meeting June 4, 2024 and Special Session Meeting June 24, 2024

***MOTION*** ***Treasurer Rob Myers made a motion to approve the June 4, 2024 and Special Session Meeting on June 24th, 2024 minutes as written. President Larry Hudson seconded the motion. Motion carries.***

1. **REPORTS**

* 1. Financial Report

**1.** Approval of financial report Cathy Hacker presented the April and May 2024 financials.

***MOTION*** ***Secretary Victor Armendariz made a motion to approve the April 2024 and May 2024 financial report as presented.*** ***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 **–** July: Election Committee and Election Calendar, Obtain bids for winter projects as needed

1. **OLD BUSINESS**: Discuss and possible action on:
   1. Establish legal policy for water control on properties and New Homeowner Welcome Letter and Packet

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

**B.** Election and Election Committee

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

**C**. Installing camera system at 43rd Avenue

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

D. Hacker Accounting forces the use of ADP portals for employees

No Action Taken

E. Quickbooks Accounting Upgrade

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

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

**A.** Ratify replacement of the transmission in the manager’s truck

***MOTION***          ***Secretary Victor Armendariz made a motion to table this item.***

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

**B.** Health Insurance Plans/Coverage for employees

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

**C.** Long Term Strategic Planning for Projects

***MOTION President Larry Hudson made a motion to get bids for potential replacement projects. Secretary Victor Armendariz seconded the motion. Motion carries.***

**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.

***MOTION***          ***Secretary Victor Armendariz made a motion to adjourn into Executive Session at 8:39 pm.***

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

**RECONVENE IN OPEN SESSION**

**9. CALL TO ORDER:** The regular meeting of the Sunburst Farms Irrigation District Board of Directors was called back to order by President Larry Hudson at 8:59 P.M.

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

**D.** Employee Raises

***MOTION*** ***Secretary Victor Armendariz made a motion to increase Tim Michels by $1/hr to $21 per hour, Rob Edgell by $1/hr to $21 per hour, and Cari Crew by $1,000 annually. Treasurer Rob Myers seconded the motion. Motion carries.***

**9. ADJOURNMENT:** Without objection and with no further business to discuss, the meeting was adjourned at 9:00 P.M.

Dated this 4th day of July 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*