

Board of Directors Regular Session Meeting
16040 N 43rd Avenue
Glendale, AZ 85306
April 7, 2026

MINUTES

MEMBERS PRESENT: Rob Myers, President
Linda Rodl, Secretary
Holly Perri, Treasurer

EMPLOYEES PRESENT: Cyndee Welch

1. CALL TO ORDER: The regular meeting of the Sunburst Farms Irrigation District Board of Directors was held on April 7, 2026. The meeting was called to order by President, Rob Myers at 7:00 P.M.

2. CALL TO THE PUBLIC:

Eric Muse, 1) commented that he donated a TV for anyone's use in the conference room. 2) mentioned an IT Compliance Review to meet the State Statutes, and 3) wanted to make the Board aware the Line 13 Bridle Path lock being cut off multiple times

Victor Armendariz, 1) requested more detail on Agenda items, and 2) stated that the word "Approve" on actionable Agenda items was not appropriate

3. SUMMARY OF CURRENT EVENTS: A summary of current events may be provided by the President, members of the Board and/or District Management. The Board will not propose, discuss, deliberate, or take legal action at the meeting on any matter addressed in the summaries, unless the specific item is otherwise properly noticed. *President, Rob Myers noted that regarding the legal case found in the District's favor, to date, we have heard nothing from the other party regarding restitution. They still have additional time to do so. President, Rob Myers stated that last meeting we voted to renew the 6-month Certificates of Deposit for each of our two Emergency accounts. Those will renew Thursday. Today's rate of return was 3.5% annually. President, Rob Myers also noted that he would like more homeowners to attend our meetings. As a reminder, starting in July 2026, the Board will begin seeking Homeowners to file petitions to run for office. Treasurer, Holly Perri mentioned that the office purchased an inexpensive letter folding machine for \$284.00*

4. APPROVAL OF MINUTES: Regular BOD Meeting March 3, 2026, Special Session March 18, 2026 at 9:00 A.M., and Special Session March 18, 2026 at 2:00 P.M., Special Session March 26, 2026.

MOTION Secretary, Linda Rodl, made a motion to approve the minutes from Regular BOD Meeting March 3, 2026, Special Session March 18, 2026 at 9:00 A.M., Special Session March 18, 2026 at 2:00 P.M., and Special Session March 26, 2026 as written. Treasurer, Holly Perri, seconded the motion. Motion carries.

5. REPORTS:

A. Financial Report

January 2026, and February 2026 Financials (Cathy Hacker)

MOTION Secretary, Linda Rodl, made a motion to accept the January 2026 and the February 2026 Financial Reports. President Rob Myers, seconded the motion. Motion carries.

Peggy Schwend went through the budget and stated that year-to-date numbers were very close to projections

B. Manager's Report

Breaks/Leaks/Pumps/Repairs & Current Events, Pump Report, Speed Report (Treasurer, Holly Perri on behalf of Tim Michels, stated there were no speed violations or idle time violations, and Pump Report was submitted to the Board)

C. Custodian of Records

Completed/Outstanding/Fees collected – No Requests

D. Calendar of Important Dates & Deadlines – Peggy Schwend, the Budget Committee will start meeting in mid-May and will probably have two meetings to complete the Budget

6. OLD BUSINESS:

A. Mainline along Greenway from 39th Avenue to 43rd Avenue-camera'ing line cleaning line, missing standpipe from Greenway widening, very rough cost estimate

MOTION President, Rob Myers made a motion to table this item. Treasurer, Holly Perri seconded the motion. Motion carries.

B. Replacement of Standpipe Gate Valves

MOTION Treasurer, Holly Perri made a motion to table this item. Secretary, Linda Rodl seconded the motion. Motion carries.

C. 43rd Avenue GE Motor Update and Warranty

MOTION Treasurer, Holly Perri made a motion to table this item. Secretary, Linda Rodl seconded the motion. Motion carries.

D. Request for competitive quotes for Accounting Services

MOTION Treasurer, Holly Perri made a motion to table this item. Secretary, Linda Rodl seconded the motion. Motion carries.

7. NEW BUSINESS:

Discuss and possible action on:

A. Contractors Pollution Liability Insurance Policy

Discussion: To allow our repair crew to complete the repair work on line 8 on east ROW of 47th Ave. Additional insurance was required by the City of Phoenix.

MOTION Treasurer, Holly Perri made a motion to approve the Contractors Pollution Liability Insurance Policy in the amount of \$1,599.60 with the policy to start on commencement of the work on the right-of-way for the City of Phoenix. Secretary, Linda Rodl seconded the motion. Motion carries.

- B. Chase Bank Business Depository Resolutions for Operating CD and Capital CD in order to add and remove authorized users.

MOTION Treasurer, Holly Perri made a motion to table this. President, Rob Myers seconded the motion. Motion carries.

- C. Extend new Administrative Assistant training hours from two weeks to five weeks.

MOTION President, Rob Myers made a motion to amend the motion from January 27, 2026 Special Session and extend the Administrative Assistant training hours from two weeks to five weeks at the same rate of pay. Secretary, Linda Rodl seconded the motion. Treasurer, Holly Perri recused herself from the vote. Motion carries.

- D. Purchase a new Pipe Plug to temporarily assist in blocking the water flow to the compromised valve

MOTION Treasurer, Holly Perri moves to ratify the purchase of the new Pipe Plug in the amount of \$832.20 and the purchase would not be capitalized. Secretary, Linda Rodl seconded the motion. Motion carries.

- E. Postage Meter

Treasurer, Holly Perri presented a spreadsheet to the Board with comparison pricing and stated that although having a Postage Meter would be convenient, it wouldn't be cost effective.

MOTION President, Rob Myers made a motion to take no action. Treasurer, Holly Perri seconded the motion. Motion carries.

- F. Security Measures

President, Rob Myers read a lengthy statement prepared by the Board regarding new security measures due to the fact that \$2,269.00 in deposits is missing. (see attached statement)

MOTION Treasurer, Holly Perri made a motion to reaffirm the Security Measures as President, Rob Myers read them. Secretary, Linda Rodl seconded the motion. Motion carries.

8. CONSIDERATION OF ACTION TO GO INTO EXECUTIVE SESSION OF THE BOARD PURSUANT TO A.R.S. SECTION 38-431.03 A.1 - Regular Session was adjourned at 8:24 P.M. to go into Executive Session.

- A. Employee Issues
B. Legal Issues
C. Collection Issues

MOTION President, Rob Myers made a motion to adjourn out of Executive Session and reconvene in Regular Session. Treasurer, Holly Perri seconded the motion. Motion carries.

9. RECONVENE IN OPEN SESSION: The meeting was called back to order by President Rob Myers at 9:01 P.M.

10. NEW BUSINESS:

Discuss and possible action on:

A. Employee Issues

MOTION Treasurer, Holly Perri made a motion to take no action. President, Rob Myers seconded the motion. Motion carries.

B. Legal Issues

MOTION Treasurer, Holly Perri made a motion to send the documents that were served to the District and the Board Members individually prior to the meeting to our Attorney for review. President, Rob Myers seconded the motion. Motion carries.

C. Collection Issues

MOTION Secretary, Linda Rodl made a motion to send (# 71918) to our Collection Attorneys. President Rob Myers seconded the motion. Motion carries.

10. ADJOURNMENT – Meeting was adjourned at 9:04 P.M.

Dated this 8th day of April 2026
Submitted by: Cyndee Welch
Administrative Assistant

Minutes accepted on: _____, 2026 by Secretary _____ *Note: All attachments including correspondence in their entirety are filed with the original minutes and may be viewed at the District office.

Security Measures:

The District's video and audio security system was put in service in early December of last year. Since then, we have added four additional security measures we felt necessary.

1. To better track cash deposits, instead of the old two-page cash receipt form the office now uses a three-page cash receipt form. One page for the person paying, one to accompany the bank deposit, and one for the office records. The two-page form left no remaining record for the office
2. Instead of letting cash accumulate in the office over several days, cash payments are now deposited at the bank within 24 hours if at all possible. There are very few exceptions.
3. Any cash on hand is kept in a combination safe locked box in the file room that is locked at night.
4. A deadbolt lock has been added to the interior door leading from the break room to the main office.

Why the new measures? In early January, there was a problem doing the reconciliation for the month of December. Holly was consulted and found the discrepancy. She then went back to the reconciliation for November and identified the specific problems. The total of cash payments by residents credited to their accounts for dates from early November did not match the cash deposits made at the bank for the same periods.

The office has been searched thoroughly numerous times individually by all authorized personnel for the possibility of locating misplaced cash. At our request, the bank has checked their records for any out of balance records at the teller's windows, but the sad result is that we have a missing \$2269. In the interest of complete transparency, we felt that we need to share this information with you.