

Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District
February 19, 2013 – 2:00 p.m. at
Village Of Oak Creek Community Center, 690 Bell Rock Boulevard, Sedona, Arizona

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301.

Call to Order – Dave Norton, Mark Mumaw, Joanne Johnson, Steve Fielder and Richard Sidy present.

Also present and participating in the meeting were: Jennifer Bartos, District Clerk / Administrator and Karen Davis, Administrator, Improvement District Services, Inc.

1. Discussion and possible action to acquire the services of an electrician to maintain the pedestrian lighting.
Karen said she confirmed that replacing the bulbs in the pedestrian lighting is not a County responsibility. Dave Norton said that he thinks the Board should avoid liability issues and should consider hiring a licensed electrician to replace the bulbs. Director Johnson said there are four pedestrian lights that are out. Director Johnson volunteered to check the lights. Chairman Norton asked IDS to call local electrical contractors (Mountain High Electrical, Rogers).
Motion: made by Vice-Chair Mumaw to have IDS contact local electrical companies and IDS to choose which contractor, second by Director Sidy.
Unanimous Approval
2. Discussion and possible action regarding banners mounted to pedestrian lighting.
Vice-Chairman Mumaw said the banners are the responsibility of the All American Road Committee. Chairman Norton asked IDS to contact Tom Graham to ask for clarification on the banners.
3. Discussion and possible action to acquire the services of a utility locating company to locate District water lines for the Century Link project near Tequa.
Jennifer told the Board that she contacted Green Earth and they will not Blue Stake the District's water lines. She said she contacted three locating services and they quoted her \$150.00 per hour, two of the firms have a two-hour minimum. Jennifer was asked to contact ADOT about providing the Blue Stake service and if not then call on Environmental Biomass Services.
Motion: made by Vice-Chairman Mumaw to contact ADOT and if not contact EBS, second by Director Fiedler.
Unanimous Approval
4. Discussion regarding the landscape contract and duties as assigned.
Director Sidy said there are specific insurance requirements for the holder of the operations contract and it will be important to notify potential bidders of this requirement. Director Fiedler said he reviewed the contract and has some questions. Director Sidy said a monthly

charge of \$1,000.00 per month for weed control is very high. He would like to see itemized invoices from Green Earth. The Board wants to confirm that the contractor is providing proper signage when spraying. The Board asked I.D.S. staff to contact AMFLO to do the backflow valve testing. Jennifer was asked to contact Big Park Water to inquire if the backflow testing has been done.

Motion: made by Director Fiedler to authorize I.D.S. to check on the backflow testing and requirement and if it has not been taken care of then hire AMFLO to have it done, second by Vice-Chairman Mumaw.

Unanimous Approval

5. Discussion and possible action regarding District Insurance.
Take County off as additional insured. Have ADOT listed as an additional insured.
No action taken
6. Discussion and possible action regarding the Administrative Services Staff Report from Jennifer Bartos and Karen Davis of Improvement District Services, Inc. regarding staff activities, District financials and direction to the Clerk for future agenda items.
Chairman Norton asked for a book to be created with agreements, minutes and financial information. Steve Fiedler's address is "Redrock" not Red Rock

Chairman Norton asked to have the minutes pulled from the consent agenda.

7. Consent Agenda:
 - a) Approve meeting minutes of January 15, 2013.
Change Page 3 – to "Sedona" Fire District
Motion: made by Vice-Chairman Mumaw to approve the minutes as amended, second by Director Johnson
Unanimous Approval
 - b) Approve warrants written in January 2013.
Motion: made by Vice-Chairman Mumaw to approve the warrants, second by Director Johnson
Unanimous Approval

Public Comment Period: The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.