

Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District
October 15, 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.

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

Also present and participating in the meetings: Jennifer Bartos, District Clerk/Administrator and Karen Davis, Administrator, Improvement District Services, Inc.; Tom Graham, Chairman of the All American Road Committee; Dave Grondin, Green Earth, LC

2. Discussion regarding a staff report from Dave Grondin of Green Earth.
Dave told the Board that the water line break occurred inside an 8-inch sleeve that runs under the road to the roundabout. He said at the end of October and/or the first of November they will be planting some of the replacements for the plantings destroyed by insects this past summer. Director Johnson said that lantana might not survive very well being planted now and suggested changing the species or delaying the planting time until spring.
The steep slope across from Tequa was discussed. It was noted that because ADOT left the slope too steep, dirt and rocks wash off onto the sidewalk. Vern Dumbeck is supposed to be looking into correcting this issue.
Motion: made by Vice-Chair Mumaw to plant lantana plants in the spring, Director Johnson.
Unanimous Approval
3. Discussion and possible action regarding a photo presentation by Director Fiedler regarding landscaping issues.
Director Fiedler took several photos of the landscaping and would like to discuss the condition with the Board; however, the appropriate equipment was not available at this meeting to display his photos. Jennifer was asked to add an item to the next agenda that includes what the Board expects from the Green Earth services. Director Sidy suggested creating a form for Green Earth to complete and submit to the Board along with the staff report so the Board can get the information they feel they need.
Item tabled to next meeting.
4. Discussion and possible action regarding the broken wires that feed the pedestrian lighting east of Chevron Gas Station:
It was determined that a propane tank and barriers were installed at the Chevron Station prior to this Board's appointment; and it has been discovered that this installation severed a power supply line to the pedestrian lighting. Karen Davis said that Vern Dumbeck with ADOT is looking into who is responsible for this repair.
 - a. Approve invoice from Environmental Biomass Services, Inc. in the amount of \$1,548.75 for the diagnosis of the broken electrical line.
Motion: made by Vice-Chair Mumaw to approve the invoice for E.B.S. in the amount of \$1,548.75 for the diagnosis, second by Director Johnson.
Unanimous Approval
 - b. Approve an estimate from Environmental Biomass Services, Inc. to repair, for an amount not to exceed \$3,819.92.

Vice-Chair Mumaw asked if the bid includes moving the line out of the way of the obstruction. Chairman Norton asked Karen to contact the fire district to make certain they know and are okay with a propane tank being near electric lines.

Motion: made by Vice-Chair Mumaw to approve E.B.S. making the repair to the broken line if it is confirmed that the line exists within the ADOT right-of-way, for an amount not to exceed \$3,819.92, second by Director Johnson.

Unanimous Approval

5. 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.
No action taken

6. Approve meeting minutes of August 20, 2013.
The following amendments were requested added to item #2 in the minutes. Final approval of the minutes will be considered at the next meeting.
 - The steepness of the slope across from Tequa was discussed and the run off causes dirt and rock on the sidewalk. Vern Dumbeck will investigate the drainage at the slope and to see what could be done about it.
 - Regarding the pavement issue near the VOCA sign; Vern Dumbeck will look into a possible rough patch.
 - Regarding ADOT's plan for weeds between asphalt and concrete; Audra said she was going to have ADOT's maintenance crews give that some attention.
 - Regarding who owns the trash cans, benches, etc.; Audra will ask the ADOT legal department and return with an answer to the District.Item tabled to next meeting.

7. Approve warrants written in August and September 2013.
Modifications to the financial reports were discussed. It was determined that the reports will be submitted as presented at this meeting today.
Motion: made by Vice-Chair 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.