

Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District
May 14, 2025 – 2:30 p.m. at
Community Library Sedona Village Branch, Javelina Room
25 West Saddlehorn Road, Sedona, Arizona
And Zoom Video Conference

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. All comments and questions shall be directed to the Board Chairperson. Representatives of the District Clerk and the Administrative personnel are authorized to speak on all items. 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., 3603 Crossings Drive Prescott, AZ 86305.

Join Zoom Meeting

<https://us04web.zoom.us/j/9282849764>

Meeting ID: 928 284 9764

Telephone Numbers for those without computers or smart devices:

(602) 753-0140 (Phoenix) / (669) 219-2599 (San Jose)

Contact jbartos@idsadmin.com to request the Zoom meeting invitation to be sent via email

Call to Order – Dave Norton, Joanne Johnson, Melina Fuhrmann, Karen McClelland and Valna Wilson present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Mark Price and Brittiney Martinez, Price Landscaping; John Leslie, Field Superintendent; Steve Feidler, Roundabout Artwork Committee.

1. Discussion and possible action regarding banners on light poles.
The banners were part of the original plan for the District. Director Fuhrmann is looking into new banners because the originals have aged due to weather and some are missing. There are no banners or brackets stored at the Yavapai County Road Yard. The cost of replacing the banners and brackets was discussed and there is a quote of \$2,600 for 20 banners and brackets. The new fiscal year budget shall include a line item of \$3,000 for banners.
2. Discussion and possible action regarding field reports from Price Landscaping. Representatives of Price Landscaping may be called upon to speak.
The Board discussed the placement of artwork in two roundabouts. For the "Village Treasures" piece at Jacks Canyon/Verde Valley School Road, they decide to center it between the hummingbirds on the roundabout, which may put the base slightly off-center. For the "Dream Catcher" piece at Cortez, they agree to center it in the roundabout. The Board is waiting for ADOT's response on removing existing concrete pads from the roundabouts. They also discuss potential landscaping around the artwork, favoring low-growing plants that won't obstruct views. New engineering specs for foundations to support the art pieces have been submitted to ADOT.
Mark Price said all of the replacement plants will be planted by the end of next week. He said the tree is down at Bell Rock.
3. Discussion and possible action regarding the field report by John Leslie, Field Superintendent, to include plant replacement, weed removal and other issues listed in the report.
John said there two sections of the sidewalk that lifting at the adjoining edges, up by about 3"
This section is in front of the Village Vet Hospital. John will contact Church Concrete for a repair cost. The second issue involved an upcoming APS project near Ace Hardware that will impact landscaping. John has spoken with the crew and will monitor the work to ensure proper restoration of any affected areas.

4. Discussion and possible action to adopt the FY 2025/2026 District Budget and tax rate. If appropriate, set the hearing date and time as June 11, 2025 at 2:30.
It was decided to add a \$3,000 line item for banners, \$5,000 for plant replacement and \$10,000 for sidewalk repair.

Jennifer and Board discussed the need to separate out the cost of weed mitigation from the overall maintenance budget. They agreed that this would help track the cost more accurately and provide a clearer picture of the expenses for the public. Price Landscaping was tasked with making this adjustment on future invoices and providing the updated financials to Diana. They also discussed the allocation of funds for various expenses, including lighting maintenance and sidewalk repairs. The issue of defining major and minor repairs in the IGA with ADOT was also discussed, with the goal of redefining these terms for clarity.

Motion: made by Director McClelland to adopt the Fiscal Year 2025/2026 tentative budget and set the hearing date as June 11, 2:30 p.m. at the Community Library Sedona Village Branch, second by Director Johnson.

Unanimous Approval

5. Discussion and possible action to approve meeting minutes of April 16, 2025.

Motion: made by Director McClellan to approve the meeting minutes, second by Director Johnson.

Unanimous Approval

6. Discussion and possible action to approve warrants written in January, February, March and April 2025.

Motion: made by Director McClellan to approve the warrants, second by Director Johnson.

Unanimous Approval

7. Discussion regarding future agenda items.

Amending the ADOT IGA will be placed on the next agenda. Jennifer was asked to email a copy to the Board Members. The board plans to review the draft at the June 11th meeting, then send it to attorney Robert Kozak for formal language before presenting it to ADOT. There is some debate about the current IGA's scope, with Director Johnson recalling that major construction was not intended to be the District's responsibility. The board will review the IGA and consider including funds for sidewalk repair in next year's budget. Jennifer suggested that in the ADOT IGA amendment, that clarification on the District's authority to add underlayment would be helpful in future decisions.

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.

Red Rock Road Enhancement Maintenance District

Fiscal Year 2025/2026 Tentative Budget

Exhibit A

EXPENSE		FY 24/25	Actual as of	12-month	FY 25/26
		<u>Budget</u>	<u>*5/5/25</u>	<u>Estimate</u>	<u>Budget</u>
1	Administrative Services	\$13,200	\$11,015	\$13,218	\$13,200
2	Additional Admin Svcs.	250	65	195	250
3	Attorney Services	500	925	1,500	1,000
4	Bank Charges	0	0	0	0
5	Director's Compensation	1,875	1,275	2,025	1,875
6	Elections	11,000	0	0	0
7	Fees & Registration	175	63	180	180
8	Insurance	8,610	88	8,610	9,000
9	Self insured	15,000	0	0	15,000
10	Meeting facility rental	0	0	0	0
11	Office Supplies	0	0	0	0
12	Postage	2,010	30	60	75
13	Publishing	800	0	600	600
14	Operation & Maintenance:				
15	Backflow Testing	150	0	150	150
16	Repairs & Replacement	0	0	0	1,000
17	Lighting Maintenance	2,000	757	2,000	2,000
18	Irrigation Maintenance	6,000	0	1,500	6,000
19	Hard Scape Maintenance	5,000	0	0	5,000
20	Plant Replacement	5,000	5,000	5,000	5,000
21	Sidewalk Repair	12,000	37,110	37,110	10,000
22	Test Fabric Project	4,000	0	0	4,000
23	Contract Monthly Maintenance	75,000	50,000	75,000	75,000
24	Weed Mitigation	15,000	0	0	0
25	Contract Field Superintendent	7,000	3,899	5,200	7,000
26	Blue Stake Service	150	0	0	150
27	Electricity	2,150	1,884	2,512	2,600
28	Water	7,250	4,682	6,243	6,500
29	Banners	0	0	0	3,000
30	Emergency Maintenance	2,000	0	0	2,000
31	<i>Subtotal</i>	<i>\$196,120</i>	<i>\$116,793</i>	<i>\$161,103</i>	<i>\$170,580</i>
32	Contingency	10,000	1,200	1,200	10,000
33	Capital Replacement Reserve	10,000	0	0	71,060
34	Total Expenses	\$216,120	\$117,993	\$162,303	\$251,640
		FY 24/25	Actual as of	12-month	FY 25/26
<u>REVENUE</u>		<u>Budget</u>	<u>*5/5/25</u>	<u>Estimate</u>	<u>Budget</u>
35	Ad Valorem Tax	\$170,602	\$140,924	\$170,602	\$170,602
36	Interest	1,000	4,000	4,200	2,000
37	Miscellaneous	0	1,345	1,345	0
38	Total Revenue	\$171,602	\$146,269	\$176,147	\$172,602

FUND BALANCES

Balance as of 5/5/25	93,470
Estimated Expenses 24/25	<u>44,310</u>
Subtotal	49,160
Anticipated Revenue 24/25	<u>29,878</u>
Estimated Ending Balance 24/25	79,038
Est. Beginning Balance 25/26	79,038
Estimated Revenue 25/26	<u>172,602</u>
Subtotal	251,640
Estimated Expense 25/26	<u>251,640</u>
Estimated Ending balance 25/26	\$0