

Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District
April 19, 2023 – 2:00 p.m.
VIA 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.

Topic: RRREMD Board Meeting

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, Valna Wilson, Joanne Johnson, Karen McClelland and Melina Fuhrmann present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Steve Fiedler, Field Superintendent; Paul Comstock, Green Care; Mark and Eric Price, Price Landscaping; Paul Gazda, property owner.

1. Discussion and possible action regarding field reports from Green Earth and an update on RRREMD alternative weed spray program. Representatives of Green Earth LLC may be called upon to speak.
Report to include:
 - a) Drip irrigation tubes repaired, spaced and secured around tree bases.
 - b) Dead grass and weeds cleaned out of rock beds.
 - c) Winter pruning trees and plants.
 - d) Weed pre-emergent in rock beds.Paul Comstock said they are spraying every day, except on Thursday. He said the drip system is on and the drip lines to the trees are done. Paul said they cannot spray preemergent without a license.
2. Discussion and possible action regarding a field report from Steve Fiedler to include:
 - a) Sidewalk Replacement
The quote for the repair is several months old and it was discussed that the price quoted may not still be the same.
Motion: made by Director Johnson to approve the proposal from Fields Concrete Contracting in the amount of \$10,350.00 with up to a 15% increase in the cost, second by Director McClelland.
Unanimous Approval
 - b) Grant Funds – Remove this item from the agenda.
 - c) Team Fishel installing fiber optic to the View Motel on the corner of Cortez
Steve said this item is complete.
 - d) Vista Village possibly installing a right turn lane into the mall
Steve said the status is unknown.
3. Discussion and possible action to accept the 90-day notice of resignation by Green Earth.
Director Wilson will hold an exit interview with Paul Comstock.
Motion: made by Director Johnson to accept the resignation, second by Director Fuhrmann.
4 votes yes
1 vote no – Wilson

4. Discussion and possible action regarding bids for services currently included in Green Earth contract, with services to begin when current contract expires.
 Chairman Norton told the Board that he contacted Price Landscaping to inquire about their interest in taking on this project. He said that Mark Price worked for the former landscape contractor and is familiar with the District project. Price Landscape LLC submitted a proposal in the amount of \$90,000, which did not break down the duties to be performed. Chairman Norton will provide Mark Price a copy of the existing landscape contract.
 Motion: made by Director Johnson to accept the proposal from Price Landscaping for 1 year and the contract to be reviewed at the next meeting, second by Director McClelland.
 Unanimous Approval
 Paul Gazda said he would like the contract to only allow the use of Weed Zap.

5. Discussion and possible action to accept Steve Fiedler’s resignation, effective June 30.
 Director Wilson and Director Fuhrmann will do an exit interview with Steve.
 Motion: made by Director Johnson to accept Steve Fiedler’s resignation, second by Director McClelland.
 Unanimous Approval

6. Discussion and possible action to fill the position of Field Superintendent.
 Mark Price will provide a proposal that would cover the tasks of the Field Superintendent.

7. Discussion and possible action regarding the Fiscal Year 2023/2024 Budget and tax rate. If applicable, set the hearing date and time.
 The budget was increased to include six Board meetings next year and add meeting room rental in the amount of \$500. The Board would like to hold the next two meetings in person.
 Motion: made by Director Johnson to approve the budget as amended, second by Director McClelland.
 Unanimous Approval
 Jennifer said she must post and publish the hearing notice once the time and location are determined.
 Motion: made by Director McClelland to set the hearing date as May 24, no time and location determined, second by Director Johnson.
 Unanimous Approval

8. Discussion and possible action to approve meeting minutes of January 18, 2023.
 Director Fuhrman said she thought all meetings will be in person.
 Motion: made by Director Johnson to approve the minutes, second by Director McClelland.
 3 votes yes
 2 votes no – Wilson and Fuhrmann

9. Discussion and possible action to approve warrants written in January, February and March 2023.
 Motion: made by Director Johnson to approve the warrants, second by Director McClelland.
 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.

Red Rock Road Enhancement Maintenance District
Fiscal Year 2023/2024 Tentative Budget

*04/24/2023

Exhibit A

EXPENSE	FY 22/23 Budget	Actual as of *4/10/23	12-month Estimate	FY 23/24 Budget
Administrative Services	\$13,200	\$9,965	\$13,287	\$13,200
Additional Admin Svcs.	250	358	488	250

Attorney Services	500	0	500	500
Bank Charges	150	0	0	0
Director's Compensation	1,875	1,425	2,175	2,250
Elections	14,000	4,806	4,806	0
Fees & Registration	175	126	175	175
Insurance	7,500	0	7,500	8,200
Self insured	5,000	0	0	5,000
Meeting facility rental	0	0	0	500
Postage	3,025	48	48	50
Professional Services	0	0	0	0
Publishing	600	0	400	350
Landscape Maintenance:				
Monthly Maintenance	75,000	60,000	75,000	75,000
Backflow Testing	150	0	150	150
Repairs & Replacement	6,000	2,940	3,920	6,000
Weed Mitigation	15,000	2,500	6,500	15,000
Lighting Maintenance	1,500	1,988	1,988	2,000
Contracted Services	500	0	0	0
Field Superintendent	7,000	3,870	6,634	7,000
Blue Stake	150	0	150	150
Electricity	1,500	1,433	1,911	2,000
Water	6,000	5,023	6,697	6,800
Website	0	0	0	0
Emergency Maintenance	2,000	0	0	2,000
<i>Subtotal</i>	<i>\$161,075</i>	<i>\$94,482</i>	<i>\$132,329</i>	<i>\$146,575</i>
Contingency	10,000	0	0	10,000
Capital Replacement Reserve	35,577	0	0	47,417
Total Expenses	\$206,652	\$94,482	\$132,329	\$203,992

	FY 22/23	Actual as of	12-month	FY 23/24
REVENUE	Budget	*4/10/23	Estimate	Budget
Ad Valorem Tax	\$130,000	\$83,893	\$130,000	\$130,000
Interest	280	639	700	700
Miscellaneous	0	0	0	0
Total Revenue	\$130,280	\$84,532	\$130,700	\$130,700

FUND BALANCES

Balance as of 04/10/23	64,971
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Estimated Expenses 22/23	<u>37,847</u>
Subtotal	27,124
Anticipated Revenue 22/23	<u>46,168</u>
Estimated Ending Balance 22/23	73,292
Est. Beginning Balance 23/24	73,292
Estimated Revenue 23/24	<u>130,700</u>
Subtotal	203,992
Estimated Expense 23/24	<u>203,992</u>
Estimated Ending balance 23/24	\$0