

## Meeting Minutes

Board of Directors of the Red Rock Road Enhancement Maintenance District  
August 20, 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 and Mark Mumaw present. Richard Sidy and Steve Fiedler absent.

Also present and participating in the meetings: Jennifer Bartos, District Clerk/Administrator and Karen Davis, Administrator, Improvement District Services, Inc.; Vernon Dumbeck, Julian Avila and Audra Merrick, Arizona Department of Transportation (ADOT) representatives.

2. Discussion with an ADOT representative regarding the District's agreements, permit obligations and future needs.

ADOT staff did not bring the equipment for a PowerPoint presentation so Ms. Merrick presented printed pages to the Board. Chairman Norton asked to have the ADOT PowerPoint presentation emailed to Karen. The District's encroachment permit will expire September 1<sup>st</sup>. A letter requesting renewal should be sent to ADOT. Director Johnson asked for a confirmation on who owns the equipment, poles, trash cans, benches, etc. Audra Merrick said she would get an answer to that question from the Attorney General's office. It was clarified that the District does not maintain the entire ADOT right-of-way, only the maintenance area. The problem of garage sale signs was discussed. It was noted by one of the ADOT personnel that a Green Earth truck was parked impeding the bike lane.

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.

3. Discussion regarding a staff report from Dave Grondin of Green Earth.  
The Board wants a staff report written and submitted properly.
4. Discussion and possible action to establish quarterly meeting dates.  
Motion: made by Chairman Norton to hold meetings on the third Tuesday of the first month of each quarter, second by Director Mumaw.  
Unanimous Approval
5. Discussion and possible action regarding a letter by Dave Norton to the newspaper.  
The roundabout lights are maintained by ADOT while the pedestrian lighting is maintained by RRREMD.  
Motion: made by Director Johnson to publish the letter as revised, second by Director Mumaw.  
Unanimous Approval

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 Brad to give the Board a report on what the issues have been with the lights. Director Mumaw said if the lighting is not repaired by the next meeting, have Brad Bowers attend the meeting.  
Staff was asked to get the District a Blue Stake membership.
7. Approve meeting minutes of June 18, 2013.  
Motion: made by Director Mumaw to approve the meeting minutes, second by Director Johnson  
Unanimous Approval
8. Approve warrants written in June and July 2013.  
Motion: made by Director Mumaw to approve the warranted, 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.