



**FAMD #1**  
**Fire Access Maintenance District**  
An Agency of the City of Indian Wells  
**Indian Wells Country Club Community**

**BOARD OF DIRECTORS SPECIAL MEETING MINUTES**  
**January 13, 2022**

Upon due notice given and received, a meeting of the Fire Access Maintenance District No. 1 Board of Directors was held on January 13, 2022, at 1:30 P.M. and held virtually on zoom due to COVID-19 in accordance with AB316 due to state or local officials recommending measures to promote social distancing.

**1. CALL TO ORDER**

Chairman Bonafide called meeting to order at 1:31 P.M.

**2. ROLL CALL**

PRESENT: Chairman Larry Bonafide  
Vice Chair Margaret “Marge” Barry  
Secretary Charlie Jones  
Director Tony Trocino  
Director Empty  
IWCC Rep Dennis Coker (Appointed GM – not swear on in – cannot vote)

ABSENT: None

ALSO, PRESENT: District Manager (DM) Scott Matas (Desert Resort Management/ Associa),  
Ken Seumalo (Indian Wells Public Works Director),  
Brent Sprague (Conserve Landcare)

**3. APPROVAL OF THE FINAL AGENDA**

*A motion was made by Director Tony Trocino and a 2<sup>nd</sup> by Secretary Charlie Jones to approve the agenda for the January 13, 2022 FAMD board meeting.  
Motion carries 4/0*

**4. PUBLIC COMMENTS**

No Public Comments

**5. CONSENT CALENDAR**

- a. DRAFT Board Meeting Minutes – November 17, 2021 and December 14, 2021
- b. Financial Report – November and December
- c. AB 361 – Findings to hold Virtual and Hybrid Meetings

*A motion was made by Director Tony Trocino and a 2<sup>nd</sup> by Secretary Charlie Jones to approve the Consent Calendar in whole. Motion carries 4/0*

## 6. SECURITY REPORT

### Director of Security's Report November & December 2021

District Manager reported that the speed trailer vendor sold company and did not complete the installation of the camera. The current company will not be able to help and referred the district to former company. The board was updated that no answers from the former company and the matter will be referred to the city attorney's office.

## 7. OLD BUSINESS

### a. Guard House Remodel

District Manager gave update to board. The District Manager is scheduling a walk with Secretary Jones and City Staff next week. Planning to release the RFP for the remodel by the end of the month and award contract by March.

### b. Janitorial Services

District Manager updated the board on the reasons the janitorial contract has not been executed. The previous awardee was not able to provide the insurance needed and the District Manager reached out to the other bidders. Master Care Janitorial was able to provide the insurance needed and rebid the services needed. The weekly/ monthly cost could change due to the insurance being purchased. The District Manager is asking for up to a 10% contingency to cover any monthly or weekly rate changes presented after insurance is purchased. Recommendation was given.

*A motion was made by Vice Chair Marge Barry and a 2<sup>nd</sup> by Secretary Charlie Jones to approve the Award the Janitorial Contract for the FAMD guard houses to Master Care Janitorial Service.*

*Direct the District Manager to negotiate a contract at once a week cleaning of both guard houses for up to \$9,108.00 for fiscal years 2021/22 and 2022/23 plus a 10% contingency.*

*Direct the City of Indian Wells finance department to award a supplemental appropriation to the proper ledger to add up to \$10,018.80 for Janitorial Services.*

*Motion carries 4/0*

### c. Fountain Cleaning

Due to the City of Indian Wells requiring additional insurance the fountain cleaning awardee (Supreme Pools) needed to rebid the service.

*A motion was made by Vice Chair Marge Barry and a 2<sup>nd</sup> by Director Tony Trocino to approve the awarding the Fountain Cleaning Contract for the FAMD guard houses to Supreme Pool Services.*

*Direct the District Manager to negotiate a contract for \$575.00 per month for Fountain Cleaning services at the Manitou and Club Gates per the proposal and approve the contract to begin February 01, 2022 and continue until June 30, 2023 with one (1) one-year contract extension plus a 10% contingency.*

*Direct the City of Indian Wells finance department to award a supplemental appropriation to the proper ledger for \$2,000.00 to the Fountain Cleaning Services.*

## 8. NEW BUSINESS

### a. Indian Wells Country Club main entry bridge issues

Chairman Bonafide present ed to the board the noise issue that many residents have complained about for years. He also explained the fact that is out of the prevue of the FAMD. Dennis Coker, newly appointed GM of the Indian Wells country Club, concerned with the Chairman and committed to assisting with a solution.

**9. DISTRICT MANAGER REPORT**

District Manager gave a verbal update on the 2022 board election, Manitou Gate Parking Expansion and Slot Drain Replacements. He also gave an update on the Landscaping refreshment project in the islands at Manitou entrance. Brent Sprague from Conserve Landscaping gave a brief overview and suggested a walk with board members. Chairman and Vice Chairman committed to walk with Brent and report back to the board.

**10. BOARD MEMBER COMMENTS**

IWCC Rep Dennis Coker introduced himself and stated he will be officially assigned to Indian Wells in a few weeks. He is currently transitioning from the General Managers position at Mission Hills Country Club. The Chainman stated that the FAMD manger will invite the City Clerk to the next meeting to swear in Mr. Coker to the board.

**11. ANNOUCEMENTS**

The next regularly scheduled meeting of the Fire Access Maintenance District Board to be held at 1:30 p.m., on February 10, 2022 via teleconference/Zoom Meeting.

**12. ADJOURNMENT**

There being no more business, meeting was adjourned by Chair Bonafide at 2:13 P.M.

Respectfully Submitted,  
Scott Matas, District Manager

Attested to: Charlie Jones  
Charlie Jones, FAMD Secretary

Date: 02/19/20222