



BOARD OF DIRECTORS MEETING MINUTES

June 9, 2022

1. CALL TO ORDER

Chairman Bonafide called meeting to order at 1:34 P.M.

ROLL CALL

PRESENT: Chairman Larry Bonafide
Vice Chair Margaret “Marge” Barry
Secretary Charlie Jones
Director Kurt Yeager
IWCC Rep Dennis Coker

ABSENT: Director Tony Trocino

ALSO, PRESENT: District Manager (DM) Scott Matas (Desert Resort Management/ Associa),
Paul Stotesbury (Allied Universal, Director of Security),
Jill Moon (City of Indian Wells, Management Analysis),
Jody Watkins (Watkins Landmark Construction)

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF THE FINAL AGENDA

A motion was made by Vice Chair Margaret Barry and a 2nd by Secretary Charlie Jones to approve the agenda for the June 9, 2022 FAMD board meeting with the addition of Item “8(d)” Invoice for Palm Tree Lighting, Item “8(e) Quail Run/ Dove Drain Repairs, “8(f)” Invoice for Signarama. Motion carried 5/0.

4. PUBLIC COMMENTS

No Public Comments

5. CONSENT CALENDAR

- a. DRAFT Board Meeting Minutes – May 12, 2022
- b. Financial Report – May 2022

A motion was made by Secretary Charlie Jones and a 2nd by Vice Chair Margaret Barry to approve the Consent Calendar in whole. Motion carried 5/0

6. SECURITY REPORT

Director of Security’s Report May 2022

Director of Security gave an update and answered board questions.

7. OLD BUSINESS

- a. Guard House Remodel

Secretary Charlie Jones and District Manager gave update to board. Conception renderings were presented by Jody Watkins from Watkins Landmark Construction. His design team from DBK

Design presented the first draft of renderings. The board and security director gave their opinions and a second draft will be presented in the next few weeks. A preliminary draft budget was presented to the board. No action was taken.

b. Indian Wells Country Club main entry bridge issues

The chairman read a statement (attached to these minutes) and suggested a motion - *FAMD Board instruct the City of Indian Wells/ FAMD Attorney to advise to CC / Invite mgmt. of the exposures to the legal liabilities of this situation.*

A motion was made by Chairman Larry Bonafide and a 2nd by Director Kurt Yeager to approve the Consent Calendar in whole. Motion carried 4/0 with IWCC Representative Dennis Coker abstaining from the vote.

IWCC Representative Dennis Coker explained to the board that that the bridge issue has been approved for up to \$140,000.00 in repairs and is awaiting final approval from the CEO.

8. NEW BUSINESS

a. Emergency Road Repairs Contract

District manager explained that the FAMD does not have a contractor on contract for emergency repairs. The board directed the District manager to prepare a contract with IPS for an amount not to exceed up to \$25,000.00. The contract will allow for repairs up to \$5,000.00 with no more than 5 repairs a fiscal year.

A motion was made by Vice Chair Margaret Barry and a 2nd by Secretary Charlie Jones to approve an emergency road repair contract with IPS Direct the District Manager to award a 5-year maintenance contract with IPS that will not exceed \$5,000.00 per event for a total to not exceed \$25,000.00 per fiscal year. Direct the City of Indian Wells finance department to award a supplemental appropriation to the proper ledger for a total fiscal year amount not to exceed up to \$25,000.00 with no event exceeding \$5,000.00. Motion carried 5/0.

b. Painting Contract for Emergency Vehicle Gate Access

District Manager presented proposals for repairs and painting of the emergency Vehicle Gates. The Chairman Explained that he does not believe that the gates are the responsibility of the FAMD and would like further research done before approving any invoices.

c. Landscaping Contract

An RFP was sent out for Landscaping services. The contract with Conserve LandCare had expired and the FAMD received five (5) proposals. The board reviewed the RFP's and awarded a 3-year contract with two (2) – one-year options for a total of 5 years. The contract was awarded to Conserve LandCare at \$3,376.00 per month or \$40, 512.00 per fiscal year.

A motion was made by Vice Chair Margaret Barry and a 2nd by Secretary Charlie Jones to approve the proposal from Conserve LandCare. Direct the District Manager to award a maintenance contract to Conserve LandCare for \$40,512.00 annually or \$3,376.00 per month plus \$14,488.00 in extra landscaping maintenance work to not exceed \$55,000.00. Direct the City of Indian Wells finance department to award a supplemental appropriation to the proper ledger for an amount not to exceed \$55,000.00 for landscaping maintenance and extras in the 2022/23 fiscal year budget. Motion carried 5/0.

d. Palm Tree Lighting

The Holiday lighting company was directed by the board to leave the palm tree lighting after the holiday lighting contract ended. Al & Luis Christmas Lighting submitted an invoice for purchase of the lights.

A motion was made by Vice Chair Margaret Barry and a 2nd by Secretary Charlie Jones to approve the palm tree lighting invoice of \$3,190.00 to Al & Luis Christmas Lighting. The District Manager will prepare a contract and submit the invoice for payment. Motion carried 5/0.

e. Drain Repairs for Quail Run and Dove

After several issues with the street drains at Quail Run and Dove, International Paving Services (IPS) prepared a proposal for repairs at \$8,326.00. Due to the amount being over the single bid \$5,000.00 amount the board approved up to \$10,000.00 in repairs and for the district manager to solicited three (3) proposals.

A motion was made by Vice Chair Margaret Barry and a 2nd by Secretary Charlie Jones to approve an amount not to exceed up to \$10,000.00 for repairs and have the district manager award the most responsive proposal once an attempt to have three proposals given. The District Manager will prepare a contract and submit the invoice for payment once awarded. Motion carried 5/0.

f. FAMD Security Parking Signage

The signage for the Security Parking area was installed on the fence. At that time the district manager observed that the signage was not in a place that was approved. The district manager asked Signarama to install post and relocate the signs. Due to the quality post being added the amount was over the approved authority of the district manager.

A motion was made by Director Kurt Yeager and a 2nd by Secretary Charlie Jones to approve the security parking signage invoice for \$1,194.41 with Signarama. The District Manager will submit the invoice for payment. Motion carried 5/0

9. DISTRICT MANAGER REPORT

District Manager gave a verbal update on RFP's, contracts and water restrictions.

10. BOARD MEMBER COMMENTS

11. ANNOUCEMENTS

The next regularly scheduled meeting of the Fire Access Maintenance District Board to be held at 1:30 p.m., on October 13, 2022 in person at the City of Indian Wells council chambers.

12. ADJOURNMENT

There being no more business, meeting was adjourned by Chair Bonafide at 3:06 P.M.

Respectfully Submitted, Scott Matas, District Manager

Attested to: Charlie Jones
Charlie Jones, FAMD Secretary

Date: October 13, 2022