

**BIG PARK REGIONAL COORDINATING COUNCIL, INC.
MINUTES OF REGULAR COUNCIL MEETING
THURSDAY, OCTOBER 13, 2011, 2011**

Sedona Fire District Station #3, 125 Slide Rock Road, Sedona, AZ 86351

Call to order - Pledge of Allegiance: President Mel Copen called the meeting to order at 9:00 AM. Craig Brown, President of the Williamson Valley Community Organization, led the Pledge of Allegiance.

1. **Determine Quorum by Roll Call – a quorum was established with the following 18 members present:** Bell Rock Plaza Association, Canyon Mesa, Cathedral Rock Ranch, Firecliff, Highland Estates, La Barranca I, Las Piedras, Oak Creek CC Estates I, Pinon Woods North III, Ridge at Sedona, Sedona Golf Resort, Sedona Village Business Assoc., Sedona Village Lodging Assoc., Sundance, Valley Vista Estates, Village Estates, VOCA, Village Park. **8 Members absent:** Cathedral View II, La Barranca II, Oak Creek CC Estates III, Oak Creek Estados, Pine Valley, Pinon Woods I, Pinon Woods East II, Wild Horse Mesa Roll Call attached as Exhibit A.
2. **Agenda from Executive Board meeting**
The Executive Board met on October 6, 2011 at the USFS Visitor Center, Sedona, AZ.
3. **President’s Report – Mel Copen, President – No report.**
4. **New Members/Member Changes – Secretary Tom Graham** No changes.
5. **Secretary’s report – Tom Graham**
 - (a) **Moved, Seconded and Unanimously Carried to approve the September minutes as distributed.**
6. **Treasurer’s report – Mark Mumaw**
 - (a) **September, 2011 Treasurer’s Report – No comments. Filed for audit and attached as Exhibit B**
7. **Corresponding Secretary’s report – Tom Graham** – Three “Thank You” letters sent to Sedona Golf Resort, Marketplace Café, and VOCA for each hosting one of the three Donuts & Dialogue sessions of the Vision Committee.
8. **Committee Reports – A reminder for Committee Chairs that display material for the screen should be submitted to Dave Norton one week in advance of the meeting.**
 - (a) **Transportation Committee – I-17/SR 179 Interchange Subcommittee – David Gill** – John Gillam gave this report for David Gill concerning the ADOT presentation at the VOCA clubhouse for design alternatives for the I-17/SR 179 Interchange. John urged everybody to comment in writing to ADOT on this. John reported on a new effort to form a wide local coalition to including the City of Sedona and KSB to help lead this effort and present a unifying design for all the Verde Valley interchanges. Information about the presentation and how to comment can be obtained at <http://www.azdot.gov/i17flagstaffstudy/>
 - (b) **Vision & Enhancement Committee – Mel Copen** – Mel reported that the three Donuts & Dialogue sessions were held during the past month. From the Community Survey, the Donuts & Dialog sessions and meetings of the Vision Committee, there was developed a set of values which were defined as the things that should be preserved or considered when thinking about the community vision – these values were as follows: The beauty that surrounds us, the climate, the people (friendliness/diverse interests/volunteerism, etc), the small town environment, outdoor activities & recreation, and the importance of tourism.
The Committee then grouped the survey topics into five workgroups and corresponding goals as follows:

WORKGROUP	SURVEY TOPIC	GOAL	Team Leader
1	Attracting new & different businesses/Interaction with and support to businesses/Marketing & Tourism	To expand and strengthen the business community in ways that better serve the needs of both local residents & visitors	Edgar Lozoya

2	Developing a theme & appropriate signage for Village	To develop a coherent theme and related signage program that distinguishes our community in a manner that will resonate with residents, businesses and visitors	Mel Copen –
3	Community Center Programs – education, musical, cultural, social Community Involvement/communications	To build a sense of community spirit and citizen involvement through better information dissemination concerning civic issues, educational/cultural/social events and, eventually a community center.	Dorothy O'Brien
4	Increased law enforcement coverage Emergency Medical Facilities	To enhance personal security for residents and visitors by increasing access to emergency health facilities and police protection	Don Beard
5	Bike- & Walk- “ability” / safety Public Transportation Internet/Broadband	To build a more comprehensive transportation and communications infrastructure, with particular emphasis on enhancing and promoting safe travel within our community by foot and bicycle traffic.	David Gill

Each task for group will have a leader and at least 4 other members and be assisted by a facilitator. Task group leaders will meet for a briefing prior to the Major Community Participation Event (MCPE) to be held on November 14 from 6:00 PM- 8:00 PM at the Hilton. The 5 groups will meet at the MCPE to identify specific ways of meeting the goals for their subject areas. The task will be to identify desired outcomes, without evaluating obstacles at this stage – a type of brainstorming process. An open invitation will be sent to the entire community to participate with the group(s) of most interest to them. The output from this MCPE will be shared, later, at a final community-wide convocation to be held sometime in February.

(c) Redistricting Task Force – Dorothy O'Brien – Dorothy O'Brien reported that the AZ Independent Redistricting Commission (IRC) released the AZ Redistricting Map on October 3, 2011, which started a 30-day comment period. Dorothy urged everyone to attend one of the IRC public meetings to provide verbal comments on the Map and also follow up with written comments.

9. Visitor Presentation – Tom O'Halleran, KSB President. Dorothy O'Brien then introduced Tom O'Halleran to provide his insight on the IRC Maps and public process. **Congressional Districts:** First of all, Tom indicated that the likelihood of changing this IRC Map is minimal and very much of an uphill battle. Congressional districts are now between 701,000 – 711,000 people. Tom further commented that the Verde Valley has no cohesive power center so there is a great likelihood that other areas (Prescott, Payson/Show Low, Colorado River communities) will control the Verde Valley. It is most important, regardless of party affiliation, to be part of the power structure in whatever congressional district the Verde Valley is placed. Tom recommended that we try to be part of District #1 rather than District #4. **State Legislative Districts:** Historically, there has not been a close connection in the state legislative districts between the Verde Valley and the Prescott area. The current connection is a recent occurrence. Tom expressed concern about our current state legislators representing Verde Valley issues, particularly with regard to the all-important water issues. A question & answer/discussion period followed Tom's presentation.

10. Other Reports (see reminder about display material under #8 above)

BPRCC seeks to have attendees at meetings of many organizations. In the interest of shortening our meetings, these reports will be made on a rotating schedule of 2-3 per month:

(a) Community Issues Committee – Sedona Chamber of Commerce (Dave Norton) – Dave reported that he attended this meeting held September 27. Attendees reported on the following updates:
Sedona Chamber of Commerce/Main Street – sales tax revenues are up. There are 3 net new businesses and 36 new employees. The summary is 33 new businesses with 30 going out of business for a net gain of 3.

City of Sedona – A new Business License program is being launched for service businesses.

Bike Coalition – An MS Ride is scheduled for April 14-15, 2012 and will bring in riders from across the country. There will be several routes covering the entire Verde Valley

APS – is converting electric meters to smart meters throughout the State

Sedona Medical Center – a complete remodel is in progress and there is a new cancer center here. They have a new 5 day breast cancer treatment program and are experiencing a new wave of “medical tourism” of patients coming for treatments and staying in the area. In January, Northern Arizona Healthcare will be taking over the Lab Corp facility in the Village and it will be connected into the hospital system so all lab test results will be available at the hospital instead of having to be redone.

Forest Service – Connie Birkland reported that the Red Rock Pass finished the RAC review in August and is now waiting on regional approval. The program was scaled back to major corridors with some stand alone sites and they are looking for a January implementation.

Fossil Creek is experiencing an increased use of 25% over last year with 60,000 using the place and creating parking issues, etc.

They are looking at Verde River float regulations for sanitation and fire issues.

There will be an ad-hoc group to discuss Amendment 12.

(b) RRREMD – (Tom Graham) – Tom reported that the All-American Road Committee (AARC) has designed banners marketing the scenic byway and promoting the community to be placed on the pedestrian light poles in the business corridor along SR 179. In order to do this, the AARC needed to secure a permit from ADOT to encroach on the ADOT right-of-way and also to obtain ongoing liability insurance coverage as long as those banners were up. The insurance became quite an issue and we have now convinced the RRREMD to not only be the owner of the banners that the AARC will produce but also to provide the liability insurance under their existing insurance. This clears the way for the issuance of the ADOT permit and hanging of the banners hopefully by November 30, 2011.

Tom also reported that Sarah Belcher, the USFS member on the AARC, reported that funding had been obtained to install a monument sign marking the southern beginning of the Red Rock Scenic Byway and also carry through with signage of the same theme at Bell Rock Vista. Eventually, when funding is obtained, the northern end of the Red Rock Scenic Byway will have a similar sign.

(c) SFD – Gary Johnson – Gary notified the meeting that at noon on November 9, 2011 there will be a 3-minute warning test of the federal emergency warning system.

(d) Other Member Reports – VOCA reported that the new Redstone Restaurant will open during the 2nd week of November.

(e) Verde Valley Transportation Planning Organization – (John Gillam) – John reported on the status of the Cornville Road project which hit a snag in the lower part of the Cornville community when additional work became necessary to control the water that kept bubbling up in a swampy area when they were digging the roadway.

11. Old Business – Craig Dible, Chair of the Task Force on Organizational Principles, reminded the Representatives that materials regarding this Task Force had been previously distributed. These materials were as follows:**(a) RESOLUTION CONCERNING COMMUNICATION TO 3RD PARTIES BY BIG PARK REGIONAL COORDINATING COUNCIL (BPRCC)**

WHEREAS, it is important that BPRCC members, committees and task forces understand the process by which the BPRCC will function and interact with Yavapai County (County), Agencies of the State of Arizona (State) and the local Community (Community);

NOW, THEREFORE, it is hereby

RESOLVED, that BPRCC shall take action with third parties (the County, the State, the Community and others) only by duly authorized action passed by a majority of BPRCC members at a duly

constituted meeting. The term "action" shall include without limitation any BPRCC member holding themselves out as being authorized to act or speak on behalf of BPRCC, to commit BPRCC to any oral or written agreement, and/or communicating to third parties that BPRCC holds any position on any issue without specific authorization from BPRCC. Nothing in this Resolution shall restrict the BPRCC's president's day-to-day interaction with the County, the State and the Community, it being expressly understood that such day-to-day operation would not include, without specific authorization, committing BPRCC on substantive matters that would normally require action by a board of directors authorizing action by a CEO. In the event that the BPRCC Executive Board determines that action by the BPRCC is required between its regular monthly meetings due to a pending deadline or other urgent reason, the BPRCC president may conduct a vote on such matter by email and it shall be considered a valid action by the BPRCC if more than a majority of all BPRCC representatives vote by email in favor of the proposed action. Such an action shall be reported at the next regular BPRCC meeting and be entered into the minutes of that meeting.

FURTHER RESOLVED, that the purpose of BPRCC subcommittees and task force is to research, assemble information and make recommendations to BPRCC. Subcommittee and task force members shall take action with third parties (the County, the State, the Community and others) only as specifically authorized by BPRCC. The term "action" shall include without limitation holding themselves out as being authorized to act or speak on behalf of BPRCC, to commit BPRCC to any oral or written agreement, and/or communicating to third parties that BPRCC holds any position on any issue without specific authorization from BPRCC.

FURTHER RESOLVED that the Council directs that the foregoing Policy shall be considered for inclusion in the Council's Bylaws at the next time the Council engages in the process to amend its Bylaws.

Moved, Seconded and Carried with one dissenting vote to adopt the foregoing Resolution.

(b) BIG PARK REGIONAL COORDINATING COUNCIL, INC. CONFLICT OF INTEREST POLICY

If any contract, decision or other action ("Issue") taken by or on behalf of the Council of Representatives ("Board") or any committee ("Committee") of the Big Park Regional Coordinating Council, Inc. ("Council") would directly cause a financial benefit to any member of the Board or any Committee, or to any parent, grandparent, spouse, child or sibling of a member of the Board or any Committee, that Board or Committee member shall declare a conflict of interest for that Issue. That Board or Committee member shall declare the conflict in an open meeting of the Board or Committee before the Board or Committee discusses or takes action on that Issue and that Board or Committee member may then participate in the discussion and vote on that Issue.

FURTHER RESOLVED that the Council directs that the foregoing Policy shall be considered for inclusion in the Council's Bylaws at the next time the Council engages in the process to amend its Bylaws.

Moved, Seconded and Carried with one dissenting vote to adopt the foregoing Resolution.

(c) POLICY ON OPERATING STANDARDS FOR COMMITTEES

1. Committees at formation are designated as to what type they are: *Standing Committees* are listed in the bylaws and are considered a permanent part of the organization. *Special/Adhoc/Task Force Committees* are created to perform a specific task and are dissolved when the task is completed.

2. Per the By-laws, Article VII, Section 2, Item i, "Each Standing Committee shall submit in writing to the Council of Representatives for approval Policies and Procedures applicable to its respective committee. Such Policies and Procedures are effective upon approval by a majority vote of the Council of Representatives. Amendments to such Policies and Procedures may be submitted as needed. The Council of Representatives may exempt any Standing Committee from such requirement."

3. Recommended that these standards apply to all standing committees. *Special/Adhoc/TaskForce Committees* should be guided by these standards but not be bound by them unless directed by the Council of Representatives.

4. The Agenda for a Committee Meeting is to be sent out to Committee Members by Committee Chair or designee when completed. This should be done at least 3 days prior to the meeting. This is the same minimum delivery time allowed for the agenda for the monthly Council of Representatives meeting. A copy is also sent to the BPRCC Secretary or his/her designee for posting to the BPRCC website.

5. Committee meetings are open to all Officers, Representatives, and Alternates as well as residents and business owners of the VOC/Big Park Community.
6. Approved minutes are sent to the Secretary or his/her designee when completed and approved for posting to the BPRCC website.
7. Presentation of a recommendation or decision to outside entities such as the County, State or Federal contacts shall occur only after approval by a majority of the Council of Representatives. This does not preclude informative and working conversations with these outside entities.
8. Regarding the question of conflict of interest, this is the BPRCC Conflict of Interest Policy, which is consistent with the Arizona law for Planned Unit Developments (HOA's):

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FURTHER RESOLVED that the Council directs that the foregoing Policy shall be considered for inclusion in the Council's Bylaws at the next time the Council engages in the process to amend its Bylaws.

SAMPLE AGENDA

(Committee Name)

(Date)

AGENDA

Call to Order

Roll Call

Approve Minutes of Prior Meeting

Approve/Amend Agenda

Old Business (List Items)

New Business (List Items)

Set Next Meeting Date

Adjournment

. **Moved, Seconded and Carried with one dissenting vote to adopt the foregoing Resolution.**

(d) Moved, Seconded and Carried with one dissenting vote to append to the Bylaws of the Big Park Regional Coordinating Council, Inc. the foregoing policies in paragraphs 11(a), 11(b), and 11(c) with language indicating that these are not part of those Bylaws but are appended thereto for convenience of institutional memory.

(e) An updated map showing the members of the Council was also distributed.

12. Old Business - None

13. Announcements

- (a) SVBA Full Moon Walk on November 12 at 4:00 PM
- (b) Dorothy O'Brien thanked everybody regarding their contribution to the Celtic Harvest Festival
- (c) October 17 meeting of the IRC in Prescott Valley Library @ 6:00 PM
- (d) Museum of Northern Arizona has a Zuni art & history exhibit; Ted Danson and Mary Steenburgen will be part of an event there also
- (e) Walk to End Alzheimer's on 10/29 beginning at Tequa

14. Adjournment – Meeting was duly adjourned at 10:50 AM.

Respectfully submitted,
Thomas H. Graham, Secretary

EXHIBITS

A – Roll Call

B – Treasurer's Report