

Indian Mountain Metropolitan District
Minutes of the Regular Board Meeting
Indian Mountain Community Center
September 8, 2018

Board Attendance: Bret Crouch, Karen Goodman, Roger Mattson, Marcia Logan, and Samantha Bertin. Bev Bushaw was excused

Call to Order: Bret Crouch called the meeting to order at 9:04 am and stated that Bev Bushaw was out of town and then welcomed all guests in attendance.

Additions to and Approval of Agenda: None.

Guests in Attendance: Carla Crouch, Joy Hines, Larry Siverson, Pat Smith and Jackie Middlehoek, Tim and Kerry Mousley, John Thompson, Ed and Becky Sturgeon, Tanya Kuehl, Jim Scherrer, Julie Barlock, John and Tammy Aberle, Craig and Jeanie Campbell, Don Frye Carl Neu, Carmen Neu. (*Disclaimer: This list may not be a complete record of attendance*).

Secretary: *Marcia moved and Karen seconded a motion to approve the minutes of the August 11, 2018 Board Meeting. Motion passed with three votes; Roger abstained, as he was not able to attend the August 11th meeting.*

Treasurer: Karen reported that she and Samantha had continued to meet and review the books. Karen was able to do a three-year trend of Budget vs. Actual figures and reported that 2018 actuals are expected to be \$3,000 greater in Revenue and \$20,000 lower in Expenses.

General Fund = \$102,475.28
IMWSP Fund Acquisition = \$36,086.48
IMWSP Fund Administration = \$30,371.28
Special Conservation Fund = \$6,787.28
Reserve Account = \$6,001.01

Total = \$181,721.83

Roger moved and Marcia seconded a motion to approve the Treasurer's report. Motion approved.

Business Manager: Samantha reported on the Quick Books online program and the benefits of transitioning to that version. The benefits to this would be that multiple users could access the application from their own computers as it would no longer be only accessible from the computer in the Business Manager's office, the newest version of the software would be available without having to purchase a CD, and there would be backup knowledge if needed. The three users of the application would be Samantha Bertin, Karen Goodman, and the new accountant (in process-see below). The cost is \$420/year with the first year's cost being discounted to \$252. Samantha Bertin proposed to approve the upgrade to the online version of Quick Books. **Roger concurred and moved to approve the upgrade and Bret seconded the motion. Motion approved.**

Maintenance: Larry reported that everything is in good shape. The “No Smoking” signs have been received. Bret volunteered to install the signs and Larry offered to help if necessary. Larry did report that the caps for the deck posts have been received and will be installed.

Unfinished Business:

Update on IMMD website review: Marcia reported that she and Rich Reindel have been discussing the IMMD website and possible suggested changes. The biggest question for the Board is to determine what the website’s focus should be...document repository, promotion of IMMD assets, or a combination of both. The update project will take time. Marcia will draft a “mission statement” for the focus of the website and will circulate to the other Board members for review and input and continue to work with Rich Reindel in gathering background information.

Advisory Committee Recommendations: Bret reported that the committee met in August but does not have any recommendations ready to present yet. The updated Operations Manual is ready to be posted to the website. Bret worked with the non-reporting participants from August and only one was a repeat, but there were 31 new non-reporting participants for September. He recommended adding a surcharge for every month a participant doesn’t report on time. The Committee will begin looking at 2018 costs to determine what the Administration fee will be in 2019. This information is needed by November. Samantha requested that she be informed as to when the Committee will meet, as she wants to participate.

WSP Progress: Samantha reported that she has been working on completing the WSP certificates and emailed out to the participants. Karen suggested using a mail merge function to help complete the certificates. Karen will work with Samantha to get this done. The list of 57 new enrollees was sent to HASP but no response has been received as yet. The Division of Water Resources has yet to contact the decreed water right enrollees and it was suggested that the attorney should contact the DWR for a status update.

Safety Grant-Security Cameras: Roger recommended purchasing five of the Arlo system cameras for approximately \$600-\$700 for which the grant will reimburse 50%. Samantha will place the order and reiterated to the board that the safety grant money will roll over to the next year. ***Karen moved and Roger seconded a motion to move forward and purchase the system. Motion approved.***

CC Painting Project: Bret reviewed the status of the project and the conflicting information that has been received from the painter and recommended that the project be delayed until next year. He recommended and volunteered to prepare a written scope of work before the end of the year and provided to all the prospective painting contractors to use to formulate their bids. Samantha, Bret and Larry will be the contacts for the project. Bret suggested that the bids be sealed and opened at an early 2019 board meeting in time to schedule the work for next summer.

Office Management Help – Hiring New: Samantha reported that she needs help in the office and has advertised for someone with accounting and Quick Book expertise. She received two resumes from Pat Smith and Jackie Middlehoek who are expected to be set up as independent contractors and paid by IMMD. Samantha will be training them the week of September 10th so they will be able to step in when necessary. This arrangement builds backup capability for a critical function. Samantha also explained a situation in the WSP program budget that shows 15 hours will be billed for WSP and IMMD. Prior to the WSP program, she was budgeted for 20 hours IMMD so there is a 5-hour deficit now. She suggested offering the new office help those 5 hours to get the other work done. This issue with hours is a budget decision and will be discussed at the budget workshop scheduled for October 6, 2018 and will be held at the Community Center.

New Business:

Consumer Data Protection: Samantha reported that she believes IMMD follows most of the provisions of the new statute. However, a new policy should be developed. Karen offered to draft the policy for IMMD. Roger proposed that the new policy be included in a review/update of the IMMD Bylaws. Larry Siverson asked if IMMD had approved the MOU that deals with how IMPOA and IMMD relate. He stated that IMPOA approved it but it appears that IMMD still needs to do the same. Roger will investigate.

Budget Review / Planning: A work session for the Board is scheduled for Oct 6th, 2018 at the Community Center in order to review in detail the line items for each of the two budgets (IMMD and WSP). Roger reported that further review of the financial model indicated that a couple of assumptions necessary for the IGA with HASP need adjusting in the WSP Administration Budget now that the program is in effect. Also there is an adjustment needed in 2023 to the \$5,000 maintenance fee for the storage tank, which should be moved to the Administrative Cost line.

De-Gallagherization thoughts for 2019: Marcia shared information on the efforts of the Fire Districts within Park County joining together to get a measure on the 2018 ballot that would separate them from the negative impact that will be experienced with the decrease in the amount of money received from property taxes and would hold the current percentage steady until such time as the legislature develops a fix. She recommended viewing a 6 minute video on the Jefferson-Como Fire Protection District website (www.jcfpd.org) that explains the situation very clearly. The impact of this decrease in funds affects IMMD also and an option to consider would be for IMMD to also think about getting a measure on the ballot for 2019 as it is too late to do anything in 2018. This needs to be more fully investigated to determine what would be involved, costs for an election, and whether it makes sense.

Public Comment:

Firewise: John Thompson reported that in order to maintain the designation of a Firewise Community, data needs to be collected on time and money that residents have put in on fire mitigation on their property. John stated that further information would be included in the Fall newsletter that will be sent out shortly. There is also a new \$1MM grant from the state and he is talking to CUSP about the possibility of joining with them, if possible, or if IM should go it alone.

Chipping: Roger will take a proposal from the IMMD Board to the IMPOA Board for possible funding if needed. IMPOA will then discuss and make a decision.

Newsletter: Jim Scherrer reported that the next newsletter would be sent a bit later in September and requested ideas and article contributions from the Board members.

Meeting adjourned at 10:43 a.m.

Next meeting will be October 13, 2018 **AT THE LODGE**

Respectfully submitted,
/s Marcia Logan, Secretary