

**Indian Mountain Metropolitan District  
Minutes of the Regular Board Meeting  
Indian Mountain Community Center  
January 12, 2019**

**Board Attendance:** Bev Bushaw, Bret Crouch, Roger Mattson (by phone), Karen Goodman, Marcia Logan, Samantha Bertin – Business Manager

**Guests:** Jeanie and Craig Campbell, Joy Hines, John Thompson, Tim Mousley, Jackie Middlehoek, Rhonda and Dwight Cates, Larry Siverson *(Disclaimer: This listing may not be a complete record of attendees.)*

**Call to Order:** President, Bev Bushaw, called the meeting to order at 8:59 am and welcomed the guests present.

**Additions to the Agenda:** Bev Bushaw mentioned that the meeting would be recorded as the Board discussed at its work session held on January 11 2019. John Thompson requested that a Firewise Update be added to the agenda. **Bev Bushaw moved and Karen Goodman seconded a motion to approve the agenda as revised. Motion was approved.**

**Secretary Report:** Marcia Logan moved and Karen Goodman seconded a motion to approve the minutes of the December 8, 2018 Board Meeting. The motion was approved.

**Treasurer Report:** Karen Goodman presented the following Treasurer’s report:

General Fund	\$ 46,702.19	(Adjustment for 2019 prepaid items = \$98,577.52)
IMWSP Fund Acquisition	\$ 21,536.60	
IMWSP Fund Administration	\$ 23,168.60	
Special Conservation Fund	\$ 7,188.61	
Reserve Account	<u>\$ 6,002.53</u>	
Total	\$104,598.41	(\$156,473.74)

Karen reported that appropriations for the prepaid items were made in December of 2018 and recorded in January business. The payments were non-routine and included \$45,000 payment to Park County Land Water Trust Fund, \$6,530 for the liability insurance premium, and \$345 for the workers comp insurance premium.

**Karen Goodman moved and Bev Bushaw seconded a motion to approve the Treasurer’s report. Motion was approved.**

**Business Manager Report:** Samantha Bertin - No report

**Maintenance Report:** Larry Siverson – No issues, all is well.

### **Unfinished Business:**

- Old Rec Hall Proposal – Bev Bushaw reported this issue would be tabled, as additional research needs to be done before preparing a response to Bar Star.
- Bid Process / Protocol – The process for future bids will be to prepare scopes of work to ensure consistency in received bids; to review the bids as a committee to ensure compliance with the specifications; and to post the request for bids in multiple locations throughout the county to afford the opportunity to bid to as many vendors as are interested. **Bev Bushaw moved and Roger Mattson seconded a motion to write the new bid procedure and process and to keep a copy on file after approval by the Board. Karen Goodman volunteered to write the procedure. Motion approved.**
- Hiring Protocol – Job descriptions are being written for all positions. Any future opening will be posted on Nextdoor and the IMMD website. Candidates will be scheduled for an interview with Samantha Bertin and at least one Board member. The Board will approve the recommended candidate. The President of the Board will sign all future employment contracts. **Bev Bushaw moved and Bret Crouch seconded a motion to adopt the new process. Motion was unanimously approved.**
- Rules for the Use of the Community Center – topic was tabled.
- New Costs for the Use of the Community Center – **Roger Mattson moved and Karen Goodman seconded the motion to increase the price charged for use of the Community Center for a private function from \$40 to \$100 per day. Motion unanimously approved.**
- Lodge Pricing – **Bev Bushaw moved and Roger Mattson seconded a motion to increase the Lodge pricing from \$75/night to \$85/night with a second and subsequent nights at \$75/night (i.e. \$85, \$75, \$75 for a 3 night stay). Motion unanimously approved.**
- RV Storage Fee – **Bev Bushaw moved and Roger Mattson seconded a motion to increase the RV Storage fee from \$25/year to \$35/year. Motion unanimously approved.**

- WSP Update: The following recap was provided by Roger Mattson:

***Financial Analysis of WSP Additions in 2020***

***IMMD Board Meeting***

***January 12, 2019***

***Background:***

1. *The first Intergovernmental Agreement (IGA) between IMMD and HASP ends after the 2020 additions to WSP (the so-called “third tranche”).*
2. *HASP has expressed an interest in developing a second IGA to cover water purchases after 2020 by IMMD for the WSP.*
3. *In developing the 2019 budget we decided IMMD can afford to contribute \$7,500 to the purchase of new water in 2020.*
4. *There are about 710 active wells in IM today.*
5. *There are 409 participants in WSP as of January 1, 2019, as of the addition of the “second tranche.”*
6. *BSWC probably has at least 100 participants that are not in WSP, leaving as many as 200 wells that are not now paying for augmentation. These estimates are not subject to verification by IMMD.*
7. *IMMD should advertise that this phase of the WSP closes in 2020 at the end of the first IGA and that future purchases of augmentation water from HASP by IMMD under a second IGA are likely to be subject to different and potentially more expensive terms than the first IGA.*
8. *Until now IMMD has not allowed people with vacant lots who are intending to build in the future or wish to preserve their well rights to become WSP participants. HASP has said it is willing to open the WSP to people with vacant lots. That is, they could enroll in the 2019 open season and enter the WSP on January 1, 2020.*

***Analysis***

*The IMMD board has been using a financial analysis model over the past year to project future financial conditions of IMMD. Sam, Karen and Roger updated the model in the past couple of weeks to include the 2019 IMMD budget and the unaudited financial results for 2018.*

***Results:***

1. *When we look five years into the future using the updated model, we see that the limiting year is 2023; i.e., the minimum year-end balance occurs then. It will be about \$12,000. In years following 2023, because the Community Center will have been paid off and the Land and Water Trust Fund will have been paid back, the year end balances of IMMD will grow by nearly \$90 thousand a year if the other costs are as we have projected them in the model.*
2. *Importantly, the minimum projected year-end balance that occurs in 2023 would exceed the required Tabor Reserve, which the model estimates to be \$5,108 that year.*
3. *So, the question is what number of wells and at what price should the District set for the third and final group of enrollees in the current IGA with HASP?*
4. *If we allow only a limited number of wells, then the IMMD contribution to the water acquisition will keep the price low. For example, if we say we would allow no more than 35 new wells in 2020, the price could be as low as \$300.00 per well, which was the price in 2018.*

5. However, we have never limited the number of people who could enter the WSP in a particular year. If we were to place no limit on the number of wells that can enter the program in 2019, the price would have to be \$810 per well, which is the price IMMD pays HASP.

**Summary:**

*Because it is impossible to predict with certainty how many applications will arise in this last year of the first IGA with HASP we have thought it best to be fair and not set a limit on the number of new wells. Consequently, it appeared the price would have to increase to make sure the money was there to buy the water.*

*Our next step was to ask the Community Water Advisory Committee what it thought of this situation.*

**Recommendations from the Water Advisory Committee (WAC):**

*The WSP Advisory Committee met on January 5, 2019 to consider options for the WSP in 2019. The committee reviewed the information I have summarized this morning. On January 9, the committee made four recommendations for the WSP in 2019:*

1. *The committee recommended that the 2019 application fee to join the WSP in 2020 be set at \$810, and that the basic WSP operating principle of charging fees based on a best estimate of reasonable and actual costs be honored.*
2. *The committee recommended that the 2019 open enrollment period extend from March 1 through July 31, 2019.*
3. *The committee recommended that any IM property owner, with or without a well or house, may join the WSP. [That is, people with vacant land wishing to ensure they have augmentation water for a future well or for future sale of their property, may buy into the WSP at this time.]*
4. *The committee recommended that all WSP participants, regardless if they have a well or house or not, should be required to pay the annual administration fee to remain in good standing in the WSP. [The IMMD board decided in late 2018 that the annual WSP administrative fee for 2019 shall be \$100 for each of the 409 participants now in the WSP.]*

**Motion**

*Based on the foregoing and the IMMD board's discussion of budget matters over the past three months,*

**I, Roger Mattson, move that the WSP enrollment fee for 2019 shall be \$810, that the enrollment period shall begin March 1 and extend until July 31, 2019, and that all property owners may apply for the WSP whether they currently have a well or not. Bev Bushaw seconded the motion. Motion was unanimously approved.**

*The Advisory Committee also recommended that a reserve fund is a prudent best business practice to cover costs of unforeseen events (e.g., water trucking or litigation). It also recommended putting \$20,000 of the WSP administrative account ending balance for 2018 into a separate reserve account, such as a certificate of deposit. This recommendation should be discussed and dealt with at a future IMMD board meeting.*

**New Business:**

**Bev Bushaw moved and Bret Crouch seconded a motion to approve the posting place of business meetings to be at the Comfort Station, the Community Center, and on the IMMD website. Motion passed unanimously.**

**Karen Goodman moved and Bev Bushaw seconded a motion to approve the hiring of Schilling and Co. to perform the IMMD Audit Exemption at a cost of \$2100 (\$1900 IMMD and \$200 WSP). Motion unanimously approved.**

The approval of the price and application period for 2019 WSP enrollees was handled under the WSP Update.

**Update of WSP Operations Manual** – Roger Mattson discussed the updates needed for the WSP Operations Manual. The Water Advisory Committee is to make the necessary changes no later than March 1 in order to have the manual ready for the 2019 enrollees.

**Firewise:** John Thompson reported that he would be meeting with the CUSP / COCO group on January 14, 2019 to discuss possible grant opportunities for fire mitigation efforts. John was seeking guidance on the types of items IMMD would want to focus on. The following general items were agreed to by the IMMD Board – subject to specific details:

1. Use of the Community Center as an education facility for the area.
2. Use of Indian Mountain Park as a demonstration area for various activities.
3. Alternate ways to use the Burn Pit – chipping, grinding, air curtain burners, etc.
4. Keep the 2011 Fire Plan for Indian Mountain in the forefront and reviewed periodically with the potential of including neighboring subdivisions.
5. Investigate BLM and State lands for possible grant money to protect those areas.
6. Develop and communicate an evacuation plan (get people out and fire people in) for Indian Mountain and surrounding areas.
7. Developing firebreaks and defensible space guidelines for easement areas. The caveat added to this item was that Indian Mountain property owners would be included in any plans that are developed and consulted before any work was done.

**Public Comment:** None

Meeting Adjourned at 9:51 a.m.  
Next Meeting – February 9, 2019

Respectfully submitted,  
Marcia Logan, Secretary

**(Agenda for this meeting can be found on the following page)**

Indian Mountain Metropolitan District  
Agenda for Regular Board Meeting  
Community Center -9am  
January 12, 2019

Call to Order-Welcome to all

Additions to and Approval of Agenda

Board Attendance: Beverly Bushaw, Marcia Logan, Karen Goodman, Bret Crouch, Roger Mattson

Guests in Attendance: please sign in on guest log

Secretary's Report

**Motion:** The Board approves the minutes of the December 8, 2018 Regular Board Meeting

Treasurer's Report

**Motion:** The Board approves the Treasurer's report for Dec., balances include:

General Fund=\$ 46,702.19 (Adjustment for 2019 prepaid items= \$98,577.52)

IMWSP Fund Acquisition=\$ 21,536.48

IMWSP Fund Administration=\$ 23,168.60

Special Conservation Fund=\$ 7,188.61

Reserves Acct=\$ 6,002.53

Total=\$ 104,598.41(\$156,473.74)

Business Manager Report

Maintenance Report

**Unfinished Business**

- Old Rec Hall Proposal Approved to Submit
- Bid Process/Protocol Approved and Adopted
- Hiring Protocol Approved and Adopted
- Rules For Use of the Community Center/Price Change Approved and Adopted
- Lodge Pricing Approved
- RV Storage Fee Approved
- WSP Update

**New Business**

- Motion to approve the posting place of business meetings- Comfort station/CC/Website
- Approval to Hire Schilling and Co. to preform our Audit Exemption at a cost of \$2100
- Motion to approve price and application period for 2019 enrollees in WSP
- Update of WSP Operations Manual

Public Comment

Meeting Adjourned

Next meeting: Feb. 9, 2019