

**Indian Mountain Metropolitan District
Minutes of the Regular Board Meeting
Indian Mountain Community Center
April 13, 2019 9:00 am**

Board Attendance: Bev Bushaw, Bret Crouch, Karen Goodman, Marcia Logan (via phone), Roger Mattson (excused), Samantha Bertin (District Business Manager)

Guests in Attendance: Tim Mousley, Joy Hines, Jerry & Susan Strong, Craig & Jeanie Campbell, Tanya Kuehl, Len Hutchinson, Gene Nagle, Jeff Mason, Rhonda & Dwight Cates, Jim Scherrer, Doug Phetteplace, Ted Bauman, Larry Siverson, Jim Scherrer, (*Disclaimer: This listing may not be a complete record of attendees*).

Call to Order: President Bev Bushaw called the meeting to order at 9:02 and thanked the guests for attending.

Additions to the Agenda: Bret Crouch requested an update on the Community Center painting project planned for this summer.

Secretary: Marcia Logan moved and Bev Bushaw seconded the motion to approve the Minutes of the March 9, 2019 Board meeting. Motion approved unanimously.

Treasurer: Karen Goodman reported that the Audit Exemption report has been completed by Schilling & Company and the signed documents have been filed with the State. There were some checks that cleared sooner than expected and Karen and Samantha will verify. This caused only the presentation of the financial information to change and Karen will redo the presentation for the May meeting. She reported that there were no unusual transactions in April.

General Fund =	\$ 79,098.70
Special Conservation Fund =	\$ 7,497.88
Reserves Account =	\$ 6,003.25
IMWSP Administration Fund =	\$ 56,053.60
IMWSP Acquisition Fund =	<u>\$ 22,136.48</u>
Total	\$170,789.91

MOTION: Karen Goodman moved and Bret Crouch seconded a motion to approve the Treasurer's Report. Motion approved unanimously.

Business Manager: Samantha Bertin reported that there has been no response to the Request for Bids on the Community Center painting project. Monday, April 15, 2019 is the deadline. An option to investigate is whether there might be community interest in doing the project or at least the majority of the work. There are downsides to this option, but without any professional bids, a solution needs to be found. In the meantime, Samantha will prepare a materials cost sheet for supplies needed for the project.

Samantha discussed the IM Contracts and the scope of work for each. A work session is scheduled for May 10, 2019 to review everything in time for the May 11, 2019 Board meeting.

The Safety and Loss Application Grant added another \$423.67 and the new total is \$1,762.15. This grant has been used as a 50% reimbursement for certain purchases such as the Knox boxes, security camera system, first aid boxes, a new fire extinguisher, etc. Samantha will request a complete list of qualifying items eligible for reimbursement.

Pat Smith reported on the status of the RV lot and verifying if the units were complying with IM rules for usage. Currently there are 71 RVs on site. He reported that when the project started a few months ago, 64% of the RVs were not in compliance. All but 3 units have been resolved. The reason for non-compliance was basically forgetfulness on the part of the owners. Pat is

checking on the legal requirements that need to be met if the unit is deemed abandoned and needs to be removed. Changes to the RV lot permit are being considered to ensure better compliance going forward.

Samantha also reported that since Pat Smith and Jackie Middlehoek were hired, the backlog of projects has been cleared and the need for Monday and Tuesday hours can be eliminated. The office will be open Wednesday through Saturday from 9:00 am to 1:00 pm.

Maintenance: Larry Siverson reported that all is well. A faucet will be replaced at the Comfort Station.

Unfinished Business:

IMWSP Operations Manual: The Manual was reviewed in March and some corrections needed to be made. Those changes were made and the Manual was redistributed to the Board for review. **MOTION: Bev Bushaw moved and Bret Crouch seconded a motion to approve the WSP Operations Manual as corrected. Motion passed unanimously.**

IMWSP Update: Samantha reported that the WSP program currently has 409 participants. Six of the participants are in arrears for the \$100 Administration fee due January 31, 2019 and they have been invoiced each month with an additional \$5 added to their balance due. There are several repeat offenders for not reporting gallon usage so far this year or last year. The Water Advisory Committee will determine additional actions to take with these participants.

WSP enrollment for 2019 so far has only one applicant.

Jackie Middlehoek has been working to find new meter certifiers for this year, but so far has not been able to get a certifier(s) arranged for this summer. Work continues on this.

IMPOA Updates:

Wildfire Preparedness Day: John Thompson updated the Board on arrangements for the May 4, 2019 Wildfire Preparedness Day to be held at the Community Center from 9:00 – 4:00. Setup will be May 3. The morning session will focus on what individual property owners can do to mitigate their own property; Lunch; and the afternoon session will focus on discussing what is needed to develop an evacuation plan for the Indian Mountain area. Three representatives from neighboring subdivisions will attend and community members are also invited to provide input.

John also reported that Indian Mountain received a \$10,000 grant from CUSP, which will be used for matching grants to IM property owners for charges on work focused on chipping activities. The activities associated with this grant will also be eligible for credit to maintaining IM Firewise Community status.

Welcome Lunch: Joy Hines updated the Board on plans for the Welcome luncheon scheduled for June 15, 2019 at the Community Center. She completed an article for the upcoming Spring newsletter. The session is tentatively scheduled from 11:00 am to 1:00 pm.

Newsletter: Rhonda Cates reported that the deadline for article submission for the Spring Newsletter is April 30, 2019. She requested the Board start writing articles and getting them to her as soon as possible so that the Newsletter can be distributed the first part of May.

Air Curtain Burner Update: Marcia Logan reported that Jerry Scarcella of Thirtynine North is still available to visit IM whenever the weather cooperates. Discussion centered on the hope to get his visit, his recommendations, comments, etc. done before the May Board meeting with a suggested date of April 22 for his visit. Cleanup work needs to be done at the burn pit and knowing what limitations or restrictions may be necessary in order to utilize the air curtain burner was discussed – all of which needs to be completed before opening the burn pit for this summer.

Burn Pit Update: Bev Bushaw reviewed the burning of the pit that took place the last weekend of March. There were 11 piles of slash that were burned starting on March 29. There were 22 monitors that volunteered their time to watch the pit and it ended up that the burn went so well that not all who volunteered for Sunday were needed. A heartfelt thank you was expressed to the community volunteers and to the Jefferson-Como Fire Department for their oversight, guidance, and stand-by readiness. There is clean-up work that needs to be done prior to opening the pit, which is tentatively scheduled for June 1, as well as discussion about the permit process and possible fees for 2019.

Old Rec Hall / next steps: Bev Bushaw reported that a revised proposal has been received from Bar Star but IMMD has not had the time to do the necessary research that needs to be completed before reviewing in detail. Jeanie Campbell from Bar Star was in the audience and confirmed to Bev that IMMD would continue to have access to IM facilities such as the Pasture Golf area, the RV lot, etc. Bev also reiterated to Jeanie that Bar Star was more than welcome to research the ownership of the land and was acknowledged in the affirmative from Jeanie.

Procurement Policy: Karen Goodman reviewed the updated Procurement Policy for the District. Bret Crouch questioned the \$3,000 purchasing authority amount and discussion of that took place. **MOTION: Karen Goodman moved and Bret Crouch moved to approve the updated Procurement policy subject to changing the Purchasing Authority dollar amount from \$3,000 to \$1,000. Motion approved unanimously.**

Karen Goodman reviewed the Data Privacy Policy for the District. There was a bit of discussion about how to implement the data encryption provision. **MOTION: Karen Goodman moved and Bret Crouch seconded a motion to approve the updated Data Privacy Policy. Motion approved unanimously.**

The policies will be posted on the IMMD website under the Governance tab.

New Business:

Water Update: Bret Crouch reported that there is some litigation going on with deadlines for filing comments coming later this month. **MOTION: To ensure IMMD's legal position, Bret moved and Karen Goodman seconded a motion that the board gives Roger Mattson permission to decide whether to file a statement in 19CW3034 in consultation with counsel. He is to keep the board informed of his decision in a timely manner. Motion approved unanimously.**

Upcoming Events / Planning: July picnic details to be finalized with the IMPOA Board. Samantha will obtain quotes and secure tents/tables/chairs for the picnic.

Parking Lot Sale was not well-attended last year and Samantha recommended that IMMD pass on this event for 2019.

Craft Fair will be scheduled again for October.

Bev Bushaw also requested some ideas for events that utilize the Community Center.

Ute Prayer Tree Lecture is scheduled for June 22 at the Community Center – arrangements to be made by Ted and Geri-Jean Bauman.

Meeting was adjourned at 11:20 am

Next Meeting – May 11, 2019

Respectfully submitted,
s/Marcia Logan

Agenda for the April 13, 2019 Board Meeting follows on the next page

Indian Mountain Metropolitan District
Agenda for Regular Board Meeting

April 13, 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 (excused)

Guests in Attendance: See Sign-in sheet

Secretary's Report

Motion: The Board approves the minutes of the Mar. 9, 2019 Regular Board Meeting

Treasurer's Report

Motion: The Board approves the Treasurer's report for March, balances include:

General Fund=\$ 79,098.70

Special Conservation Fund=\$7,497.88

Reserves Fund=\$6,003.25

IMWSP Admin. =\$56,053.60

IMWSP Acquisition=\$22,136.48

Total=\$ 170,789.91

District Manager Report
Maintenance Report

Unfinished Business

- WSP Operations Manual Approval
- WSP Update
- IMPOA Updates on Evacuation and Welcome Meetings, Newsletter
- Air Curtain Burner Update
- Burn Pit Update
- Fire Mitigation Update/Grant
- Old Rec Hall/next steps
- Procurement and Data Privacy Policy/discussion/approval

New Business

- Water Update
- Upcoming Events/Planning

Public Comment

Meeting Adjourned

Next meeting: May 11, 2019