

**Indian Mountain Metropolitan District
Minutes of the Regular Board Meeting
Indian Mountain Community Center
December 14, 2019**

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

Guests: Larry Siverson, Jeff Mason, Jim Scherrer, Rhonda and Dwight Cates

Call to Order: Bev Bushaw called the meeting to order at 9:05 am

Agenda Additions and Approval: Discussion of 2019 Appreciation Checks was added to Unfinished Business. **MOTION: Bret Crouch moved and Marcia Logan seconded a motion to approve the agenda as changed. Motion passed unanimously.**

Secretary: MOTION: Marcia Logan moved and Roger Mattson seconded a motion to approve the Minutes of the November 9, 2019 Board Meeting. Motion passed unanimously.

Treasurer: Karen Goodman reviewed the account balances as of December 1, 2019:

General Fund	\$ 90,634.30
Special Conservation Fund	\$ 1,639.13
Reserves Fund	\$ 6,004.77
IMWSP Administration	\$ 45,553.23 (\$20,000 of this held in reserve)
IMWSP Acquisition	<u>\$ 24,536.48</u>
Total	\$168,367.91

MOTION: Karen Goodman moved and Roger Mattson seconded a motion to accept the Treasurer's Report as presented. Motion passed unanimously.

District Manager: Samantha Bertin reported that she has done research into the election requirements for the upcoming Board Election for 2020. As IMMD's Designated Election Official (DEO) she attended (electronically) a training session on December 5, 2019. There are six more hour-long training sessions to come. Samantha estimated that the responsibilities of the DEO for the election would require 100 hours of her time. The SDA attorney's office is available for assistance and/or backup if required. The time period for declarations of candidates standing for the election begins on January 1, 2020, and closes on March 3, 2020. Self-nomination forms are available from Samantha.

Maintenance Report: Larry Siverson reported that all is functional. Bret Crouch inquired about the possibility of another freezing pump situation at the Comfort Station. Premier Pump completed a drain back of the system a couple of months ago, which should rectify the previous freezing problem. Premier Pump did not charge IMMD for the work.

UNFINISHED BUSINESS:

Fire Mitigation Meeting Discussion with Surrounding Communities: Bev Bushaw recapped the current situation with the burn pit and anticipated future discussions with surrounding neighborhoods. The high-wind event the first weekend in December blew down many trees, which will affect the usage of the burn pit. Many trees are large diameter and the suggestion was to cut the trunks to a workable length and stack the logs in another area to dry out and become a free fuel source for residents utilizing wood burning heating. Burn Pit issues should be combined with the fire mitigation plans currently being developed. Bev suggested a work session for February 8, 2020 and she will contact the representatives from Stagesop, Elkhorn Ranches, Buffalo, and other neighborhoods to coordinate the details. She encouraged thinking of some out-of-the-box ideas. Samantha is developing / coordinating a list of contractors that have the ability and equipment available to help owners clean up the downed trees.

Budget Numbers Adjusted for Insurance and Propane: Samantha reviewed the adjusted 2020 budget amounts for Insurance (Old Rec Hall sale situation) and for Propane. She reviewed 2018's propane usage (3,087 gallons) and compared 2019 usage, which is about the same. The new fixed-price propane contract helps evaluate the 2020 budget amount and it should be sufficient for 2020 (\$5,500). The consensus was the 2020 Budget amounts were realistic and should stay as is.

Budget Approved for 2020: Karen Goodman shared her thoughts on the IMWSP 2020 Budget Reserve Fund and the money that will remain in the Acquisition Fund after the third tranche of wells entering the WSP is paid in early January. Roger suggested the board put the question of the size of the reserve fund in WSP Administration on the agenda for discussion early in the new year. There was general agreement, and Bev asked Bret to notify the Water Advisory Committee the board would like its advice before making a decision on the matter.

Karen reported that the work Schilling CPA's did on the 2020 Budget presentation for the state and the templates for IMMD's use in the future was worth the money spent for the assistance. Samantha reviewed the documents that needed to be signed after this December 14th meeting for submission to Park County on December 16, 2019. **MOTION: Bev Bushaw moved, and Marcia Logan seconded a motion to approve the 2020 IMMD Budget and documents as prepared to date. Motion passed unanimously.**

MOTION: Bev Bushaw moved, and Bret Crouch seconded a motion to approve the 2020 IM WSP Budget and documents prepared to date. Motion passed unanimously.

Samantha reported that the 2020 SDA schedule has changed to accommodate the conversion from even-year elections to odd-year elections regarding 2021 Budget planning. The IMMD planning process needs to start no later than August, posting approval needs to be done in October, with the Budget formally approved in November – not December. A work session is tentatively scheduled for August 7, 2020.

Old Rec Hall Sale / Discussion / Approval: Samantha reported the details of James Ingalls' offer for the purchase of the Old Rec Hall and the creation of a perpetual lease on the property. The perpetual lease will be based on an existing lease with the Fire Department, modified as necessary. Bret requested a disclaimer be included in the lease that absolves IMMD of any further responsibility for the property. **MOTION: Bev Bushaw moved, and Bret Crouch seconded a motion to move forward with the sale of the Old Rec Hall to Bar Star for \$5,000 along with a perpetual lease naming IMMD as an additional insured party on the insurance policy Bar Star will secure. Motion passed unanimously.**

Appreciation Checks for 2019: Bev Bushaw reviewed this topic from 2018 to the present and said that the development of a process/procedure to clarify the practice fell through the cracks in 2019. The 2019 IMMD Budget included a line item for \$1,000 and Bev presented a proposed distribution for 2019 as follows: Rich Reindel \$500, Samantha Bertin \$200, Larry Siverson \$200, and Pat Smith \$100. The Board agreed to discuss the issue and how to handle it going forward in March 2020. **MOTION: Bev Bushaw moved and Marcia Logan seconded a motion to approve the 2019 distribution recommendations as presented and the Board will revisit the topic in March of 2020. Motion passed.** *(The board later learned that Roger Mattson's phone connection had been lost so he did not hear the discussion or have the ability to vote).*

NEW BUSINESS:

Emergency Shelter/Supplies/Generator/Set-up and Notification to Agencies: Bev lead the discussion of the topic as a bit of a de-brief following the emergency high-wind/blizzard situation that happened on Highway 285 the first weekend in December and the request from Park County to open and use the Community Center as an emergency shelter. The Board will establish sub-committees to

work the details of what it would take to do this for a future event/situation. Rhonda Cates will post a statement/request on Nextdoor for community volunteers that would want to help work on this project.

Election Resolution: Samantha reported that an Election Resolution was needed regarding the details of the 2020 IMMD Board Election and naming her (Samantha Bertin) as the Designated Election Official. The positions currently held by Bret, Roger, Karen and Marcia expire on May 5th. These represent three 3-year terms and one 2-year term. (Terms are modified for this and the next election in order to bring the election schedule to odd years, as required by the State of Colorado). The election will be a mail ballot election with the deadline being May 5, 2020 and ballots being returned to the Community Center (Hours 7:00 am to 7:00 pm). **MOTION: Bev Bushaw moved and Bret Crouch seconded a motion to approve the Election Resolution as presented by Samantha Bertin. Motion passed.** *(The board later learned that Roger Mattson's phone connection had been lost so he did not hear the discussion or have the ability to vote).*

Engagement Letters: Samantha presented the Engagement Letter from Schilling CPAs for the presentation of the IMMD 2020 Budget Documents. It required a signature.

Audit Exemption for 2019. This letter prepared in 2020 for the 2019 Audit Exemption for a fee of \$2,100 (split between IMMD and IM WSP). It too, required a signature.

MOTION: Bev Bushaw moved and Karen Goodman seconded a motion to approve and sign the two Engagement Letters for Schilling CPAs. Motion approved. *(The board later learned that Roger Mattson's phone connection had been lost so he did not hear the discussion or have the ability to vote).*

Posting Place for Meeting Agendas and Minutes in 2020 and Meeting Dates: Samantha reported a Resolution was needed to confirm that the posting locations be the Community Center, the Comfort Station, and the IMMD website and to approve the regular meeting dates as the second Saturday of each month. **MOTION: Bret Crouch moved and Bev Bushaw seconded a motion to prepare the Resolution to designate the Posting locations as the Community Center, the Comfort Station, and the IMMD website and to confirm the meeting dates as the second Saturday of each month. Motion approved.** *(The board later learned that Roger Mattson's phone connection had been lost so he did not hear the discussion or have the ability to vote).*

Public Comment: None
Meeting Adjourned at 10:31 am

Next Meeting: **January 11, 2020**

Respectfully submitted:
s/Marcia Logan

(Agenda for the December 14th meeting can be found on the next page)

Indian Mountain Metropolitan District
Agenda for Regular Board Meeting

Dec. 14, 2019

Call to Order-Welcome to all
Additions to and Approval of Agenda
Board Attendance: Roger Mattson, Marcia Logan, Karen Goodman(excused), Bret
Crouch, Beverly Bushaw
Guests in Attendance: see sign in list

Secretary's Report

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

Treasurer's Report

Motion: The Board approves the Treasurer's report for November, balances include:
General Fund=\$90,634.30
Special Conservation Fund=\$1,639.13
Reserves Fund=\$6,004.77
IMWSP Admin. =\$45,553.23 (\$20,000 of this held in reserve)
IMWSP Acquisition=\$24,536.48
Total=\$168,367.91

District Manager Report

Maintenance Report

Unfinished Business

- Fire Mitigation Meeting Discussion with Surrounding Communities
- Budget Numbers Adjusted for Propane and Ins.
- Budget approved for 2020
- Rec Hall Sale/ discussion/approval

New Business

- Emergency Shelter/Supplies/Generator/Set-up and notification to agencies
- Election Resolution
- Engagement Letters for Audit Exemption and Budget Prep for 2020
- Posting place for meeting agendas and minutes in 2020
- Meeting Dates in 2020

Public Comment

Meeting Adjourned

Next meeting: January 11, 2020