

**Indian Mountain Metropolitan District
Regular Board Meeting
December 11, 2021 9:00 am
Community Center**

Board Members Present: Carol Darland, Marcia Logan, Dan Qualman, Karen Goodman (via phone), Glenn Haas – excused

Staff Present: Samantha Bertin – District Manager, Jackie Middelhoek – WSP Administrator, Nick Rinaldi – Maintenance

Guests: Chris Morris, Bill Morris, Jeff Mason, Brian Kocher

Call to Order and Welcome: President Carol Darland called the meeting to order at 9:06 am and welcomed the guests in attendance.

Additions to and Approval of Agenda: Samantha Bertin requested the topic of Appreciation Awards be added to New Business. **MOTION: Carol Darland moved and Marcia Logan seconded a motion to approve the meeting agenda as updated. Motion passed unanimously.**

Secretary: MOTION: Marcia Logan moved and Dan Qualman seconded a motion to approve the minutes of the November 13, 2021 regular Board Meeting. Motion passed unanimously.

Treasurer: Carol Darland reviewed the account balances as of November 30, 2021 and presented on the agenda.

General Fund	\$112,669.40
Special Conservation Fund	\$ 3,399.01
Reserves Fund	\$ 6,020.03
IMWSP Admin	\$ 16,205.88
IMWSP Water Acquisition	\$ 90.00
CORE	\$100,062.00
CSAFE	<u>\$ 29,005.57</u>
Total	\$267,451.89

MOTION: Karen Goodman moved and Dan Qualman seconded a motion to approve the Treasurer report for November 30, 2021 as presented. Motion passed unanimously.

District Manager: Samantha Bertin reported that invoices have been received for the Insurance premium (\$7,192), Workers Compensation Insurance premium (\$445), and the Special District Association Dues (\$455.68). All these invoices need to be paid by year-end.

Samantha also reviewed the invoice from HASP for water usage at the RV Dump Station for \$1,675, which is more than was anticipated and indicated one additional reason to move forward with the plans for the Dump Station. This payment is due by year-end and the check needs to be approved for payment. **MOTION: Carol Darland moved and Marcia Logan seconded a motion to pay the RV Dump station overage and administrative fee in the amount of \$1,675. Motion passed unanimously.**

Maintenance: Nick Rinaldi reported that November was a bit slow. The Lodge fence was repaired and he will begin work on cleaning/organizing the Lodge basement in January. There is a complete burn plan in place and is awaiting the right conditions to be met at which time the burn pit will be burned.

Unfinished Business:

WSP Update – Jackie Middelhoek reviewed the latest status of the WSP plan regarding delinquencies, no reports, decrees, etc. She also reported that she wants to add a few more things to the Operations

Manual that aren't addressed (i.e. transfers that aren't happening) and the space available on the Enrollment form for properties with decrees and the fact that it is the owners' responsibility to complete and follow through with the Division of Water Resources. She expects the suggested additions would be ready in January for approval by the Board. Carol shared that Glenn had told her there was no new news regarding the water legal issues.

Safe Drinking Water Act – Carol reported that she had done some research on this topic to get clarification on the Act to see if and/or where IMMD fits in. She recommended that in the interim IMMD start testing the water sources once per month and keep the log on file until it's clear what IMMD should be reporting. She also suggested the water be tested for bacteria once per year and to add a line item to the 2023 budget.

Events Update: The IMPOA and IMMD Boards will gather after the January Board meetings for a potluck and to maybe take down the Christmas tree. Sam will get the main meat (pork tenderloin) and Board members will provide the side dishes.

Samantha reported that the Food Bank items that had been dropped off were combined with the items from the Fire Department. Donations are being accepted through December 18, 2021.

New Business:

Approval For Schilling and Co, Inc. to do Audit Exemption

MOTION: Carol Darland moved and Dan Qualman seconded a motion to retain Schilling and Co. to again prepare the Audit Exemption for IMMD and IMWSP at a cost of \$2,200. Motion passed unanimously.

Motion to Approve 2022 Budget as Submitted and Posted

MOTION: Carol Darland moved and Dan Qualman seconded a motion to approve the proposed 2022 IMMD Budget as posted. Motion passed unanimously. (*Please see replacement motion discussed below***).

MOTION: Carol Darland moved and Marcia Logan seconded a motion to approve the proposed 2022 IMWSP Budget as posted. Motion passed unanimously.

Motion to Approve Election Resolution/Election timeline

MOTION: Dan Qualman moved and Carol Darland seconded a motion to approve the Election Resolution and Election timeline. **DISCUSSION:** Carol Darland wanted to have a discussion on this topic. The positions currently held by Carol Darland, Glenn Haas, and Dan Qualman will be voted on. Carol and Dan have both decided to stand for election. Glenn Haas will not be a candidate. The terms will be two (2) 3-year terms and one (1) 1-year term. Samantha Bertin, District Business Manager has agreed to be the Designated Election Official and Jackie Middelhoek, current IMWSP Administrator will serve as the Deputy Designated Election Official in preparation for assuming the Business Manager position when Samantha retires in 2023. The upcoming election will be a mail-in ballot election. Collins, Cockrell, and Cole has advised that the cost of printing election ballots for the upcoming election will be one-third to one-half again as much as the last election. The 2022 IMMD Budget has allocated \$18,000 for the election. Given the estimate of the higher printing cost of the next election, the 2022 IMMD Budget does not include adequate funding. A less expensive option would be to hold a polling place election rather than mail-in and would present many different problems. All eligible property owners (approximately 2000) would be required to vote in person at the Community Center on Election Day from 7:00 am to 7:00 pm. **MOTION:** After discussion on funding, Karen Goodman moved and Dan Qualman seconded a motion to increase the 2022 Budget Election line item amount from \$18,000 to \$30,000 and if passed, the previously passed motion to approve the budget would be nullified and replaced with a new motion to approve the revised dollar amount for the election. Motion passed unanimously.

This would ensure IMMD's Budget would adhere to the rules for budget preparation and eliminate the potential need to amend the budget due to a line item exceeding the amount initially submitted.

*****MOTION: Carol Darland moved and Dan Qualman seconded a motion to update the Election budget line item from \$18,000 to \$30,000 and to approve the updated proposed 2022 IMMD Budget which supersedes the previous approval. Motion passed unanimously.***

Motion to approve 2022 Meeting Dates and Posting Locations

Samantha reviewed the proposed posting locations for information to be the IMMD website and the Community Center. The meeting schedule will remain the second Saturday of every month. **MOTION: Carol Darland moved and Marcia Logan seconded a motion to approve the 2022 Meeting Dates and Posting Locations. Motion passed unanimously.**

Appreciation Awards: Samantha discussed the previously pending discussion of distributing appreciation awards to IMMD staff / volunteer. The 2021 IMMD Budget included a line item for these awards and after discussion, allocation amounts were determined. **MOTION: Carol Darland moved and Karen Goodman seconded a motion to distribute the Appreciation Awards according to the agreed upon allocation.**

Public Comment: None
Meeting Adjourned at 10:29 am
Next Meeting – January 8, 2021

Respectfully submitted:
s/Marcia Logan

(The Agenda for this meeting follows on the next page)

Indian Mountain Metropolitan District
Agenda for Regular Board Meeting

December 11, 2021
9am @ community center
Dial in number to attend via phone 1-805-706-4072

Call to Order-Welcome to all
Additions to and Approval of Agenda
Board Attendance: Glenn Haas, Marcia Logan, Karen Goodman(on phone), Carol
Darland, Dan Qualman
Staff Attendance: Samantha Bertin, Jackie Middelhoek
Guests in Attendance: see sign in list.

Secretary's Report

Motion: The board approves the minutes of the Nov.13, 2021, Regular Board Meeting

Treasurer's Report

Motion: The board approves the Treasure's Report for November 2021, balances include:

General Fund=\$112,669.40
Special Conservation Fund= \$3,399.01
Reserves Fund=\$6,020.03
IMWSP Admin=\$16,205.88
IMWSP Water Acquisition=\$90.00
CORE=\$100,062.00
CSAFE=\$29,005.57
Total=\$267,451.89

District Manager Report

Maintenance Report

Unfinished Business

- WSP Update
- Safe Drinking Water Act
- Events Update
 - Planning for the Jan 8 joint board get together
 - Food Bank Drive

New Business

- Approval For Schilling and Co, Inc. to do Audit Exemption
- Motion to Approve 2022 Budget as Submitted and Posted
- Motion to Approve Election Resolution/Election timeline
- Motion to approve 2022 Meeting Dates and Posting Locations

Public Comment

Meeting Adjourned

Next meeting: January 8, 2022