

**Indian Mountain Metropolitan District
Board Meeting
November 11, 2023
Community Center 9:00 am**

Board: Carol Darland, Marcia Logan, Jeff Mason, Dan Qualman, Brian Kocher – excused

Staff: Jackie Middelhoek, District Manager/WSP; Patrick Smith – excused

Guests: Jeanne and Roy Wells, Becky Baron, non-identified guest

Call to Order: President Carol Darland called the meeting to order at 9:02 am

Additions to and Approval of Agenda: MOTION: Carol Darland moved and Dan Qualman seconded a motion to approve the Agenda as presented. Motion passed.

Secretary: MOTION: Marcia Logan moved and Carol Darland seconded a motion to approve the Minutes of the October 2023 Regular Board Meeting as presented. Motion passed.

Treasurer: The balances in the accounts as of October 31, 2023 are as follows:

General Fund	\$114,680.29
Special Conservation Fund	\$ 876.79
Reserves Fund	\$ 6,038.10
CSAFE	<u>\$ 30,776.01</u>
Total IMMD	\$152,371.19
IMWSP Admin	\$ 51,144.57
IMWSP Water Acquisition	\$ 67.50
CORE	<u>\$ 384.52</u>
Total IMWSP	<u>\$ 52,596.59</u>
Total IMMD+IMWSP	\$203,967.78

Treasurer, Jeff Mason, reported that there was nothing unusual to report. **MOTION: Jeff Mason moved and Carol Darland seconded a motion to accept the Treasurer Report as presented. Motion passed.**

District Manager: Jackie Middelhoek reported that \$400 in Property Tax money was received which was less than expected. There were 66 tax liens filed in 2023 on Indian Mountain property.

- The well permit application to exempt the well which is intended to be transferred to the cistern being provided to the Jefferson Como Fire Protection District is ready to go.
- Some items eligible for 50% reimbursement from the Safety Grant funds were submitted, approved, and reimbursement was received.
- The HASP Administrative fee we had to pay for the WSP for 2023 was over budget by \$31. The 2024 budget amount should be ok.

WSP Administrator: Jackie Middelhoek reviewed the WSP Delinquency report for October. Eight participants failed to report their gallon usage. One participant who is a new owner and has ignored all attempts to contact him may be dismissed from the WSP program if he does not respond by the December IMMD Board meeting scheduled for December 9, 2023.

Maintenance: Jackie Middelhoek provided a recap of Maintenance items for Pat Smith who was excused.

- General/Routine maintenance items for this time of year have been done
- Comfort Station – all is working well and drywall repairs incurred when the new boiler was installed have been finished. Research continues for the new integrated camera system to be installed at the Comfort Station, outside the Lodge and the Pavilion.
- Lodge: Accommodations are being checked after each rental and supplies are restocked as needed.
- Pavilion: All the picnic tables have been placed under the Pavilion for winter; refinished those needing paint/stain
- IM Park: Moved the ski bench from the 11th hole at Disc Golf course and moved to Lodge for winter storage.
- Community Center: Repaired the damaged blinds; stained the back deck, refinished the septic heater control box.
- RV Dump: Old Dump permanently closed October 31, 2023 and caved in on 11/3/2023. Adequate notice was provided to users; coordinated with contractor for the closing of the old dump station and the installation of telemetry at the New Dump station; researched wi-fi extender at the Community center and cameras slated for the New Dump.
- Breton Park: Trail camera pulled and stored for winter
- IM Ranch: Completed winter storage of archery targets and golf flags. Quite a few cattle broke through the fence around the golf course. The Bar Star ranch hand contacted the owner and the cattle were removed. Some policing of the area will be done in the near future.
- Burn Pit: Currently 42 piles are ready to burn when conditions allow.
- RV Storage Lot: An inspection was done 11/8/2023 with 50 RV's currently stored there.
- Digital Locks: Work continues to update the software and database for the key cards.

Unfinished Business:

Update on RV Dump station project: The old RV Dump was decommissioned which is a prerequisite for the new site to be finalized. Some final smoothing of the area will be done as weather permits. A new estimate was received from CORE who is working on the official contract. Once completed it will be 5-6 weeks before the power is run. The second leach field is finished.

Community Wildfire Protection Plan / Wildfire Mitigation:

Brian Kocher is coordinating the needed updates to the 2022 version of the Wildfire Protection Plan and will ensure the right signatures are obtained and the document filed appropriately. This updated plan is necessary for applying for some grants. Carol Darland reviewed the investigative process that's been done to determine the most appropriate insect infestation plan for the District property (which is predominately IM Park). Pertinent information will be provided to the community for any owner(s) that want to pursue a plan for their own property.

The fire mitigation project will continue to be developed. A committee will be formed to produce the specifications for the property requiring tree removal/disposal and will be included in a Request for Proposal packet for contractors. Jeff Mason will provide some drone footage of the IM Park area after the first of the year.

New Business:

Motion to approve changes to Community Center / Lodge / Pavilion Lease Agreement: Tabled until December board meeting to allow for some finalizing of edits.

Motion to Approve District Manager Contract: *Carol Darland moved and Marcia Logan seconded a motion to approve the per hour rate for the contract year of 1/1/2024 through 12/31/2024. Motion passed*

Motion to approve the Maintenance Technician Contract: *Carol Darland moved and Jeff Mason seconded the motion to approve the per hour rate for both the Technician responsibilities and the Staff responsibilities for the contract year of 1/1/2024 through 12/31/2024. Motion passed.*

Motion to approve changes to IMWSP Operations Manual: *Carol Darland moved and Dan Qualman seconded the motion to approve the changes to the Operations Manual as discussed at the November 11, 2023 Board meeting. Motion passed.*

Motion to Delegate Signing of Budget Forms: *Carol Darland moved and Jeff Mason seconded the motion to delegate the authority to sign the 2024 Budget documents and the Mill Levy Certification form to Dan Qualman. Motion passed.*

Motion to approve WSP Administrative fee for 2024: *Carol Darland moved and Dan Qualman seconded the motion to approve the WSP Administrative fee of \$75 for 2024. Motion passed.*

Events at Pavilion: Not Addressed

Public Comment: Becky Baron – question on occupancy limit at Pavilion
Roy Wells – comments on insect infestation plans

Meeting Adjourned: Carol Darland adjourned the meeting at 10:20 am

Next Meeting: December 9, 2023

Respectfully submitted,
s/Marcia Logan

(A copy of the Agenda for this meeting follows on the next page)

Indian Mountain Metropolitan District
Agenda for Regular Board Meeting

November 11, 2023
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: Carol Darland, Brian Kocher (excused), Marcia Logan, Jeff Mason, Dan Qualman
Staff Attendance: Jackie Middelhoek, Patrick Smith (excused)
Guests in Attendance: see sign in list.

Secretary's Report

Motion: The board approves the minutes of the October 2023, Regular Board Meeting

Treasurer's Report

Motion: The board approves the Treasurer's Report for October 2023, bank balances on 10/31/23 include:

General Fund=\$114,680.29
Special Conservation Fund= \$876.79
Reserves Fund=\$6,038.10
CSAFE=\$30,776.01
TOTAL IMMD=\$152,371.19

IMWSP Admin=\$51,144.57
IMWSP Water Acquisition=\$67.50
CORE=\$384.52
TOTAL IMWSP=\$51,596.59

Total IMMD + IMWSP=\$203,967.78

District Manager Report
WSP Administrator Report
IMMD/IMPDA Communication Report
Maintenance Report

Unfinished Business

- Update on RV Dump station project
- Wildfire Mitigation

New Business

- Motion to approve changes to Community Center Lease Agreement
- Motion to approve District Manager Contract
- Motion to approve Maintenance Man Contract
- Motion to approve changes to IMWSP Operations Manual
- Motion to Delegate Signing of Budget Forms
- Motion to Decide WSP Administrative Fee for 2024

Public Comment
Meeting Adjourned
Next meeting: December 9, 2023