

**Indian Mountain Metropolitan District  
May 11, 2024 9:00  
Indian Mountain Community Center  
Board Meeting Minutes**

**Board:** Carol Darland, Brian Kocher (Excused), Marcia Logan (Excused), Jeff Mason, Dan Qualman

**Staff Contractors:** Jackie Middelhoek, Patrick Smith

**Guests:** Dennis Sheeran, Jeanie & Roy Wells, Laura Frye and Don

*(The names of all the guests attending may not appear in this listing)*

**Call to Order:** President Carol Darland called the meeting to order at 9:01 am

**Additions to and Approval of Agenda: MOTION:** Carol Darland moved Jeff Mason seconded a motion to approve the agenda as presented. Motion passed.

**Secretary: MOTION:** Carol Darland moved Dan Qualman seconded the motion that the Board Minutes of April 2024 be approved as presented. Motion passed.

**Treasurer:** Jeff Mason reviewed the financial status of the accounts as of April 30, 2024. The account balances are as follows:

|                           |  |
|---------------------------|--|
| General Fund              | \$117,774.98   |
| Special Conservation Fund | \$ 1,607.33  |
| Reserves Fund             | \$ 6,042.62  |
| CSAFE                     | \$ 31,483.16   |
| PETTY CASH                | \$ 98.00   |
| TOTAL IMMD                | \$157,006.09   |
| <br>                      |  |
| IMWSP Admin               | \$ 76,787.28   |
| IMWSP Water Acquisition   | \$ 72.50   |
| CORE                      | \$ 393.64  |
| TOTAL IMWSP               | \$ 77,253.42   |
| <br>                      |  |
| TOTAL IMMD + IMWSP        | <span style="border: 1px solid black; padding: 2px;">\$234,259.51</span> |

**MOTION:** Jeff Mason moved Dan Qualman seconded a motion to approve the Treasurer's Report as of March 31, 2024. Motion passed.

**District Manager:**

- Dan Qualman discussed the potential of legislation that might require IMMD to conduct and record video board meetings and work sessions. Legislation has not yet passed.
- Patrick Smith and Jackie Middelhoek discussed the continuing changes to web site requirements. To date, our site passes all requirements. In their discussions with Rich, Rich indicated at some point requirements may exceed his expertise. Carol Darland suggested we keep this in mind when developing the 2025 budget and add extra money into the Web line in case we need to procure outside IT assistance.

**WSP Administrator:**

- Dan Qualman reported on the information from the last HASP meeting. He also reviewed the information sent out previously to the board on cost and timing for our next HASP purchase to be ready for 2026.

Jackie will contact Matt Montgomery to initiated the letter of intent process. She will also contact John Mattson to answer some questions related to the letter of intent and fees.

- Jackie summarized the status of the program's Delinquent list and reviewed the Accounts Receivable Aging Summary. The Aging Report offenders and appropriate next steps to resolve the issues were discussed.
- Jackie discussed the recent email from Bar Star requesting us to change additional sections of the operating manual. Jackie will forward to our attorney for review.

**IMMD / IMPOA Communication:** Patrick Smith reported that we had received feedback from IMPOA on the responsibility matrix and that the updated version now appears on both web sites.

Pat also reported that in the last couple of weeks the new owner of Bar Star cattle has been rounding up the cattle for the brand inspection and that he has not seen any in his most recent patrols.

**Maintenance:** Pat Smith reviewed the status for April including the April destruction of the marquee sign with a wind event in early April. The marquee sign will be repaired, and we are waiting for parts. Overall, everything is going well. The following general items are included in Pat's report that is attached to these minutes:

- Water testing is done – an article by Pat on this topic was included in the newsletter
- Marquee repair is awaiting parts
- Several blinds were repaired at CC
- Pat is working on a bid package for the CC and RV dump parking lots
- Comfort Station – boiler working well
- There was a report of an unauthorized user at the comfort station – unfounded
- Lodging cleaning complies with established industry standards
- New signs at the Lodge for hiking trails have been posted
- Breton Park is ready for use and ice has melted on the creek
- Burn pit ready to go – May 31 -sign up on the website
- 5 Delinquent RV; some wind damage notified owners
- 100 key cards and 40 RV dump keys were ordered and received

**Unfinished Business:**

**Update on RV Dump Station:** Final grading and road base have been completed. Connectivity for telemetry should be completed this week. This is the last step for final county approval. A maintenance agreement with Valley PreCast is required by the county. Pat and Jackie will contact them for the contract. Jackie will forward to our attorney for review. Grass seed has been spread at the new site and Pat will be spreading at old site. We are required to publish a notice in the Flume for two weeks before the final payment can be made to Pete.

**Community Wildfire Protection Plan:** IMPOA is still working on updates as far as we know.

**Wildfire Mitigation:** A discussion was held to update everyone on the mandatory bidder meeting that was held yesterday. The companies were extremely helpful and made numerous suggestions. They provided us with some contact information to potentially be eligible for a no cost forest plan as well as a possible grant. Based on their input, we may need to re-evaluate the type and scope of work to be completed this year. We have a work session currently scheduled for June 7 at 1pm.

**New Business:** Burn Pit will open May 31<sup>st</sup>.

Jeff Mason moved and Carol Daland seconded a motion to allow neighboring subdivisions to use the burn pit for a fee of \$100.00 per permit. Motion Passed.

**Meeting Adjourned: MOTION: Carol Darland moved and Jeff Mason seconded a motion to adjourn the meeting at 10:00. Motion passed.**

**Next Meeting: June 8, 2024**

Respectfully submitted:  
Carol Darland

(A copy of the Agenda for this meeting follows this page and the Maintenance Report is also attached.)

Indian Mountain Metropolitan District  
Agenda for Regular Board Meeting  
May 11, 2024  
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 (excused), Jeff Mason, Dan Qualman

Contractor Attendance: Jackie Middelhoek, Patrick Smith

Guests in Attendance: see sign in list.

Secretary's Report

**Motion:** The board approves the minutes of the April, 2024, Regular Board Meeting

Treasurer's Report

**Motion:** The board approves the Treasurer's Report for April, 2024, bank balances on 4/30/24 include:

General Fund=\$153,940.55

Special Conservation Fund= \$1,607.33

Reserves Fund=\$6,042.62

CSAFE=\$31,622.51

PETTY CASH=\$98.00

TOTAL IMMD=\$193,311.01

IMWSP Admin=\$76,220.03

IMWSP Water Acquisition=\$72.50

CORE=\$395.44

TOTAL IMWSP=\$76,687.97

Total IMMD + IMWSP=\$269,998.98

District Manager Report

WSP Administrator Report

IMMD/IMPOA Communication Report

Maintenance Report

**Unfinished Business**

- Update on RV Dump station project
- Community Wildfire Protection Plan
- Wildfire Mitigation

**New Business**

- Burn Pit will open May 31<sup>st</sup>. Vote whether to allow other subdivisions to use burn pit and establish fee

Public Comment

Meeting Adjourned

Next meeting: June 8, 2024

IMMD Board Meeting May 11, 2024

## **Maintenance Report – Pat Smith**

### **Last Month's Activities**

- General:**
- Overall – everything is going well.
  - Snow removal at facilities when needed.
  - Rounds to inspect and maintain facilities twice a week.
  - New water filters, and water testing at all facilities.
  - Write requested joint board newsletter articles on water testing at all IMMD facilities and Burn Pit opening.
- Community Center:**
- Everything is going well.
  - Window screen repair work.
  - Ordering parts for marquee repair that was destroyed during high windstorm 4/7/24.
  - Fix failing blinds.
  - Work on failed Kitchen Lights.
  - Developing bidder's packet for parking lots resurfacing.
- Comfort Station:**
- Everything is going well.
  - Immediately addressed complaint of non-working toilet and horrible odor in family bathroom.
  - Investigated complaint of unauthorized user.
- Lodge:**
- Checking out after each rental. Light cleaning and restocking supplies each time. Researched national and state cleaning requirements for lodging – we are in compliance by cleaning kitchen and bath after each stay.
  - Ordered and installed new kitchen and bathroom blinds.
  - Everything else is going well.
- Pavilion:**
- Trash from use is picked up and area is kept clean.
- IM Park:**
- Restock Nature Trail Maps and Disc Golf maps regularly.
  - New trail navigation signs installed at trailhead.
  - Regular playground safety inspections.
  - Wildfire mitigation study – helped put together bid request and bid packet for bidders meeting. Huge project!
  - Hiked trails and take “Bidders Packet” prep pictures for prospective mitigations companies. Mapping and Bidding prep.
  - Bidders meeting on Friday May 10, 2024. Met with logging companies – overview meeting and site visit including hike tour up the mountain.

- RV Dump:**
- Old RV Dump - Old RV Dump breaker box drop pole fell during MAJOR windstorm/ disconnected power and remove demolished box / weatherproofed connections for possible future use.
  - Continue meeting and working with contractor and sub-contractors for New RV Dump. Including Valley Precast for hookup of floats and Telemetry. Learned start up procedure and inspection protocol.
  - Developed sign design for new RV Dump – coordinate with Board on design – get quotes from vendors. Selected vendor and purchased.
  - Order Open/Closed signs and video recording signs.
  - Install signposts with volunteers help.
  - Research grass seed for RV Dump stations – old and new.
  - Selecting Camera System

- Breton Park:**
- Not much use this time of year – monitored weekly.
  - Water is totally clear of ice. Yay!

- IM Ranch:**
- Weekly checks continue.
  - Updated Burn Pit gate sign and replace video recording sign.
  - Fixed fences around IM Ranch property that cows broke down over the winter.

**RV Storage Lot:** Inspection 5/3/24

50 RVs are currently in the lot - 69 RVs are registered.  
5 delinquent permits – emailed to get current.  
Notified 2 owners of wind damage to their RVs.

**Digital Locks:** Continuing to update the software and database for cards. (New Users – Bad Cards Etc....) and RV Dump keys  
Jackie ordered 100 cards and 40 more numbered RV Dump keys so we are ready for the busy season.