

**Indian Mountain Metropolitan District
Board Meeting
Community Center 9:00 am
January 11, 2025**

Board: Carol Darland, Glenn Haas, Marcia Logan, Jeff Mason, Dan Qualman

Staff: Jackie Middelhoek – Business Manager; Patrick Smith (via phone) – Maintenance

Guests: Tim Higgins, Barb Holden

Call to Order: Carol Darland called the meeting to order at 9:00 am

Additions to and Approval of Agenda: MOTION: Jeff Mason moved and Glenn Haas seconded a motion to approve the Agenda as published. Motion passed.

A copy of the Agenda is attached on the page following the Minutes.

Secretary: MOTION: Marcia Logan moved and Dan Qualman seconded a motion to approve the Minutes of the November 9, 2024 Regular Board Meeting. Motion passed.

NOTE: December Board meeting was canceled.

Treasurer: Jeff Mason reviewed the December 31, 2024 bank balances as shown on the Agenda.

MOTION: Jeff Mason moved and Glenn Haas seconded a motion to approve the financial information as presented. Motion passed.

General Fund=\$46,629.84
Special Conservation Fund= \$949.62
Reserves Fund=\$12,051.14
CSAFE=\$32,727.72
TOTAL IMMD=\$92,358.32

IMWSP Admin=\$7,476.90
IMWSP Water Acquisition=\$87.50
CORE=\$61,760.82
TOTAL IMWSP=69,325.22

Total IMMD + IMWSP=\$161,683.54

Jackie mentioned that the end-of-year journal entries that could be made now have been made. There are a few entries that need to be discussed with Dawn Schilling before they can be made.

District Manager: Jackie reviewed things that the Board needs to keep in mind regarding board elections. As Jackie is the Designated Election Official, she cannot request a self-nomination form for any candidate. Dan Qualman, Carol Darland, and Glenn Haas all requested self-nomination forms which are due back to Jackie by February 28, 2025. The public call for other nominations will be open from January 26 and February 28, 2025. If no other nominations are received by March 4, 2025 (allowing for write-ins) the election will be canceled.

Most of the compliance items have been completed for 2025. Jackie is preparing the 1099 forms that need to be filed by the end of January.

Jeff Mason and Glenn Haas have been added as additional signers on the IMMD bank accounts at TBK Bank.

WSP Administrator: Jackie distributed copies of the latest Delinquent Report list and reviewed the status of delinquent reporters.

Jackie is in discussion with John Matteson at HASP about resuming taking applications for the next tranche of prospective program applicants. Jeanne Wells will send out information on enrollment at Jackie's direction and a copy of the enrollment form can be found on the IMMD website.

Jackie shared that Jeremy Allenbaugh, who has been doing meter installations and certifications for the last several years, and has not been available. Jackie is working to try to find a replacement(s).

IMMD / IMPOA Communications: Carol reported that she sent IMPOA a request for information on the availability of the IMPOA Calendar for 2025 and will inquire again about receiving the 2024 Firewise Certificate.

Jeff Mason mentioned that he has some concern and need about creating and distributing a Community Survey to help determine what areas the community would like to see the Boards consider in the near future.

Maintenance: Jackie filled in for Pat Smith and reported on the maintenance activities since November. Overall everything is going well. Tours of IMMD's facilities are becoming more frequent as people are considering locations for future events.

Protocols have been changed somewhat for the Community Center, as there are a growing number of times where doors have been left unlocked, windows have been left open, and the area is not cleaned properly. The new protocol is to secure and clean the building after every event.

The Comfort Station door was propped open for a very lengthy time on Dec 30, 2024. A blizzard happened and blew a snowdrift into the lobby area and lowered the temperature 10 degrees. Video tapes were reviewed and it was discovered that the key card used did not belong to anyone listed as having property in IM and was issued to a person who did "fire mitigation" some years ago. The card has been deactivated.

Pat is researching "open door" sensors to help curtail the number of times doors have been found to be open.

A copy of the complete Maintenance Report is attached at the end of these Minutes

Unfinished Business:

Accepting credit cards by way of SIPA: Jackie reported that the issue/problem with the contract negotiations with SIPA continue. Jackie has been trying to resolve this problem since August, but progress is slow. Utilizing credit cards for payment will be delayed until there is a resolution.

Indian Mountain Park Forest Management Plan: The 10-year Forest Management Plan has been received and distributed. Carol provided a review and explained how the detail of the plan would make the development of a yearly work plan straight forward.

Concrete Floor resealing Community Center: Discussions are on going on how to seal the floor.

New Business:

Resolution Designating Locations to Post Notice: MOTION: Carol Darland moved and Glenn Haas seconded a motion to designate the Bulletin Board in the Community Center lobby and the website as designated posting locations for 2025. Motion passed.

Public Comment: None

Meeting Adjourned: MOTION: Carol Darland moved and Dan Qualman seconded a motion to Adjourn the meeting at 10:29. Motion passed.

Next Meeting: February 8, 2025

Respectfully submitted
/Marcia Logan, Sec'y

(Agenda and Maintenance Report follow on the next pages.)

Indian Mountain Metropolitan District
Agenda for Regular Board Meeting
January 11, 2025
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, Glenn Haas, Marcia Logan, Jeff Mason, Dan Qualman
Staff Attendance: Jackie Middelhoek, Patrick Smith
Guests in Attendance: see sign in list.

Secretary's Report

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

Treasurer's Report

Motion: The board approves the Treasurer's Report for December, 2024, bank balances on 12/31/24 include:

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

Unfinished Business

- Accepting credit cards by way of SIPA
- Indian Mountain Park Forest Management Plan
- Concrete Floor resealing Community Center

New Business

- Resolution Designating Location to Post Notice

Public Comment
Meeting Adjourned
Next meeting: February 8, 2025

IMMD Board Meeting January 11th, 2025

Maintenance Report – Pat Smith The Last 2 Month’s Activities (No Board meeting in December)

- General:
- Overall – everything is going well.
 - Rounds to inspect and maintain facilities twice a week.
 - Water Filter changes and Monthly water testing at all facilities.
 - Rodent control at all facilities.
 - Snow removal at all facilities.
 - Regular tours of facilities for people considering having events in IM.
- Community Center:
- Secure and clean the building after every event. (5 events this period)
(History of doors left unlocked, windows open and not properly cleaned)
 - New kitchen light fixture installed thanks to Square State Electric.
 - Fixed 2 blinds - people yank on the cords – please STOP IT!
- Comfort Station:
- Both shower handles in Men’s showers broken - repaired.
 - On 12/30/24 - Investigated persons responsible for propping door open with door mat at 12:50am and leaving at 2:34am with the door still propped open. I discovered on Rounds the next morning at 9am that the blizzard that night blew a snow drift into the lobby area and lowered the temperature 10 degrees. Luckily the rest of the building stayed warm due to in floor heat and closed bathroom doors. Video was reviewed and we didn’t recognize the people or their vehicle. The key card used did not belong to a person listed as having property in IM and was issued many years ago to a person who was here to do “fire mitigation”. I deactivated the card. If they are connected legitimately to IM they can come into the office, complete a key agreement, and be coached on NOT LEAVING THE DOOR OPEN.
 - Installed new Temp Stick in lobby to alert us of drop in temperature.
 - Researching Open Door sensors.
- Lodge:
- Checking out after each rental with light cleaning and restocking supplies.
 - Annual installation of Septic Heaters.
 - Caulked bathroom shower.
- Pavilion:
- Regular inspection and clean up.
- IM Park:
- Restock Nature Trail Maps and Disc Golf maps regularly.
 - Regular playground safety inspections. Maintain equipment.
- RV Dump:
- CLOSED for the winter season.
- Breton Park:
- Regular inspections and clean up.
- IM Ranch:
- Everything is going well.
- RV Storage Lot:
- Last Inspection 12/15/24 50 RVs in the lot - 68 RVs are registered.
3 delinquent permits – emailed to get current.
- Digital Locks:
- Continuing to update the software and database for cards & RV Dump keys.
2024 Totals: 107 Digital Cards Issued
 31 RV Dump keys issued