

Crystal Park Metropolitan District (CPMD)  
December 1, 2015 Board of Directors Meeting

**MINUTES**

The meeting was called to order at 6:06 PM by Joan Powers.

**DIRECTORS PRESENT:**

Joan Powers – Chair  
Clint Schneider-Treasurer  
Kathi Gurin -Secretary  
Derek Strickler  
Steve Leander

**GUESTS PRESENT:**

Nick Gurin

**Minutes from Last Meeting: Vote**

A motion was made by Clint to approve the minutes for the November 2015 Board meeting. Joan seconded the motion. The motion passed unanimously.

All approved minutes are posted to the CPMD website at  
<http://www.crystalparkvfd.org/metro/minutes.htm>.

**Treasurer’s Report: Vote**

The Board discussed the November Treasurer’s report. Kathi made a motion to approve the report, Derek seconded it. The motion was approved unanimously.

EMTS Grant: Radios Invoice - \$18,074; will be put on card then reimbursed all but the 10% we owe out of our funds

Chief does not have bunker gear invoice yet; desire to get this paid in 2015.

All approved reports are posted to the CPMD website at  
<http://www.crystalparkvfd.org/metro/reports.htm>.

**Public Comments** – None – no public attendance

**Crystal Park Fire Department (CPFD) Monthly Update**

Reviewed CPFD report.

Discussed maintenance cost on 925 (approx. \$1800) to be paid out of CPFD funds.

Discussed the proposed building code changes for truck turn-around.

Automatic Aide Agreement has been signed by Manitou Springs, with changes on “ride-along” definition.

The full report “CPFD Monthly Update” is posted on the CPFD website at  
<http://www.crystalparkvfd.org/about/reports.htm>

## **Grants & Fundraising Updates**

Friends of CPFDP presented fundraising proceeds!

Discussion: How to recognize donors and corporate sponsors –

ACTION: board to consider options for corporate sponsor recognition; provide in email to Joan

## **Old Business:**

Review of resolutions and votes on resolutions and budget.

2016 Budget process. Reviewed budget packet.

Vote 1: Resolution to set Mill Levies: Joan Powers made motion to accept proposed mil levy of 4.192., Kathi Gurin seconded. The motion passed unanimously.

Vote 2: Resolution to appropriate sums of money. Joan so moved, Derek seconded. The motion was approved unanimously.

Vote 3: Resolution to set aside and designate as a “reserve increase” and any and all 2015 year end fund balances. Joan so moved, Clint seconded. The motion was approved unanimously.

Vote 4: Resolution to Adopt 2016 budget. Joan made motion to accept the proposed 2016 budget, Derek second. The motion was approved unanimously.

Vote on Proposed VECTRA Credit Card Policy

Discussed need for Metro Board oversight (for what \$ amounts) for unbudgeted, unapproved expenditures by FD; agreed to leave language in for now and see if changes are required in future.

Steve made a motion to approve the VECTRA Credit Card Policy with minor amendments as discussed, Joan seconded it. The motion was approved unanimously.

Update: Possible Lawyer

Clint is still trying to get ahold of Linda Glesne, but no response; will look for another contact. Steve to also speak to current CP attorney.

Update: Automatic Door Openers for Station

No update. We have funds in 2016 budget to order two doors. Steve to contact Dick to learn what he found with his research.

## **New Business**

Signage for Homes: Joan explained that walking around the area there are signs that are down, sitting on rocks, hit by cars... Suggests we survey residents and new construction home-owners and order new signs where required. People will have to self-identify.

ACTION: Kathi to speak to Rebecca to reach out to membership for feedback on what signs are needed, including street signs. There is a sense of urgency – in case of emergency. Get a list to Joan.

Also, ask Rebecca to talk to residents (separately from above request) about parking at the end of their driveway when it snows – this blocks the access for CPVFD in case of emergency.

## **Compliance Calendar-**

Budget (approved) and transparency notice (completed)

**Adjournment** Meeting adjourned at 6:50 PM

The next regular meeting is the first Wednesday of next month at 6:00 PM at the CPFD station\*, unless a change is noted in meeting minutes and/or officially posted to the public.

Kathi Gurin, CPMD Secretary\*\*

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\*The CPFD Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

\*\*Hard copy of approved minutes with original signature are filed with the CPMD and are available for viewing upon written request.