

**Crystal Park Metropolitan District (CPMD)  
December 4<sup>th</sup>, 2019, Board of Directors Meeting**

MINUTES

The meeting was called to order at 6:03 PM by Twana Denton.

**DIRECTORS PRESENT:**

Twana Denton – Chair  
Joan Powers – Treasurer  
Marlene Henderson – Secretary  
Steve Leander

**GUESTS PRESENT:**

None

**Absent:**

Paul Welsch

**Minutes from Last Meeting – Marlene Henderson:**

A motion was made by Twana Denton to approve the minutes from the November 6<sup>th</sup> meeting. Marlene Henderson seconded the motion. Approved unanimously. All approved minutes are posted to the CPMD website:

<http://www.crystalparkvfd.org/metro/minutes.htm>

**Treasurer's Report – Joan Powers:**

Joan Powers presented November's Treasurer's report to the Board:

- As of November 30<sup>th</sup>, we have \$94,663.38 in the bank which includes our three designations i.e. \$20K in emergency reserve, \$750 for volunteer activities and \$3,505 in reserve for the annual vehicle lease. This leaves us with a healthy General Fund of \$70,408.38
- Additions totaled \$11,209.57 of which \$10,745 came from the Friends Fundraising campaign. Total deposits from the Friends fundraising efforts are now at \$18,500; we expect to be about done now
- This month's deductions came to \$14,826.46 with \$13,050 being the annual lease payment on 910
- Volunteers' activities and morale are covered by member dues + \$750 from credit card rewards; Chief Leander suggested we do an event in March such as a dinner prior to the regular CPVFD business meeting

The Treasurer motioned to approve the report, Twana Denton seconded and the report was approved unanimously. All approved reports are posted to the CPMD website:

<http://www.crystalparkvfd.org/metro/reports.htm>

**Crystal Park Fire Department Report – Chief Leander:**

- Chief reported that we had one serious call in the lower park with Derek Strickler being first on the scene followed by Manitou; we also had a couple of smoke investigations this past month
- Spent funds on three TAIT radios and expect to spend more; waiting for County to fix error code before proceeding

- The CPVFD did Ice Rescue Training which went quite well; last Thursday the team did High Angle Rescue and tomorrow it will be communications; with so many new members we will try to get Thursday night Trainings (TNT) back on schedule
- Discussed future training topics and will likely do chimney fires, car accidents, CO detectors among others
- Twana Denton turned in an invoice for pagers for the total of \$1000
  - It was suggested that everyone bring their pagers to the next CPVFD business meeting – Twana Denton to mention to the Foreman
- Chiefs Forum will put a Station Alert system in place county wide coming next year
- Status of 970
  - We continue to have charging issues and are now running a straight trickle charge which makes it operational
  - Chief will look into bringing the ambulance to work and have them fix it
  - Twana looked through the paperwork from Ford and confirmed that they did not do any electrical work on the vehicle

**Grants and/or Fundraising Updates – Joan Powers:**

- We now have a total of \$18,500 in donations from the Friends fundraising campaign
- If this trend continues, we could conceivably pay 910 off next year which is one year early

**Public Comments/Correspondence – None**

**Old Business:**

- Long Range Water Distribution Planning Update – *no report*
- Lake Pump Project Update – *no report*
- Potential Expansion Metro District – *no report*
- Tax Levy Increase for November 2020 Election – *no update*
- Replacement of 925 – on going
  - Our finances are very healthy which means now is the time to look for a new vehicle to replace 925
  - Joan to send specs to Twana Denton, Chief Leander, Dep Chief Jackson and Lt. Eric Julian

**New Business:**

- Vote on 2020 Proposed Budget
  - Twana Denton motioned that we approve the budget, Marlene Henderson seconded and motion carried
- Next followed voting on four resolutions all motioned by Chair Twana Denton:
  - **RESOLUTION TO SET MILL LEVIES**
    - A motion was made that we approve a resolution levying general property taxes for the year 2020, to help defray the costs of government for the Crystal Park Metropolitan District, Colorado for the 2020 budget year. Joan Powers seconded and motion carried
  - **RESOLUTION TO APPROPRIATE SUMS OF MONEY**

- A motion was made that we approve a resolution appropriating sums of money to the various funds and spending agencies, in the amounts and for the purposes as set forth below, for the Crystal Park Metropolitan District, Colorado, for the 2020 budget year  
Steve Leander seconded and motion carried
- **RESOLUTION**
  - A motion was made that we approve a resolution to set aside and designate as a "reserve increase" any and all 2019 year-end fund balances
  - Joan Powers seconded and the motion carried
- **RESOLUTION TO ADOPT BUDGET**
  - A motion was made that we approve a resolution summarizing expenditures and revenues for each fund and adopting a budget for the Crystal Park Metropolitan District, Colorado for the calendar year beginning on the first day of January 2020 and ending on the last day of December 2020  
Marlene Henderson seconded and the motion carried

**Compliance Calendar – Joan Powers:**

- 2020 Budget
  - The Treasurer will ensure that the 2020 budget gets distributed to the Division of Local Government and the County Commissioners, who will include it in their overall budget, by December 13
- Metro Website:
  - Aug, Sept 2018 minutes and the minutes from June, Aug, and Sept 2019 remain outstanding
- Director Elections: May 5, 2020
  - There will be four director vacancies come May 2020. The search for replacement candidates continues
- Joan Powers will post a notification regarding moving the January Board meeting from the 1<sup>st</sup> to the 8<sup>th</sup> due to the holiday

**Adjourned:** The Chair moved to adjourn the meeting at 1853; Steve Leander seconded and motion carried.

The next regular meeting will be on Wednesday January 8<sup>th</sup> at 6:00 PM at the CPF D Station unless a change is noted in the meeting minutes and/or officially posted to the public. The CPF D Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

Marlene Henderson, Secretary\*




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