

**Crystal Park Metropolitan District (CPMD)
February 3rd, 2021, Board of Directors Meeting
via Zoom**

MINUTES

The Chair called the meeting to order at 6:10 PM.

DIRECTORS PRESENT:

Twana Denton, Chair
Marlene Henderson, Secretary
Joan Powers, Treasurer
Jim Terbush, DEO
Paul Welsch, Compliance Officer

GUESTS PRESENT:

Chief Leander

Absent:

None

Approval of Minutes:

There were no corrections to the December 2020 and the January 2021 minutes. Paul Welsch made the motion to approve both sets of minutes and Jim Terbush seconded. The December minutes were approved unanimously and the January minutes were approved with Marlene Henderson and Jim Terbush abstaining.

All approved minutes are posted to the CPMD website:

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

Monthly Treasurer's Report:

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

- 1) As of January 29th, we have an ending balance of \$101,475.36 which includes the designated reserves:
 - a) Emergency Reserve: \$20,000.00
 - b) Volunteer Reserve: \$170.03
 - c) Vehicle Lease Payment: \$7,764.00
 - d) This brings the General Fund available ending balance to \$73,541.33
 - e) Additions were \$1,456.04 with \$1,100 coming from the Friends Fundraising campaign
 - f) Deductions totaled \$1,844.77 of which \$1,050 covered pager fees
- 2) Tabor Emergency Fund stands at \$1,370.86
- 3) Still waiting for the City of Colorado to issue a credit – Chief will follow up
- 4) Receipts for AutoZone, Lowes, and Safety Signs needed – Denton to follow up

Paul Welsch made a motion to approve the report and Jim Terbush seconded. All voted in favor and the motion carried.

All approved reports are posted to the CPMD website:

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

Crystal Park Fire Department Monthly Report – Chief Leander

- 1) Training
 - a) The Fire Dept did virtual training last month reviewing various SOPs
 - b) Hoping to do in-person training this month – drafting from the lake - if the weather cooperates
- 2) Calls

- a) Chief briefly discussed January's medical calls including the lift assist
- 3) Equipment
 - a) Chief requested that Paul Welsch return his equipment to the Dept now that he is no longer a member
- 4) Membership
 - a) We may have a former member rejoining the Dept. Twana Denton has invited this individual to truck checks this coming Saturday and will discuss intentions then
- 5) Misc
 - a) Chief asked that the Fire Dept gets approval to use the Metro zoom account for monthly business meetings going forward – Denton to set up

Grants and/or Fundraising Updates

- 1) We are still receiving donations from the October fundraising campaign!

Public Comments/Correspondence

None

Old Business:

- 1) Lake Pump Update
 - a) Paul Welsch will be handling this project going forward and will reengage with appropriate parties.
 - b) Joan Powers will provide all communication history and status on current concept we are working towards.
- 2) Modified Trail Maps – no report
- 3) Plaque for 910
 - a) Twana Denton reported that the old plaque will be taken off at truck checks this coming Saturday Feb 6
 - b) Joan Powers suggested that we do a photo for the HOA newsletter with Denton, Chief and Barbara Landgraf once the new plaque is ready.
- 4) Update on search for new CPA.
 - a) Joan Powers reported that it is too late to engage a new firm for 2021. We will proceed with our current firm and start a new search in time for a switch next year.
 - b) If anyone knows of a good CPA, please make recommendations.

New Business:

- 1) Audit Exemption
 - a) Joan Powers reported that everything is on track for our annual exemption.

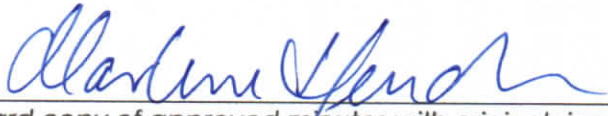
Compliance Calendar:

- 1) El Paso County Annual Report
 - a) Joan Powers reported that the annual report had been submitted.

The meeting adjourned at 6:33 PM.

The next regular meeting will be on Wednesday March 3rd at 6:00 PM at the CPFD Station or by Zoom unless a change is noted in the meeting minutes and/or officially posted to the public. The Zoom link will be noted on the agenda. The CPFD Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

Marlene Henderson, Secretary



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