

Crystal Park Metropolitan District (CPMD)
March 2nd, 2022, Board of Directors Meeting

MINUTES

The meeting was called to order at 6:09 PM.

DIRECTORS PRESENT

Twana Denton, *Chair*, Joan Powers, *Treasurer*, Jim Terbush, *DEO*, Paul Welsch, *Compliance*

ABSENT: Marlene Henderson **Guests:** Eric Julian, John Swafford, Marcia Swafford, Doug Hutchinson, Chief Leander

Approval of Minutes

Paul Welsch made a motion to approve the February minutes. Twana Denton seconded, and the motion carried.

Monthly Treasurer's Report

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

- 1) The month ended with a balance of \$92,632.93 which includes the below designated reserves, additions and deductions:
 - a) Emergency Reserve: \$20,000
 - b) Volunteer Reserve: \$536.90
 - c) Additions were \$1,463.73
 - d) Deductions totaled \$3,056.27.
 - e) This brings the General Fund available balance to **\$92,632.93**
- 2) Tabor Emergency Fund remains at \$1,370.98

The Treasurer made a motion to approve the February report and Paul Welsch seconded. The motion carried.

Crystal Park Fire Department Monthly Report

- 1) Chief Leander offered the following report.
 - a) One medical call in district on Big Horn Road.
 - b) There was no training last month.
 - c) Chief had a meeting with Don Barton, the new Fire Management Officer. Don expressed interest in El Paso County Wildland to participate in the Evacuation processes.
 - d) The road to the upper Helipad needs some work (widening, tree removal, and the grade softened). It borders forest service land; therefore, the County should provide resources to do so.

Grants and/or Fundraising Updates

- 2) Annual Fundraising Event
 - a) Donation tracker: \$25,926
- 3) Grants
 - a) Twana Denton provided an update on the EMTS Provider Grant. The financial waiver was accepted of the 10% by the Crystal Park Metro and 90% for the State of Colorado. This grant is for fiscal year 2023.

Public Comments/Correspondence

Doug Hutchinson presented his action plan regarding spraying the Spruce Bud Worms in partnership with the Crystal Park Drone Committee.

1) The CPHOA will need a form 131 which takes approximately 9 months to process. The window for spraying the worms is Mid to late April for 2 weeks. The paperwork for the Form has been submitted and likely will be used next year. In the meantime, a waiver for Form 131 can be granted if the Crystal Park Metro Board will adopt the process for this year only.

2) Jim Terbush and Chief Leander asked for a MOA, signed by the CPHOA Board President to accept all Legal and Financial Responsibility for this year's campaign to spray the Spruce Bud Worms.

3) The forestry committee will determine the targeted areas to be treated.

4) All Directors present agreed to allow the CPHOA to use the Metro Board's Government affiliation to apply for the 131 waiver.

Public Comments/Correspondence

John and Marcia Swafford of the CPHOA's long range. planning Committee presented their findings on a plan to improve communication between the CPHOA, Crystal Park Fire Department and park residents.

1) The DialMyCalls alert system was briefed by Jon Swafford along with a possible collaboration with the CPHOA and Crystal Park Fire Department on developing a single Crystal Park emergency plan.

2) The system would be managed by CPHOA. It allows 2way text, phone, and email message for disseminating mass notifications.

Old Business

Bathroom at the Fire Station

- 1) Bathroom in the Fire Station project is ongoing.
 - a) The Septic Tank is on order with a 45–60-day delivery window.
 - b) It was noted that there might be future unexpected additional expenses relating to this project and that the current focus is on all exterior work.
- 2) Lake Pump Update – *No update (project is active)*
- 3) Fire Protection Codes – *No update (project is active)*
- 4) Modified Trail Maps – *No update (project is active)*

New Business

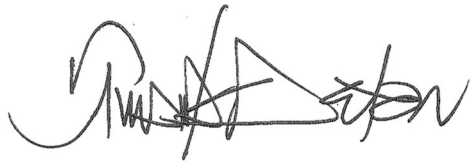
- 1) Exemption from Audit Form
 - a) Joan proposed a motion to approve the resolution for exemption from Audit. Jim seconded, Motion passed.
- 2) Paul will be issued a Credit Card for the Metro District.

3) The 2022 Director Election is formally cancelled. Self-nomination forms are as follows: Jim Terbush and Paul Welsch 3 years, Marlene, Collin, and Twana for 1 year. Jim moved to accept the forms, Twana seconded, the motion carried.

The meeting adjourned at 7:50 PM.

The next regular meeting will be on Wednesday April 6th at 6:00 PM at the CPF D 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 CPF D Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

Twana Denton, Chair

A handwritten signature in black ink, appearing to read 'Twana Denton', with a stylized, cursive script.

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