

**Crystal Park Metropolitan District (CPMD)
May 6th, 2020, Board of Directors Meeting**

MINUTES

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

**This meeting was conducted via Zoom*

DIRECTORS PRESENT:

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

GUESTS PRESENT:

None

Absent:

None

Minutes from the March Meeting – Joan Powers:

A motion was made by Steve Leander to approve the minutes from the March 4th meeting as amended. Marlene Henderson seconded the motion. The motion carried.

****The April meeting was cancelled due to Covid-19.***

All approved minutes are posted to the CPMD website:

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

Monthly Treasurer's Report (March) – Joan Powers:

Joan Powers first presented the March Treasurer's report to the Board:

1. As of March 31st, our ending balance was \$84,080.92 which includes our three designations i.e. \$10,702.00 in emergency reserve, \$170.03 remaining for volunteer activities, and \$7,764.00 in reserve for the annual vehicle lease. This leaves us with an available General Fund balance of \$65,444.89.
 - a. March additions were \$13,309.16 from El Paso County tax income
 - b. Deductions totaled \$551.12

Steve Leander made a motion to approve the March Treasurer's report and Marlene Henderson seconded. The motion carried.

Monthly Treasurer's Report (April) – Joan Powers:

Joan Powers next presented the Treasurer's report for the month of April:

1. As of April 30th, our ending balance was \$85,686.81 which includes the three designations of \$10,702.00 in emergency reserve, \$170.03 still remaining for volunteer activities, and \$7,514.00 in reserve for the annual vehicle lease. This leaves us with an available General Fund balance of \$67,300.78.
 - a. April additions were \$2,693.62 which include \$250 from the Friends Fundraising campaign as well as a refund + a dividend from our WC insurance Pinnacol
 - b. Deductions totaled \$1,087.73

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 Monthly Report – Chief Leander:

1. Chief reported that the CPVFD responded to two Covid-19 suspected calls in the Park in the past month; the impact of Covid-19 in our area is thankfully smaller than initially expected
2. Hoping to hold the CPFD business mtg this coming Monday and training the following Saturday
3. In receipt of 912 DMV paperwork but title transfer is still pending due to the coronavirus pandemic; Chief will sort this out with DMV when they open back up
4. The smoke investigation camera on Sunrise Peak has raised privacy concerns and a block has been installed on the camera allowing only Chief and the Station computer to have access
 - a. **Issue:** The camera has to be useful and accessible to the entire fire dept otherwise it should be taken down – Chief will address the issue at the next HOA Board meeting (*email thread btw Chief, HOA President John Swafford and CP Manager Doug Hutchinson distributed to entire HOA board*)

Grants and/or Fundraising Updates – Joan Powers:

1. As noted in the April Treasurer's report, we received another \$250 from the Friends fundraising campaign

Public Comments/Correspondence – None

Old Business:

1. Long Range Water Distribution Planning Update
 - a. Lake Pump Project Update – *no report*
2. Potential Expansion Metro District – *no report*
3. Tax Levy Increase –
 - a. The Board discussed putting off the "ask" for a tax increase till next year and do one more Friends Fundraising in October
 - b. It was suggested we write a piece for the Crystal Park newsletter laying out our thinking and get some feedback from residents
4. Replacement of 925 / New 912 Engine Update –
 - a. The CPFD recommends that we not deploy 912 this year therefore the Board decided to try to sell 925
5. Fire Codes Specific to Crystal Park
 - a. Chief provided background on this topic: Manitou has a code, El Paso county does not; currently we have nothing to check against
 - b. A possible recommendation could include some/all of the below:
 - i. It was suggested that the CP code could have two aspects to it: one for single residences and one for homes sharing a driveway/are on a cul-de-sac
 - ii. Some homes would be grandfathered in
 - c. A suggestion was made that the Fire dept should form a special committee to draft the recommendation
 - i. **Action:** Chief will reach out to the Tri-Lakes Chief for guidance
 - ii. **Action:** Joan to provide list of attorneys to consult with

New Business:

1. Missed Election Discussion
 - a. The Board discussed this issue at length and considered next steps
2. Appointment of 4 Directors by Elected Chair
 - a. Chair Denton made a motion to appoint four directors listed below. Chief Leander seconded and the motion carried. Appointed directors are: Joan Powers, Marlene Henderson, Paul Welsch, and Jim Terbusch (in absentia)
 - b. The new appointees will be sworn in on June 3rd
3. Privacy concerns re smoke investigation camera
 - a. *This topic was covered during the Chief's report*

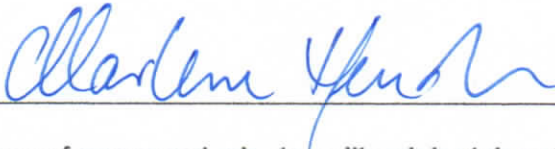
Compliance Calendar – Joan Powers:

1. Metro Website:
 - a. Aug, Sept 2018 minutes, June 2019 minutes and February 2020 minutes remain outstanding
2. Director Oaths of Office June 3, 2020

Adjourned: The meeting adjourned at 7:15 PM.

The next regular meeting will be on Wednesday June 3rd 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*



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