

**Crystal Park Metropolitan District (CPMD)
October 2, 2019, Board of Directors Meeting**

MINUTES

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

DIRECTORS PRESENT:

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

GUESTS PRESENT:

Eric Julian

Absent:

None

Oath of Office:

Twana Denton administered the oath of office to Marlene Henderson. She will be taking over as Secretary for Mariellyn Meehan-Scola until the May 2020 elections.

Minutes from Last Meeting:

A motion was made by Paul Welsch to approve the minutes from the September 4th meeting. Steve Leander 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 September's treasurer's report to the Board:

- Tabor Ending balance is \$1370.38
- Income from El Paso County: \$418.50
- We have received \$750.00 cash rewards from our credit card which Joan recommended be moved into the CPFV dues account. It's essential that the Fire Dept has high morale which takes a little money. Twana made a motion to transfer these funds. Joan seconded. Motion carried.
- A \$1000.00 has already come in for the 2019 campaign for the 910 Engine
- Paid \$1260.00 for radio maintenance
- Bank statements are on track
- Twana submitted an invoice for reimbursement in the amount of \$1009.00 This invoice is from the Ford dealership for servicing the CPFV ambulance

Paul motioned to approve the report, Twana seconded and it 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:

- Pancake breakfast went well, but lighter turnout. A suggestion was made to combine the event with an HOA event e.g. the annual pumpkin/Halloween get-together or the Firewise meeting
- We had a smoke incident at Gog Magog which was investigated by Rich Jackson. It turned out to be a non-smoke related event.
- 960 has been emptied
- Looking to sell the WL skid but will instead give it to the HOA. Doug will repair the vehicle.
- Doug continues to work on the lake pump design. John Swafford is going to fill out a form to upgrade the electricity to the pump.
- Swafford has ordered a smoke detection camera which will be installed on the Eagle Mt internet tower

Grants and/or Fundraising Updates – Joan Powers:

- Dates are now 17-19 Oct for the Friends of CFPD
- Smoky the Bear outfit obtained by Kim Leander
- 910 will be at the Gate for the fundraising event
- The CFPD will do a training/exercise in the lower park
- The Friends group will need assistance

Public Comments/Correspondence – Eric Julian:

- We need to find a permanent home for Firewise
- Firewise requirements were discussed and where it should reside
 - Action plan renewal 2021
 - Risk assessment renewal 2023
- The Forestry Committee provides work hours
- Twana made a motion that Metro takes over Firewise and suggested forming a committee which she will chair. Marlene seconded the motion. Motion carried.

Old Business:

- 2020 Budget Planning – Joan Powers
 - The Board reviewed the draft budget and discussed specific line items – Joan made changes to a number of budget lines increasing a number of items
 - The updated budget was voted on and will put out for public comment by October 15
 - Inclusion order needs to be done so increase the figure for legal expenses
 - If we get a grant from VFA we can outfit/replace WL PPE, let's plan on outfitting 3 people, we want a \$1500 matching grant, let's make it recurring so we continue to replenish and stay current
 - Motion was made by Joan to approve revised budget, seconded by Twana. Motion carried.
- Installation of House Number Signs Update – Twana Denton
 - No report
- Long Range Water Distribution Planning Update – Paul Welsch
 - No report

- Lake Pump Project Update
 - See Chief Leander's report above
- Crystal Park MD Map – Paul Welsch
 - Paul reviewed the Crystal Park MD map and the email received from Roger Clark, Appraisal Quality Control Auditor. In order for us to include the parcels in question, we need a lawyer to do an inclusion order.
 - We are the sole service providers for these properties; we should receive the tax money
- Marketing Strategy for Tax Levy Increase
 - Joan moved to table this discussion, Paul seconded. Motion carried.

New Business:

- Changes to Current Website-Discussion
 - No discussion
- Meet with Lawyer for Nov 2020 Elections; Ballot Language; Gallagher; Tabor
 - It was decided to table some of these items until next year

Compliance Calendar:

- Update Metro Website: Aug, Sept 2018 Minutes Missing
 - Joan has reached out to Mariellyn and she thinks she has the missing minutes
- Budget Process: Oct 15 Public Notice
- Director Elections: May 5, 2020
 - There will be four director vacancies come May 2020. We have to start recruiting efforts.

Adjourned: Twana moved to adjourn at 1942; Joan seconded, approved unanimously.

The next regular meeting will be on Wednesday November 6th 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.*