

**Crystal Park Metropolitan District (CPMD)**  
Sep 2nd, 2015 Board of Directors Meeting

September 2015 CPMD MINUTES

The meeting was called to order at 6:00 PM by Joan Powers.

DIRECTORS PRESENT:

Joan Powers – Chair  
Steve Leander  
Derek Strickler  
Clint Schneider-Treasurer  
Kathi Gurin - Secretary

GUESTS PRESENT:

None

**Minutes from Last Meeting:**

**Vote:** A motion was made by Joan Powers to approve the minutes for the August 2015 Board meeting. Clint seconded the motion. The motion passed unanimously.

All approved minutes are posted to the CPMD website at  
<http://www.crystalparkvfd.org/metro/minutes.htm>.

**Treasurer's Report:**

The Board discussed the August Treasurer's reports.

**Vote:** Derek made a motion to approve the August report, Steve seconded it, approved unanimously.

All approved reports are posted to the CPMD website at  
<http://www.crystalparkvfd.org/metro/reports.htm>.

**Public Comments** - None

**Crystal Park Volunteer Fire Department (CPVFD) Monthly Update**

Reviewed update provided by CPVFD Chief Welsch – discussions ensued. Joan will follow up with Chief on budget limits of CDFPC.

The full report "CPVFD Monthly Update" is posted on the CPVFD website at  
<http://www.crystalparkvfd.org/about/reports.htm>

**Grant Updates**

1. E.M.T.S. grant of \$63,240 was awarded for a department Ambulance, with a 10% match requirement (for a net amount of \$56,916). CPMD will need to fund up to \$6,324, depending on the final purchase price of the Ambulance. Currently researching vehicles.

2. E.M.T.S. grant of \$18,000 was awarded for new Radios, with a 10% match requirement (for a net amount of \$16,200). CPMD will need to fund up to \$1,800, depending on the final purchase price of the radios.

**VOTE:** Joan made a motion to move forward on the purchase of the radios; Derek seconded; approved unanimously.

3. C.D.F.P.C. grant of \$19,848 was awarded for Bunker Gear. No match required.

It was noted that Steve received 10 oxygen bottles and 2 medical equipment boxes (at no cost) from Fort Carson.

Steve needs a letter from CPM Board and/or Chief stating that we want to be a part of the program to receive Fort Carson equipment (e.g., 4WD ambulance)

The Board assumes that our bid for a Timberwolf was not accepted, although we've received no correspondence from FEMA to that effect. We'll remove reference to this grant until something changes.

#### **Old Business:**

- Vectra credit card policies were discussed. Researching policies, notifications, etc. Need to get policy information to Archie. No decision was made, no vote needed.
- Lawyer for Metro District: Need to identify an attorney as the 'go to' person (no retainer); Clint to speak with Linda Glesne
- Insurance Discussion:
  - Russo is gone; new account is Kelly Saunders CB Insurance
  - Concern that Auxiliary members have liability coverage but are not covered by Workman's Comp; do we change bylaws such that Auxiliary are covered? (Associates are department members, they vote, pay dues, come to meetings); no decision made, no vote taken.

#### **New Business**

- Insurance Renewal: Reviewed values and annual fees for each vehicle; some minor corrections (to insurance policy) are required  
**VOTE:** Joan moved to renew insurance with CB Insurance and pay the premium; Kathi seconded it; All in favor.

#### **Compliance Calendar:**

Next year's budget needs to be approved at October Board meetings. Early draft of 2016 Budget was presented by Clint and discussions ensued:

- Still need additional information from CPVFD, so will continue reviews outside of meeting (e.g., need list of purchases planned, categorized as grant-reliant vs other expenditure)

**Adjourned** A motion was made by Derek to adjourn at 7:25 PM, Clint seconded. Approved unanimously.

The next meeting will be changed from the first Wednesday to Monday, October 5<sup>th</sup> at 6:00 PM at the CPFD station.

Kathi Gurin, CPMD Secretary\*\*

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\*The CPVFD Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

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