

**Crystal Park Metropolitan District (CPMD)
September 2nd, 2020, Board of Directors Meeting**

MINUTES

The meeting was called to order at 6:11 PM by Twana Denton.

DIRECTORS PRESENT:

Twana Denton, Chair
Joan Powers, Treasurer
Jim Terbush, DEO
Marlene Henderson, Secretary

GUESTS PRESENT:

None

Absent:

Paul Welsch, Compliance Officer

Minutes from the June and August Meetings

Jim Terbush moved to approve both sets of minutes. Twana Denton seconded. The June minutes were approved with Joan Powers abstaining and the August minutes were approved with Marlene Henderson abstaining.

All approved minutes are posted to the CPMD website:

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

Monthly Treasurer's Report (August):

The Treasurer presented the August report to the Board:

1. As of August 31st, our ending balance was \$92,150.02 which includes our three designations i.e. \$15,702.00 in emergency reserve (\$5K was transferred from the General Fund), \$170.03 remaining for volunteer activities, and \$7,764.00 in reserve for the first lease payment for 912. This leaves us with a healthy available General Fund balance of \$68,513.99.
 - a. August additions were \$946.42 from El Paso County tax income
 - b. Deductions totaled \$8,567.85 with the bigger items being the lease payment on 912 in the amount of \$7,764.00 and \$520.00 for maintenance on same apparatus
 - c. Tabor Emergency Fund stands at \$1,370.80
 - d. The Cash Reserve Fund should be at \$20K so the Treasurer will continue to transfer funds over from the General Fund as available

The Treasurer made a motion to approve and Marlene Henderson 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

No report

Grants and/or Fundraising Updates

1. The "Friends of CPFD" circle is down to just two members including Joan. She will discuss fundraising options with Barbara L. and will let the FD know if they decide to proceed with a fundraising event this fall.
 - a. If it happens, it will take place during the Fire Prevention Week which is October 4th – 10th and they will need help from the Fire Dept
 - b. Fundraising goal: \$14K

Public Comments/Correspondence

None

Old Business:

1. Lake Pump Project
 - a. Joan provided an update. Focus is now on trying to find the right transformer.
2. Fire Dept Bldg Code / CP Specific Fire Codes: No report

New Business:

1. Plan for replenishing the Cash Reserve Fund
 - a. See Treasurer's report
2. Budget Prep for 2021
 - a. The Treasurer discussed what needs to be done. EPC sent estimate of what our income might be for 2021 and Joan will do a preliminary budget including any large purchases for the FD
 - b. Joan will put valuation out in time for Oct meeting
 - c. Voting on the 2021 budget will happen at the November Board

Compliance (Welsch)

No report

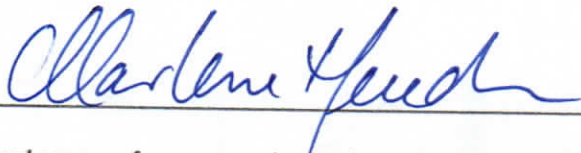
DEO (Terbush)

1. We have to let EPC and local government know who is on our board. Joan will call appropriate office to discuss. A suggestion was made to write a letter informing all parties that our elected chair appointed new board members.

The meeting adjourned at 6:50 PM.

The next regular meeting will be on Wednesday October 7th 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.*