

Crystal park Metropolitan District (CPMD)
December 6th 2023, Board of Directors Meeting
(Due to the New Year's Holiday – No Jan 2024 Meeting)

Minutes

This meeting was call to order at 6:03pm

Directors Present

Twana Denton, Chair
Jim Terbush, DEO
Marlene Henderson, Treasurer
Paul Welsch, Secretary
Eric Julian

Guests

Chief Steve Leander
Joan Powers (via Zoom)

Approval of Minutes

Twana Denton made a motion to approve the November 2023 minutes. Marlene seconded the motion, and the motion carried. The approved November minutes will be posted on the CPMD Website.

Presentation & Approval of Treasurer's Report

The October and November Treasurer's Report was reviewed by Marlene, and comments about the recent expenditures to complete the bathroom. Fund raising balance is: \$14,916.92, with more donations arriving weekly. Marlene made a motion to approve, Jim Terbush 2nd and motion passed.

Crystal Park Fire Department Monthly Report

1. Chief Leander started with a report on the recent Dumpster fire, and a medical.
2. Live fire training scheduled at the Fort Carson burn tower.
3. Bathroom project almost complete, department work day scheduled to complete the final work.
4. Lake pump project underway, waiting to back fill the excavation
5. 970 needs maintenance for a "Check Engine" light
6. Currently 17 department members.

Grants and/or Fundraising updates

1. No update at this time.
2. Decision to move the forestry grant to old business

Public Comments/Correspondence

Received one letter informing us that the El Paso County Assessor is delayed with assessments in the district.

Old Business

1. Budget:
 - a. 2023 – Budget is complete and closed
 - b. 2024 – Waiting resolution of the plumbing bill the park passed to the HOA. Jim Terbush to work with Bill Gibbs to reach a resolution. (Subsequent to the meeting, Eric Julian found HOA minutes in which they agreed to split the plumbing costs. Consequently, the HOA withdrew the bill and will pay it.)
 - i. Discussion to increase the vehicle maintenance budget to \$11k based on the 970 issues discussed by Chief Leander.
 - ii. Discussion to increase the bathroom allocation to \$2k in order to finish all the detail work remaining.
2. Twana handed out four resolutions for review: (Copies to each BOD member)

- a. *Resolution to set Mil Levies*
 - b. *Resolution to appropriate sums of money*
 - c. *Resolution to set aside and designate a "Reserve Increase" and an all 2023 Year End Fund balances*
 - d. *A resolution summarizing expenditures and revenues for each fund and adopting a budget for the Crystal Park Metropolitan District, Colorado for the calendar year beginning on the first day of January 2024 and ending on the last day of December 2024*
3. Twana made a motion to accept the four resolutions, and Marlene seconded. All voted in favor. The board is to vote again at the next meeting to accept amendments to the resolutions.
 4. Bathroom update: We have Preliminary Public Health Department approval of the outside septic work, waiting on final approval.
 5. Old tender to be donated to the previous Park Manager.

New Business: Twana to develop a maintenance schedule for the Fire Department vehicles.

The meeting adjourned at 7:34pm

The next regular board meeting will be on Wednesday, February 7th, at 6:00pm at the CPFD Station located at 496 Palmer Trail, Crystal Park, Manitou Springs, CO 80829.

Paul Welsch

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