

**Crystal Park Metropolitan District (CPMD)  
February 2<sup>nd</sup>, 2022, Board of Directors Meeting**

MINUTES

The meeting was called to order at 6:02 PM.

**DIRECTORS PRESENT:**

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

**ABSENT:** Paul Welsch    **Guest:** Eric Julian

**Approval of Minutes:**

Jim Terbush made a motion to approve the January minutes. Twana Denton seconded and the motion carried.

**Monthly Treasurer's Report:**

Joan Powers presented the January Treasurer's report to the Board:

- 1) The month ended with a balance of \$114,762.37 which includes the below designated reserves, additions and deductions:
  - a) Emergency Reserve: \$20,000
  - b) Volunteer Reserve: \$536.90
  - c) Additions were \$2,067.84
  - d) Deductions totaled \$15,085.19 of which \$14,201.07 were to pay off Engine 912
  - e) This brings the General Fund available balance to **\$94,225.47**
- 2) Tabor Emergency Fund remains at \$1,370.98

The Treasurer made a motion to approve the January report and Marlene Henderson seconded. The motion carried.

**Crystal Park Fire Department Monthly Report – No report given**

**Grants and/or Fundraising Updates**

- 1) Annual Fundraising Event
  - a) Donation tracker: \$25,323 and we continue to receive checks
  - b) A big thank you to all the anonymous donors!
- 2) Grants
  - a) Twana Denton provided an update on the EMTS Provider Grant. The deadline for the pre-application is Feb 8<sup>th</sup>. Twana is the main POC with Marlene Henderson as the signatory. This grant is for fiscal year 2023

**Public Comments/Correspondence**

Eric Julian was acknowledged and welcomed to the meeting. He sits on the HOA Board and has agreed to be the liaison to the Metro Board on specific projects

**Old Business**

- 1) Bathroom in the Fire Station
  - a) Eric Julian discussed the topics raised in Doug Hutchinson's email and Jim Terbush volunteered to act as Doug Hutchinson's Metro POC for this project

- b) It was agreed that Doug Hutchinson should put together a shopping list of items needed to continue to move forward with this project to include prices and share with Jim Terbush who in turn will share with the rest of the Board. So far we have spent \$2500
  - c) It was further agreed to focus on the outside part first and put the inside on hold if costs run over
  - d) It was noted that there might be future unexpected additional expenses relating to this project
  - e) Jim Terbush thanked Doug Hutchinson for taking the exam as a Tier-1 installer and the entire Board echoed his sentiment
- 2) Lake Pump Update – *No update (project is active)*
  - 3) Fire Protection Codes – *No update (project is active)*
  - 4) Modified Trail Maps – *No update (project is active)*

### **New Business**

- 1) Ag Drones
  - a) Eric Julian provided background on the ag drone purchase and current situation. An FAA approval/permit is required to operate the drone if spraying biological agent unless the operators are operating under the auspices of a government agency such as the Metro District. Permits could take up to 9 months. The ask from the HOA is that Metro establishes a Drone Committee so that the drone can start operating
  - b) Concern was expressed about legal issues and whether this can be accomplished without the Metro District being held liable for possible future lawsuits. It was decided to table this discussion until we have additional information. Eric Julian to go back to the HOA and the CP manager to express our concerns
- 2) Second Way Out of Crystal Park
  - a) Jim Terbush presented a map of an alternative way out of CP. He will be meeting with EPC Emergency Management next week to discuss other topics and asked for approval to address this item as well.
  - b) Concern was expressed about the location of this exit as it runs into a very popular trail which is part of the HOA and then it goes into section 16. 4 jurisdictions would be involved. The potential benefits of a second way in and out of Crystal Park are significant for resident safety and fire operations
- 3) Volunteer Bookkeeper
  - a) Marlene Henderson made a motion that Joan Powers be approved to be the volunteer bookkeeper for the next year (May 2022-May 2023) and that she reports to whomever will be the new Treasurer and that she attends all meetings as a guest. Jim Terbush seconded and the motion carried
  - b) Jim Terbush thanked Joan Powers for all her work on the election and for all her years serving the Metro District
- 4) Election Resolution
  - a) Joan Powers made a motion to adopt the Election Resolution for 2022 Regular District Election which "shall be held on May 3, 2022, between the hours of 7:00 A.M. and 5:00 P.M. pursuant to and in accordance with the Act, Code, TABOR, and other applicable laws." Twana Denton seconded and the motion carried.

- 5) Self-Nomination Form
  - a) Jim Terbush, Paul Welsch and Marlene Henderson are to complete the self-nomination form and email to Jim Terbush. The deadline for self-nominations is February 25<sup>th</sup>
- 6) Annual Firewise Meeting will take place on Saturday May 7<sup>th</sup> in person**
- 7) Evacuation Drill
  - a) Twana Denton reported that planning is underway for an evacuation drill for CP residents to be carried out by the CPVFD this summer. The focus of the drill will be on what the Fire Dept needs to do to best manage an evacuation, suppressing fire and to educate CP residents. The HOA will assist with getting emails out and involvement from Peak Alerts is a possibility TBD

*The meeting adjourned at 19.23 PM.*

The next regular meeting will be on Wednesday March 2<sup>nd</sup> at 6:00 PM at the CPFD Station or by Zoom unless a change is noted in the meeting minutes and/or officially posted to the public. The Zoom link will be noted on the agenda. The CPFD Station is located at 496 Palmer Trail in Crystal Park, Manitou Springs, CO.

Marlene Henderson, Secretary



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