

**Crystal Park Metropolitan District (CPMD)  
February 1, 2023, Board of Directors Meeting**

Minutes

This meeting was call to order at 6:05pm

**Directors Present**

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

**Guests**

Steve Leander  
Rich Jackson

**Directors Absent**

Micky Salsgiver, Secretary

**Approval of Minutes**

Jim Terbush made a motion to approve the January 2023 minutes. Marlene Henderson seconded the motion, and the motion carried. The approved January Minutes will be posted on the CPMD Website.

**Presentation & Approval of Treasurer's Report**

Marlene Henderson submitted the January 2023 Treasurers report. Additional items that were discussed from the report are:

- 1) The 2022 Fund Raising total was: \$12,466.00
- 2) There were three donations already received for 2023. Twana will close the 2022 donations and start accounting for donations in 2023.
- 3) The big expense for this reporting period was \$1357.60 for Equipment testing

Marlene Henderson motioned to approved the report, Jim Terbush seconded; motion passed.

**Crystal Park Fire Department Monthly Report**

1. Chief Leander started with an apparatus update (as the MSFD Tender was parked in the station).
  - a) CPFDF Tender 960 wouldn't start during truck checks, the CPHOA has since repaired
  - b) CPFDF Tender 961 has a cracked block and is not parked outside.
  - c) MSFD Tender 1060 is now on loan to CPFDF. CPFDF and MSFD are doing "Due Diligence" to see if it's possible to purchase Tender 1060 from MSFD and replace CPFDF 961 MSFD 1060 does need some repairs (water leak, gauges) and Chief is pursuing those repairs with MSFD.
2. Chief Leander presented the Inter-Governmental Agreement (IGA) between CPFDF and MSFD, which needs updating. The big change was to add the transportation of patients. It was stated that we would conduct an Email vote on the IGA by 8 Feb 2023.
3. Chief described a situation that occurred last month when the fire station ran out of propane for the heater. Fire department personnel brought in some space heaters and the park quickly called in an emergency propane fill to Ferrell Gas. We brought up the question of do we pay for propane service to the park for gas supplied to CPFDF. This went unanswered.
4. There were 6 calls in January. Four actual calls for service, one of which was a fatal ATV crash on Waterfall Loop. Kelly Bruggeman was the first department member to respond.
5. The Fire Department is planning an evacuation drill for May 2023.

6. There was much discussion about the poor conditions of the roads due to a lack of snow plowing efforts. It is a concern that some roads are impassable for emergency apparatus. Twana Denton is to send a letter of concern from the Metro Board to the HOA Board about the poor road conditions.
7. The CPF D has two new member applications.

#### **Grants and/or Fundraising updates**

1. All 2022 fundraising campaign thank you cards have been sent
2. There are 3 new donations since the start of the new year.
3. Some of the medical supplies ordered under the 2022 medical grant have arrived. More on the way.
4. Twana is working on the refurbishment of 970 in light of the arrival of medical supplies
5. 970 still waiting on repairs to its power inverter.

#### **Public Comments/Correspondence**

None.

#### **Old Business**

1. May Election Update: Jim Terbush started with a "Call for Nominations". He stated that board members should self-nominate by February 24<sup>th</sup>; and then we could cancel the election. Existing board members said they would contact Jim about self-nominating.
2. The election process/nomination process had to be posted by 75 days before the election. (Immediately following the meeting, a notice was placed on the bulletin board outside the Building entrance.)
3. Marlene noted that the nomination forms on the website were old and outdated, and said that she would take this on to post the correct forms.
4. Treasurer: Jim Terbush discussed the need for a treasurer and mentioned that we could hire Joan Powers on a fee basis. Twana Denton took this as a point to discuss with Joan.
5. District Boundaries Update: Jim Terbush has checked in on the tax value of the three properties that are in the CPF D coverage area; but they are outside the Metro's boundaries. BLUF: "The juice is not worth the squeeze." Each of the three properties is paying less than \$200 in taxes. The county appraiser is going to do a reassessment of property values starting in May. That may be the time to relook this issue as values increase. Green Mountain Falls has a similar situation and the Fire Department sent them bills for service instead.
6. Fire Codes Update: Our efforts are currently on-hold while we wait for the County discussion on this topic to come to fruition.
7. Lake Pump Update. Twana is working with COS Utilities. She has asked for 250V service. COS is preparing a price quote.

Other Old Business: None

New Business: None

The meeting adjourned at 7:25pm

The next regular board meeting will be on Wednesday, March 1<sup>st</sup>, at 6:00pm at the CPF D Station. The CPF D station is located at 496 Palmer Trail, Crystal Park, Manitou Springs, CO 80829