

**Crystal Park Metropolitan District (CPMD)  
March 3<sup>rd</sup>, 2021, Board of Directors Meeting  
via Zoom**

MINUTES

The Chair called the meeting to order at 6:02 PM.

**DIRECTORS PRESENT:**

Twana Denton, Chair  
Marlene Henderson, Secretary  
Joan Powers, Treasurer  
Jim Terbush, DEO  
Paul Welsch, Compliance Officer

**GUESTS PRESENT:**

Chief Leander

**Absent:**

None

**Approval of Minutes:**

As there were no corrections to the February 2021 minutes, Marlene Henderson made the motion to approve the minutes and Paul Welsch seconded. The February minutes were approved unanimously.

All approved minutes are posted to the CPMD website:

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

**Monthly Treasurer's Report:**

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

- 1) As of February 28<sup>th</sup>, we have an ending balance of \$104,548.86 which includes the below designated reserves:
  - a) Emergency Reserve: \$20,000.00
  - b) Volunteer Reserve: \$170.03
  - c) Vehicle Lease Payment: \$7,764.00
  - d) This brings the General Fund available ending balance to **\$76,614.83**
  - e) Additions were \$4,022.72 with \$2,771.29 being the reimbursement from the City of Colorado Springs
  - f) Deductions totaled \$949.22
- 2) Tabor Emergency Fund stands at \$1,370.86

Joan Powers made a motion to approve the report 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 – Chief Leander**

- 1) Training
  - a) The Fire Dept did an in-person training event last month moving water at the lake using 910 and 912. It was a good experience to see how the cistern works in cold temperatures. Had to break through a layer of ice to pump water
  - b) Training was delayed 1 week due to weather conditions
  - c) Hoping to do more in-person training going forward
- 2) Calls – Chief discussed February's calls
  - a) Smoke detector call inside the Park which turned out to be a false alarm

- b) Structure fire in Manitou near the condos on CP road
- 3) Fire Protection Code Meeting
  - a) Move to next Wednesday March 10
  - b) Chief will send out email to Fire dept about the rescheduling
- 4) Personnel
  - a) Derek S is in EMT class this semester
- 5) Misc
  - a) Reminder: Burn ban is not lifted in the Park – Chief will follow up with Doug suggesting that they send an email out to the residents or make a mention in the newsletter
  - b) Discussion on illegal camping and associated fire concerns
  - c) Welsch will welcome 20 kids to the Park to learn about fire mitigation and build bird houses for habitat
- 6) Tax Levy Increase
  - a) There was a lengthy discussion on the tax levy increase and it was determined that 2023 is our first opportunity to raise this again which gives us a long runway
  - b) Perhaps we can leverage the HOA and do a resident focus group considering various options such as keeping status quo, doubling the levy etc. It is important to get the residents involved in this
  - c) We must address long term water issues in the Park

#### **Grants and/or Fundraising Updates**

- 1) We raised \$30,083 during the 2020 campaign
- 2) We should continue to fundraise especially if we cannot increase the tax levy

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

None

#### **Old Business:**

- 1) Lake Pump Update
  - a) Paul Welsch reported that he has talked to Doug and that they are in sync on the requirements
  - b) He has permission to rearrange the traffic circle and move rocks as necessary
  - c) We budgeted \$5K for this project
  - d) Steve Rodriguez is helping on this project in his capacity as engineer
  - e) Ice in the cistern an issue; we may have to do some excavation depending on the pump we get
- 2) Modified Trail Maps – Paul Welsch provided a status update
- 3) Plaque for 910
  - a) Twana Denton has ordered the plaque and will pick it up next week
  - b) We will do a photo up for the HOA newsletter with Denton, Chief and Barbara Landgraf once the new plaque has been put on the Engine.

**New Business:**

- 1) Audit Exemption Application
  - a) Joan Powers reported that we have to do a public announcement on this to allow everyone the opportunity to voice concerns
- 2) Resolution for Audit Exemption:
  - i) Joan Powers motioned that we approve a resolution approving an exemption from audit for fiscal year 2020 for the CPMD; Jim Terbush seconded and the motion carried
- 3) The Treasurer will put together a new budget for 2020 to include the lease agreement for 912

*The meeting adjourned at 7:02 PM.*

The next regular meeting will be on Wednesday April 7<sup>th</sup> at 6:00 PM at the CPF D 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 CPF D 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 signatory are filed with the CPMD and are available for viewing upon written request.*