

**Crystal Park Metropolitan District (CPMD)**  
**November 2, 2022, Board of Directors Meeting**

**MINUTES**

*The meeting was called to order at 6:03 PM*

**Directors Present**

Twana Denton, Chair  
Paul Welsch, Compliance Officer  
Jim Terbush, DEO  
Micky Salsgiver, Secretary  
Marlene Henderson

**Guests**

Joan Powers – via Facetime  
Eric Julian  
Chief Leander  
Kim Leander

**Approval of Minutes**

Marlene Henderson made a motion to approve the October 2022 Minutes and Jim Terbush seconded. The motion carried. The approved October Minutes will be posted on the CPMD website:

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

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

Joan Powers submitted via email the October 2022 Treasurer's Report to the Board:

- 1) The month ended with a balance of \$161,541.18 which includes the below designated reserves, additions, and deductions:
  - a) Emergency Reserves: \$20,000.00
  - b) Volunteer Reserves: \$3,036.00
  - c) Additions were \$8,859.96
  - d) Deductions totaled \$3,110.26
  - e) The General Fund (available) balance is **\$138,505.18**
- 2) Tabor Emergency Fund Stands at \$1,371.07

Paul Welsch made a motion to approve the October 2022 Treasurer's report and Twana Denton seconded. The motion carried. The approved report will be posted to the CPMD website: <http://www.crystalparkvfd.org/metro/reports.htm>

**Crystal Park Fire Department Monthly Report**

- 1) Chief Leander discussed the purchase of a new/used tender. The Fire Department can wait for Manitou Springs Fire Department (MSFD) to sell their used tender or we could search for another. At this time the price of purchasing a tender is unknown, so it cannot be put into the budget.
- 2) October was a quiet month for calls.

- 3) MSFD does all transport for Crystal Park. AMR will be just backup.
- 4) Twana Denton has an appointment to get the ambulance serviced to repair the electric system and other needed mechanical repairs. The ambulance will be stocked with current medicines.
- 5) Marlene Henderson pointed out that the agreement between CPFD and MSFD expired. Chief Leander said he would get together with MSFD to get the agreement updated.

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

- 1) Twana reported that she has been receiving donations for the Fire Prevention Annual Fundraising Campaign.
- 2) The Annual Pancake Breakfast was a success.
- 3) Twana is still waiting for permission from the Grantor to start spending the grant money.

### **Public Comments/Correspondence**

- 1) Kim Leander presented an update on her efforts to prepare a historic display of the CPFD. She has purchased a display case from Wayfair, which will be delivered at the gate later in November.
- 2) Kim presented a photo of a statue of a firefighter from the Michael Garman Studio which could be used to honor deceased volunteers of CPFD. It was agreed that she would purchase one statue (cost - \$80) and then a plaque listing the deceased names.
- 3) Kim had a few suggestions for fundraising to bring in money besides the donations. The suggestions were (1) an Amazon Smile account for Crystal Park members to use when ordering from Amazon; (2) donate athletic shoes to an organization operating locally and (3) Costco Days. Kim will be looking into setting up some of these programs.

### **Old Business**

- 1) 2022 Budget Change Resolution: Twana Denton read aloud the *CRYSTAL PARK METROPOLITAN DISTRICT RESOLUTION/ORDINANCE TO ADOPT BUDGET* for the Proposed Budget for the calendar year 2022. The members of the Crystal Park Metropolitan District Board of Directors voted to adopt said Resolution. The Resolution was approved by the Crystal Park Metropolitan District and was signed by Twana Denton, Chair of Crystal Park Metropolitan District Board of Directors.
- 2) Update on Bathroom in the Fire Station Jim Terbush updated the progress on the bathroom for the Fire Station. The new tanks have been delivered. Doug Hutchinson will finish the installation of the tanks with necessary alarms and wiring required for the permit. Jim and Paul will be shopping for the items at Home Depot

needed to complete the interior of the bathroom. A water faucet on the exterior of the building will need to be installed.

3) Fire Protection Codes Paul and Chief Leander are still working to complete the Crystal Park Fire Protection Codes. We will be adopting the codes El Paso County has approved.

4) Update on the Lake Pump Project Twana showed the group a new temporary lake pump she had purchased for the Fire Department. The new pump will need to be adapted to fit to the hose at the lake.

### **New Business**

1) Review of 2023 Budget Proposal Joan Powers reviewed the 2023 Draft Budget. The beginning Balance General Fund for January 1, 2023 is \$137,784.00.

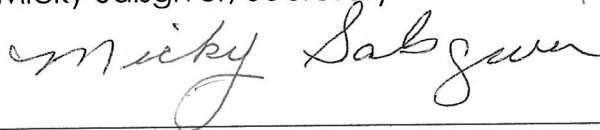
2) 2022-2023 Insurance Package Vote The 2023 Budget had an allowance of \$6,500 which will cover the 2022-2023 insurance policy. Twana Denton moved to approve the cost of the insurance policy, Marlene Henderson seconded and the motion was approved. The hard copy of the insurance policy will be sent to us by Rebecca, the insurance agent.

3) Twana reminded all that old style gate openers need to be replaced.

The meeting adjourned at 7:15 PM

The next regular meeting will be on Wednesday December 7, 2022, 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, Colorado.

Micky Salsgiver, 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.*