

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
January 17, 2017 – 6:00 p.m.**

HELD: Monday, January 17, 2017 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

ATTENDEES: Directors Keith Dodd, Eric Anderssen, and Stephen Allen were present. Directors Kathy Rosenkrans and Eric Edwards were absent (excused). Also present were District Manager Jim Nikkel, Parks & Open Space Manager Craig Miller, and District Administrator Janet Burnham. Also in attendance were Finance Manager Amanda Castle of Pinnacle Consulting Group, district legal counsel Joan Fritsche, communications consultant Sean Walsh and Sara O'Keefe and Brian Blakely of True Corps.

CONFLICTS: None

QUORUM: Present

APPROVAL OF AGENDA: A motion was made by Director Anderssen to approve the agenda. The motion was seconded by Director Dodd and was approved unanimously.

PUBLIC COMMENT: None

ACTION ITEMS:

A motion was made by Director Dodd to approve the minutes of the special meeting held December 12, 2016. The motion was seconded by Director Allen and was approved unanimously.

Finance Manager Amanda Castle presented the financial statements and the unaudited 12/31/16 year-end financials. Pursuant to discussion, a motion was made by Director Dodd to accept the financial report and items from the Finance Manager. The motion was seconded by Director Anderssen and was approved unanimously.

A motion was made by Director Dodd to approve/ratify the payables in the total amount of \$1,289,169.90 which includes \$260,645.06 for the General Fund/Debt Service and \$933,819.39 for the Enterprise Fund (check numbers 22463 through 22576) and all electronic payments (totaling \$94,705.45). The motion was seconded by Director Allen and was approved unanimously.

At 6:18 p.m. Director Dodd opened the public hearing regarding amending the 2016 budget. Amanda Castle explained that the 2016 budget needed to be amended to accommodate additional repair and maintenance costs in the Waste Water and Storm Drainage Enterprise Funds and additional spending needed to close out the 2015 Certificates of Participation. With no comments from the public, the hearing was closed at 6:21 p.m.

A motion was made by Director Dodd to approve Resolution No. 2017-001 Amending the 2016 Budget, as presented in the public hearing. The motion was seconded by Director Anderssen and was approved unanimously.

District counsel, Joan Fritsche, provided a brief overview of the 2017 Enterprise Resolutions and explained why they are necessary to exempt the District's enterprise functions from TABOR limitations. Pursuant to discussion, a motion was made by Director Dodd to approve the resolutions, as follows:

- Resolution No. 2017-002 Water Enterprise
- Resolution No. 2017-003 Sewer Enterprise
- Resolution No. 2017-004 Storm Drainage

The motion was seconded by Director Allen and was approved unanimously.

Joan also presented the 2017 Annual Administration Resolution and reviewed the included action items that conform to statutory requirements. Per the Resolution, the Board concurred to maintain the current officer appointments, as follows:

- President – Keith Dodd
- Vice President – Kathy Rosenkrans
- Treasurer – Eric Anderssen
- Secretary to the Board – Janet Burnham

A motion was made by Director Dodd to approve Resolution No. 2017-005 Annual Administration, accordingly. The motion was seconded by Director Allen and was approved unanimously.

Sara O'Keefe of True Corps presented an overview of the 2017 communications and public outreach goals for each quarter of the year.

Parks and Open Space Manager Craig Miller reviewed his monthly report updating the Board with regard to ongoing open space management projects.

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including the basketball court construction, the Chatfield project, the Lagae development, and PCWRA.

Joan Fritsche distributed the annual Conflict of Interest Disclosure and Affidavits of Director Qualifications forms for the Directors to complete.

With all other business to come before the Board having been addressed, the meeting was adjourned at 7:45 p.m.