

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

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

ATTENDEES: Directors Keith Dodd, Kathy Rosenkrans, and Stephen Allen were present. Newly appointed Director Dave Brennan was also in attendance. Director Eric Anderssen was absent (excused). Also present were District Manager, Jim Nikkel, District Parks & Open Space Manager, Craig Miller and District Administrator Janet Burnham. Also in attendance were finance consultant Amanda Castle of Pinnacle Consulting Group, district legal counsel Joan Fritsche, communications consultant Sean Walsh and Brian Blakely and Sara O'Keefe of Turn Corps. Auditor Tyra Litzau of Anton Collins Mitchell LLP was present, as well.

CONFLICTS: None

QUORUM: Present

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

PUBLIC COMMENT: None

Board President Keith Dodd administered the oath of office to Dave Brennan who was subsequently seated on the Board.

The presentation of the 2016 audit was delayed pending the arrival of the auditor, Tyra Litzau.

ACTION ITEMS:

A motion was made by Director Allen to approve the minutes of the regular meeting held June 19, 2017. The motion was seconded by Director Rosenkrans and was approved 3-0 with Director Brennan abstaining.

A motion was made by Director Allen to approve the minutes of the special meeting held July 10, 2017. The motion was seconded by Director Rosenkrans and was approved 3-0 with Director Brennan abstaining.

Finance Manager Amanda Castle presented the financial statements and reviewed the budget highlights for the period. Pursuant to discussion, a motion was made by Director Rosenkrans to accept the financial report and items from the Finance Manager. The motion was seconded by Director Dodd and was approved unanimously.

A motion was made by Director Dodd to approve/ratify the payables in the total amount of \$560,703.82 which includes \$164,909.66 for the General Fund/Debt Service and \$310,878.50 for the Enterprise Fund (check numbers 22880 through 22960) and all electronic payments (totaling \$84,915.66). The motion was seconded by Director Allen and was approved unanimously.

Tyra Litzau of Anton Collins Mitchell LLP presented the highlights of the 2016 audit. Ms. Litzau expects that an unqualified opinion will be issued. She addressed questions from the Board after which a motion was made by Director Allen to accept the 2016 audit. The motion was seconded by Director Rosenkrans and was approved unanimously.

Sara O'Keefe of Turn Corps updated the Board with regard to public outreach endeavors, including updates to the website, the upcoming Water Wiser program, and preparations for the August Party in the Pines.

Parks and Open Space Manager Craig Miller reviewed his monthly report updating the Board with regard to ongoing open space management projects and the new employee starting July 24, 2017.

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including status of the Chatfield Reallocation Project, the Lagae development and the PCWRA Wastewater Treatment Facility Capacity Increase Study. Jim presented information regarding Lagae open space and the proposal for the District to maintain it. The Board concurred that Jim should work with legal counsel Joan Fritsche to draft an Intergovernmental Agreement and continue discussions with the Castle Pines North Vistas Metropolitan District regarding same.

Counsel Joan Fritsche addressed the Board regarding the license agreement between the District and the City that was entered into shortly after the City's incorporation to replace the one between the District and Douglas County. The license agreement pertains to the District's maintenance of the Rights of Way and medians along Castle Pines Parkway. The City would like to make landscape improvements to the ROW's and the medians; however, since the existing water taps belong to the District, there are issues regarding tap payments and ongoing maintenance of the areas. The Board concurred that Manager Nikkel should arrange a meeting with the City Manager, a Council member and a District Board member to review the existing agreement and discuss ways to move forward with the City's proposed plans.

DIRECTOR COMMENTS: Director Dodd informed the Board that his house is under contract and, once closed in mid-August, he will no longer be a resident of or own property in the District. As such, he will not be eligible to serve on the Board so wished to give the Directors notice of his pending resignation.

PUBLIC COMMENTS: None

With all other business to come before the Board having been addressed, the meeting was adjourned at 8:10 p.m.