

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
October 19, 2015 – 6:30 p.m.**

HELD: Monday, October 19, 2015 at 6:30 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

ATTENDEES: Directors Keith Dodd, Kathy Rosenkrans, Eric Anderssen, and Stephen Allen and were present. Director Eric Edwards was 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 Director Peggy Dowswell of Pinnacle Consulting Group, District legal counsel Joan Fritsche, and communications consultants Pete Webb and Taunia Hottman.

CONFLICTS: None

QUORUM: Present

NOTE: Prior to the regular meeting, the Board held a work session from 5:30 p.m. to 6:30 p.m. to discuss the proposed 2016 budget.

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

PUBLIC COMMENT: None

ACTION ITEMS:

A motion was made by Director Anderssen to approve the minutes of the regular meeting held September 21, 2015. The motion was seconded by Director Allen and was approved unanimously.

A motion was made by Director Allen to approve the minutes of the special meeting held September 29, 2015. The motion was seconded by Director Rosenkrans and was approved unanimously.

Peggy Dowswell reviewed the financial statements and addressed questions from the Board. She noted that the majority of the 2015 property taxes had been received. A motion was made by Director Anderssen to accept the financial report and items from the Finance Director. The motion was seconded by Director Allen and was approved unanimously.

A motion was made by Director Dodd to approve/ratify the payables in the total amount of \$418,159.28 which includes \$56,821.67 for the General Fund/Debt Service and \$323,835.16 for the Enterprise Fund (check numbers 21380 through 21440 totaling \$380,656.83) and all electronic payments (totaling \$37,502.45). The motion was seconded by Director Allen and was approved unanimously.

Manager Jim Nikkel presented the newly revised Rules and Regulations wherein proposed changes had been introduced at the previous meeting. Counsel Joan Fritsche explained that the changes had to do with the appeals process and establishing that the District Manager is responsible for day-to-day operations of the District. The appeals process includes a three-step process in which the petitioner appeals first to the Manager, then to the Board, and lastly to County Court (the previous version of the Rules and Regulations provided for a two-step appeals process going directly from the Board to County Court without the initial review by the Manager). A motion was made by Director Dodd to approve the Rules and Regulations, as amended. The motion was seconded by Director Allen and was approved unanimously.

Counsel Fritsche addressed the Board regarding corrected Resolution No. 2015-008 regarding the CWCB loans. She explained that the resolution was amended to accommodate final changes to the loan documents and to include clarifications requested by the State Controller. Pursuant to discussion, a motion was made by Director Allen to approved corrected Resolution No. 2015-008 "Resolution of the Castle Pines North Metropolitan District Acting By and Through its Water Activity Enterprise Concerning Authorizing Multiple Loans from the Colorado Water Conservation Board for the Purpose of Financing the Chatfield Reallocation Project; Authorizing the Execution of Promissory Notes to Evidence Such Loans and Security Agreements Relating Thereto; Providing for the Payment of Such Notes From the Pledged Revenues; Making Certain Covenants in Connection with the Loans; Establishing Certain Contingencies in Connection Therewith; and Authorizing the Escrow Agreement". The motion was seconded by Director Rosenkrans and was approved unanimously.

Manager Nikkel informed the Board that he had been working with engineering consultants Kennedy Jenks and Urban Drainage to acquire funds for storm water system repair. An agreement was reached whereby Urban Drainage would provide \$142,000 toward to the repairs. Pursuant to discussion, a motion was made by Director Allen to approve the agreement with Urban Drainage, subject to final review and approval as to form by Counsel Fritsche. The motion was seconded by Director Anderssen and was approved unanimously.

Noting that the proposed 2016 budget had been distributed to the Board by the October 15th statutory deadline, Peggy provided a high-level overview of the budget. Discussion was held regarding utility rates and the mill levy. The budget hearing will be held at the regular meeting on November 16, 2015. There will be a presentation on proposed rates at that meeting, as well.

Pete Webb and Taunia Hottman provided an update on communications noting that the District's new website had been completed and implemented. In addition, the PowerPoint presentation for public disclosure and dialog was completed and the preliminary results of the survey will be available within the week.

Parks and Open Space Manager Craig Miller reviewed his monthly report and addressed questions from the Board

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including the Chatfield Reallocation Project and the management transition at PCWRA due to the untimely death of their manager, Martha Hahn. At Jim's request, the Board concurred to hold a work

session at 6:00 p.m. on Monday, October 26th to review the above-mentioned PowerPoint presentation.

Legal counsel Joan Fritsche informed the Board that during the last month she had been primarily occupied finalizing the CWCB loans and the Chatfield Reallocation Project agreements.

With all other business to come before the Board having been addressed, the meeting was adjourned at 8:05 p.m.