

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
November 16, 2015 – 6:00 p.m.**

HELD: Monday, November 16, 2015 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

ATTENDEES: Directors Keith Dodd, Kathy Rosenkrans, Eric Edwards and Stephen Allen were present. Director Eric Anderssen 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, communications consultant Taunia Hottman, and Fletcher Davis of Hawksley Consulting. Four residents attended, as well.

CONFLICTS: None

QUORUM: Present

APPROVAL OF AGENDA: Director Dodd requested that an executive session, pursuant to §24-6-402(4)(f), C.R.S., to discuss personnel matters be added to the agenda as item 11. A motion was made by Director Allen to approve the agenda, as amended. The motion was seconded by Director Dodd and was approved unanimously.

PUBLIC COMMENT: Residents Gary and Betsy Jones asked questions regarding the District's water plans, the monthly capital improvement fee, and customer usage issues. Manager Jim Nikkel addressed the questions.

At 6:33 p.m. Director Dodd made a motion to go in to executive session pursuant to §24-6-402(4)(b) and (e), C.R.S., to confer with an attorney for the purpose of receiving legal advice on specific legal questions, and/or for determining positions relative to matters that may be the subject of negotiations, developing strategies for negotiations and instructing negotiators concerning District facilities and services. The motion was seconded by Director Allen and was approved unanimously.

At 8:18 p.m. the Directors came out of executive session and the regular meeting was reconvened.

ACTION ITEMS:

A motion was made by Director Allen to approve the minutes of the regular meeting held October 19, 2015. The motion was seconded by Director Dodd and was approved 3-1 with Director Edwards abstaining since he was not present at that meeting.

A motion was made by Director Edwards to deny the appeal by resident David Garcia to receive an additional leak adjustment. The motion was seconded by Director Allen and was approved unanimously.

Peggy Dowswell reviewed the financial statements and addressed questions from the Board. A motion was made by Director Edwards to accept the financial report and items from the Finance Director. The motion was seconded by Director Rosenkrans and was approved unanimously.

A motion was made by Director Dodd to approve/ratify the payables in the total amount of \$703,654.19 which includes \$193,266.90 for the General Fund/Debt Service and \$418,910.06 for the Enterprise Fund (check numbers 21441 through 21528) and all electronic payments (totaling \$91,477.23). The motion was seconded by Director Allen and was approved unanimously.

Fletcher Davis of Hawksley Consulting presented the proposed water, sewer and storm water rates for 2016. Pursuant to discussion, a motion was made by Director Dodd to adopt the 2016 rates as proposed in the presentation. The motion was seconded by Director Rosenkrans and was approved unanimously.

At 9:00 p.m. a motion was made by Director Allen to open the public hearing regarding the 2016 budget. The motion was seconded by Director Dodd and was approved unanimously. Peggy Dowswell provided an overview of the proposed budget which assumed that the mill levy would stay the same. Among other topics, discussion was held regarding the two new employees requested in the budget. At 9:37 p.m., with no comments received from the public, a motion was made by Director Dodd to close the hearing.

Pursuant to closing the hearing, a motion was made by Director Dodd to adopt the proposed 2016 budget, appropriate funds and set the mill levy, subject to removing one new employee from the Enterprise Fund. The motion was seconded by Director Edwards and was approved unanimously.

Taunia Hottman of Webb Strategic provided an update on communications noting the upcoming Connection ad, the survey results, and the strategic plan for 2016. Taunia and the Board discussed establishing a District presence on social media.

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 continued search for a new manager at PCWRA.

Legal counsel Joan Fritsche informed the Board that during the last month she had been primarily working on the District Manager contract and communication with LS Partners.

Pursuant to discussion, the Board concurred to cancel the regular meeting scheduled for December 21, 2015.

At 10:17 p.m. a motion was made by Director Dodd to go in to executive session pursuant to §24-6-402(4)(f)), C.R.S. to discuss personnel matters.

At 10:49 p.m. the Board came out of executive session and reconvened the regular meeting. Direction was given to Director Dodd to move forward with the District Manager contract.

With all other business to come before the Board having been addressed, the meeting was adjourned at 10:50 p.m.