

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR MEETING MINUTES  
JULY 20, 2015 – 6:00 p.m.**

**HELD:** Monday, July 20, 2015 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

**ATTENDEES:** Directors Kathy Rosenkrans, Stephen Allen, and Eric Edwards were present. Directors Keith Dodd and Eric Anderssen were absent (excused). Parks & Open Space Manager Craig Miller and District Administrator Janet Burnham were present. Also in attendance were Finance Director Peggy Dowswell of Pinnacle Consulting Group, and communications consultant Tania Hottman of Webb Strategic. Chris Price of Collins, Cockrel & Cole filled in for legal counsel Joan Fritsche. City of Castle Pines Mayor Jeff Huff was also present.

**CONFLICTS:** None

**QUORUM:** Present

A motion was made by Director Allen to appoint Vice President Kathy Rosenkrans as Acting President due to the absence of President Keith Dodd. The motion was seconded by Director Edwards and was approved unanimously.

It was noted that, due to the recent closing of Safeway, which had been one of the meeting posting locations, notices are now being posted at Dazbog.

**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:** Mayor Jeff Huff extended an invitation to the Board to attend a joint study session of the City Council and the Planning Commission on July 23, 2015 at 6:00 p.m. The study session will cover issues that may be of interest to the District Board including a comprehensive plan overview and updates on retail analytics and various current and potential development projects. Mayor Huff also expressed thanks for Craig Miller's quick action to repair water leaks along Monarch Boulevard and for the District's efforts to educate homeowners about not dumping yard debris over their fences into open space areas.

**ACTION ITEMS:**

A motion was made by Director Allen to approve the meeting minutes of June 15, 2015. The motion was seconded by Director Edwards and was approved unanimously.

Peggy Dowswell reviewed the financial statements and addressed questions from the Board. She noted property taxes were coming in on schedule and that water revenues continued to trend below budget. She and District Manager Jim Nikkel will meet with MWH to ensure that the modeling used for rate analysis is in line with actual usage. A motion was made by Director Rosenkrans to accept

the financial report and items from the Finance Director. The motion was seconded by Director Edwards and was approved unanimously.

A motion was made by Director Allen to approve/ratify the payables in the total amount of \$332,974.08 which includes \$55,279.92 for the General Fund/Debt Service and \$183,823.98 for the Enterprise Fund (check numbers 21151 through 21216 totaling \$239,103.90) and all electronic payments (totaling \$93,870.18). The motion was seconded by Director Rosenkrans and was approved unanimously.

Peggy reviewed some changes to the 2014 audit that were requested by Director Anderssen and the auditor, primarily for the sake of clarity. Acceptance of the audit was tabled until the August meeting. Staff was directed to file an extension.

At 6:25 p.m. Director Rosenkrans opened the public hearing on the 2015 budget amendment. Peggy summarized the changes that had to be made to the 2015 projected budget to accommodate the refunding of the Certificates of Participation (COPs). Mayor Huff had several questions regarding the process of refunding COPs which were addressed by Peggy.

A motion was made by Director Allen to continue the public hearing at the August 17, 2015 meeting and continue consideration of a resolution to amend the District's 2015 budget at that time. The motion was seconded by Director Edwards and was approved unanimously.

Taunia Hottman updated the Board regarding the ongoing communications projects of Webb Strategic. The new logo has been finalized and they are working on updating the District's website, as well as moving forward with a resident survey.

Parks and Open Space Manager Craig Miller reviewed his monthly report noting that the median re-landscaping project was complete.

In the absence of District Manager, Jim Nikkel, his monthly report was accepted in writing.

At 7:00 p.m., with all other business to come before the Board having been addressed, the meeting was adjourned.