

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
July 18, 2016 – 6:00 p.m.**

HELD: Monday, July 18, 2016 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 Anderssen, and Stephen Allen 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, auditor Tyra Litzau of ACM, and political relations consultant, Sean Walsh, arrived at 7:00 p.m.

CONFLICTS: None

QUORUM: Present

APPROVAL OF AGENDA: Manager Jim Nikkel requested that an item 6.E. be added regarding the south Lagae easements. A motion was made by Director Allen to approve the agenda, as amended. The motion was seconded by Director Anderssen and was approved unanimously.

PUBLIC COMMENT: None

PRESENTATION OF THE 2015 AUDIT: Tyra Litzau of ACM presented the draft 2015 audit which they anticipate will not change substantively in final form. Tyra reviewed the types of processes and transactions that they audited and which resulted in a clean opinion. Their primary recommendation is that the District adopt a formal credit card use policy. Tyra addressed questions from the Board.

ACTION ITEMS:

A motion was made by Director Anderssen to approve the minutes, as amended, of the regular meeting held June 20, 2016. The motion was seconded by Director Rosenkrans and was approved unanimously.

Finance Director Peggy Dowswell presented the financial statements and addressed questions from the Board. She noted that the debt service payments were made on June 1st. Pursuant to discussion, 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 \$1,053,312.94 which includes \$171,799.87 for the General Fund/Debt Service and \$832,039.75 for the Enterprise Fund (check numbers 22001 through 22106) and all electronic payments (totaling \$49,473.32). The motion was seconded by Director Allen and was approved unanimously.

Pursuant to discussion, a motion was made by Director Dodd to accept the 2015 audit as presented, subject to final review by Director Anderssen and Peggy Dowswell to resolve any non-material issues. The motion was seconded by Director Rosenkrans and was approved unanimously.

Manager Jim Nikkel addressed the Board regarding the four recently received Lagae sanitary sewer main easements. Based on his and District consulting engineers' reviews, Jim recommended the Board's approval. A motion was made by Director Dodd to approve the easements as presented. The motion was seconded by Director Anderssen and was approved unanimously.

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 research being done to repair or replace the damaged deck surface of the ramp in the skate park. He also mentioned that the repairs to Pond 12 should be complete by the end of the month with the exception of plantings.

Legal counsel Joan Fritsche informed the Board that she has been working on the A & A lawsuit and the engagement of District consultants.

At 7:20 p.m. a motion was made by Director Dodd to go in to executive session pursuant to §24-6-402(4)(f) to discuss personnel matters and pursuant to §24-6-402(4)(b) and (e), C.R.S. to confer with an attorney on legal questions, determine positions relative to matters that may be the subject of negotiations, and develop strategies for negotiations and instructions to negotiators. The motion was seconded by Director Rosenkrans and was approved unanimously.

At 7:57 p.m. the Board came out of executive session and reconvened the regular meeting.

With all other business to come before the Board having been addressed, the meeting was adjourned.

CASTLE PINES NORTH METROPOLITAN DISTRICT

**ATTORNEY'S STATEMENT RE:
MINUTES OF THE EXECUTIVE SESSION
OF THE BOARD OF DIRECTORS**

July 18, 2016

I, Joan M. Fritsche, herewith make the following signed statement in accordance with C.R.S. Section 24-6-402(2)(d.5)(II)(B):

1. I am an attorney serving as general counsel to the local public body of the Castle Pines North Metropolitan District, Douglas County, Colorado (CPNMD).

2. The Board of Directors of CPNMD met with Jim Nikkel and me in executive session during its regular board meeting on July 18, 2016 pursuant to C.R.S. §24-6-402(4)(f) to discuss personnel matters, after which Sean Walsh joined the executive session pursuant to §24-6-402(4)(b) and (e) to confer with an attorney on legal questions, determine positions relative to matters that may be the subject of negotiations, and develop strategies for negotiations and instructions to negotiators. The executive session lasted from approximately 7:20 p.m. to 7:57 p.m. The executive session was not recorded based upon my opinion that the discussion constituted privileged attorney-client communication.

Joan M. Fritsche
Attorney for CPNMD

As President of the Board of Directors of CPNMD, I attest that the executive session was not recorded and was confined to the topics authorized for discussion in an executive session pursuant to C.R.S. subsections (4)(b), (e) and (f) of Section 24-6-402.

Keith Dodd, President of Board of Directors
Castle Pines North Metropolitan District