

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
September 18, 2017 – 6:00 p.m.**

HELD: Monday, September 18, 2017 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

ATTENDEES: Directors Kathy Rosenkrans, Stephen Allen, Eric Anderssen, David Necker and Dave Brennan were present. 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, communications consultant Sean Walsh, and Sara O’Keefe and Bryan Blakely of Turn Corps. Attorney Joe Norris filled in for Counsel Joan Fritsche.

CONFLICTS: None

QUORUM: Present

APPROVAL OF AGENDA: Manager Jim Nikkel requested that a line item be added after 6. Budget Calendar Presentation for approval of the auditor contract. 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

ACTION ITEMS:

A motion was made by Director Rosenkrans to approve the minutes of the regular meeting held August 21, 2017. The motion was seconded by Director Allen and was approved 3-0 with Directors Anderssen and Necker abstaining since they were not present at that meeting.

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 Anderssen to accept the financial report and items from the Finance Manager. The motion was seconded by Director Brennan and was approved 4-0 with Director Necker abstaining.

A motion was made by Director Rosenkrans to approve/ratify the payables in the total amount of \$437,104.11 which includes \$108,886.61 for the General Fund/Debt Service and \$278,071.18 for the Enterprise Fund (check numbers 23031 through 23080) and all electronic payments (totaling \$50,146.32). The motion was seconded by Director Allen and was approved 4-0 with Director Necker abstaining.

Amanda Castle addressed the Board regarding the 2018 budget calendar. A Board work session will be held on October 9th and the Board will receive the final draft before, or by, the statutory deadline of

October 15th. Approval of the budget will take place either at the November 20th meeting or at a special meeting to be scheduled for early December.

Amanda also presented the proposal from the Rubin Brown firm to perform the District's 2017 audit. Subsequent to addressing questions from the Board, a motion was made by Director Brennan to accept the proposal from Rubin Brown. The motion was seconded by Director Anderssen and was approved unanimously.

Sara O'Keefe of Turn Corps updated the Board with regard to public outreach endeavors noting that the winner of the Run Wild race wants to donate his \$500 prize to the District to plant trees in Coyote Ridge Park. There will be an informal dedication ceremony at the park on September 22nd at 8:30 a.m. In addition, the next Water Wise-Up presentation will be at the Plum Creek Water Purification plant on September 20th and the third Water Wise-Up session is tentatively set for October 4th. It will include a presentation by Amanda Castle and Janet Burnham regarding District finances and billing.

Parks and Open Space Manager Craig Miller reviewed his monthly report updating the Board with regard to ongoing open space management projects.

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including the Chatfield Reallocation Project, the Lagae development and the PCWRA Wastewater Treatment Facility Capacity Increase Study.

Filling in for District Counsel Joan Fritsche, attorney Joe Norris informed the Board that they have been working on Lagae as well as the HOA1 fence issue, about which they are waiting for a response from the City of Castle Pines.

DIRECTOR COMMENTS: Director Rosenkrans noted that she attended the most recent City Council meeting at which she read a prepared statement regarding the HOA1 fence situation.

PUBLIC COMMENTS: Resident Tracy Engerman noted that she is a write-in candidate for the City's Ward 3 and that she is attending various community meetings in order to learn about the different Castle Pines entities.

At 7:05 p.m. a motion was made by Director Rosenkrans to go in to executive session under C.R.S. §24-6-402(4)(f), personnel matters, concerning the District Manager's annual performance evaluation. The motion was seconded by Director Brennan and was approved unanimously.

The regular session was reconvened at 7:29 p.m. and, with all other business to come before the Board having been addressed, the meeting was adjourned.