

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR MEETING MINUTES  
NOVEMBER 16, 2020 – 6:00 p.m.**

**HELD:** Monday, November 16, 2020 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado.

**ATTENDEES:** Directors David McEntire, Charles Lowen, and Denise Crew were present. Directors Chris Lewis and Robert Merritt were present virtually. Also present were District Manager, Jim Worley; District Legal Counsel, Kim J. Seter, Esq.; District Finance Director, Eric Harris; Ken Smith, Director of Communications; Corby Wise and Terrence Lovett, Communications Team; Deborah Mulvey, Castle Pines City Council’s Designated Liaison to CPNMD.

**CONFLICTS:** None.

**QUORUM:** Present.

**CONSIDERATION OF AGENDA OF THE NOVEMBER 16, 2020 REGULAR MEETING OF THE BOARD OF DIRECTORS AND THE MINUTES OF REGULAR MEETING OF OCTOBER 19, 2020:**

Upon motion by Director Crew and second by Director Lewis, the agenda of the November 16, 2020 regular meeting and the minutes of the October 19, 2020 regular meeting were approved as presented.

**PUBLIC COMMENT:** None.

**PROJECT UPDATES AND INSIGHTS FROM THE CITY OF CASTLE PINES:**

Councilwoman Mulvey discussed that Ballot Measure 2A failed, but that council maintains the proposed roadwork as a high priority although it will not be financed through a long-term bond. She noted that Council is still considering its 2021 budget which may be voted upon on December 8, 2020.

**OPEN SPACE MANAGER’S REPORT:** District Manager, Jim Worley, presented the open space manager’s report. He noted that the holiday lights have been installed and that the lights are on a little early this year. Director Lewis noted the decrease in vandalism within the District. Director McEntire thanked all the folks who participated in the first Castle Pines North clean-up day, which will occur quarterly.

**FINANCE DIRECTOR’S REPORT:**

District Finance Director, Eric Harris, presented the financial report. He noted that property taxes are almost completely collected. He noted the District is running at a surplus. The Board reviewed and discussed the District financial report for the period

ending October 31, 2020. Upon discussion, a motion was made by Director McEntire to accept the financial report as presented. The motion was seconded by Director Lewis and was approved 5-0.

The Board considered checks numbered 25582- 25648 for approval/ratification. Pursuant to discussion amongst the Board, a motion was made by Director McEntire to approve/ratify the current payables through the month of October 2020 as presented. The motion was seconded by Director Lewis and was approved 5-0.

Mr. Harris presented the proposed 2021 budget. Mr. Harris discussed the call provisions to District COP's and savings achieved in staffing. He noted that the 2021 budget does not contemplate a possible inclusion into Parker Water and Sanitation District. He explained that if the inclusion is approved by the parties and the voters, a 2021 budget amendment would be necessary. Mr. Harris discussed that the mill levy will remain at 19 mills for 2021.

Mr. Harris presented the proposed budget amendment for 2020 for a general fund revision in the amount of \$59,000 in appropriations and a revision in the water enterprise fund of \$1.582 million dollars in appropriations, and a revision in the wastewater fund of \$328,000 in appropriations.

Director McEntire opened a public hearing on the proposed 2021 budget and a hearing on the 2020 budget amendment. As there was no public comment, the public hearings on 2021 budget and 2020 budget amendment were closed.

A motion was made by Director McEntire to approve the 2021 budget and budget resolution, appropriate sums of money to each fund in the amount set forth in the 2021 budget, and certify the mill levy. The motion was seconded by Director Merritt and was approved 5-0.

A motion was made by Director McEntire to approve the 2020 budget amendment and budget amendment resolution. The motion was seconded by Director Merritt and was approved 5-0.

#### **LEGAL COUNSEL'S REPORT:**

Legal Counsel, Kim Seter, presented the legal status report. He discussed the PWSD inclusion negotiation and presented the draft inclusion agreement. He requested that the directors review the inclusion agreement over the next month and deliver comments to Mr. Worley.

#### **DISTRICT MANAGER'S REPORT:**

The District Manager, Jim Worley, presented his report. He discussed water storage and the judicial change of water rights from agricultural to municipal, which will increase the value of the water rights. Mr. Worley noted that he is working with Burt Knight,

Castle Pines Metropolitan District manager, on an agreement regarding Plum Creek and Chatfield storage, which should be complete by year end. Director McEntire inquired regarding the risk and resilience report the emergency response plan, and Mr. Worley responded that it should be complete without any problems.

**DIRECTORS' MATTERS:**

Director McEntire noted that there would be an improvement in the quality of life for the directors by re-scheduling the December meeting from December 21, 2020 to December 14, 2020. The Board determined to change the meeting date.

Mr. Worley noted that the District maintains 21 of the neighborhood entryways while the remaining 28 entryways have historically been maintained by various sub-associations and HOAs. Director McEntire requested that legal counsel draft a license agreement regarding sub-association/HOA entryways. The agreement will be based on a cost per square foot and the 21 entryway HOAs that have been maintained by the District will continue to be maintained by the District, but that these HOAs would pay the District's maintenance costs on an annual basis.

Director Lowen inquired regarding the Castle Pines Parkway road project and the failure of ballot issue 2A. Mr. Worley noted that City officials believe they may still be able to conduct the road project and fund it through other means. Mr. Worley reported that he would still like to work with the City on the road project if it moves forward to achieve cost savings.

**PUBLIC COMMENT:** None.

**ADJOURN:** With all other business to come before the Board having been addressed, Director Crew moved that the meeting be adjourned at 7:37 p.m. The motion was seconded by Director Lowen and was approved 5-0.