

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
July 15, 2019 – 6:00 p.m.**

HELD: Monday, July 15, 2019 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 Chris Lewis were present. Also present were District Manager, Jim Worley; legal counsel, Elizabeth A. Dauer, Esq.; Finance Director, Amanda Castle; Open Space Manager, Craig Miller. Approximately one member of the public was in attendance.

CONFLICTS: None.

QUORUM: Present.

APPROVAL OF AGENDA: A motion was made by Director Lewis to approve the July 15, 2019 agenda, with the amendment to consolidate the two public comment periods into one. The motion was seconded by Director Lowen and was approved 3-0.

APPROVE MINUTES OF REGULAR MEETING OF JUNE 17, 2019: A motion was made by Director Lowen to approve the minutes as presented. The motion was seconded by Director Lewis and was approved 3-0.

PUBLIC COMMENT: None.

OPEN SPACE MANAGER'S REPORT: District Open Space Manager, Craig Miller, presented his report. Director McEntire commended Mr. Miller for the beauty of the community. Director McEntire requested Mr. Miller to review HB-19-1050 regarding water efficient landscape and report to the Board regarding any pertinent information regarding same. Mr. Miller also reported on dead trees at Castle Pines Parkway and Monarch, noting that the District does not own the property in question. As a courtesy, District Manager Worley and Mr. Miller will contact the property owner regarding the dead trees and create a form letter to use in future, similar situations.

LEGAL COUNSEL'S REPORT: Legal Counsel presented the legal status report. Ms. Dauer reported that she received the special warranty deed conveying a 0.003 strip of roadway from the District to the City, pursuant to the City condemnation action. Pursuant to discussion of the Board, Director McEntire moved to approve and authorize execution of a special warranty deed granting 0.003 acres of roadway improvements to the City of Castle Pines. The motion was seconded by Director Lewis and was approved 3-0.

Ms. Dauer also reported that legal counsel is currently reviewing a proposed memorandum of understanding with Centennial Water and Sanitation District regarding

the provision of emergency and regular water to the Castle Pines North Metro District. Director McEntire thanked District Manager Worley for negotiating the opportunity to offset certain water costs. Director Lewis moved to approve the memorandum of understanding with Centennial Water, upon final approval of legal counsel and execution by Mr. Worley. The motion was seconded by Director Lowen and was approved 3-0.

Director McEntire requested legal counsel consider the appropriate correspondence to the HOA's concerning maintenance responsibilities for entryway landscaping and fences. Director McEntire also discussed the status of remaining steps for the Parker Water and Sanitation District inclusion.

CONSIDER APPROVAL OF THE 2018 AUDIT: Finance Director, Amanda Castle presented the 2018 District audit. She noted that the audit opinion was unmodified. Director Lewis moved for the approval of the 2018 audit. The motion was seconded by Director Lowen and was approved 3-0.

FINANCE DIRECTOR'S REPORT: Ms. Castle presented the District financial report for the period ending June 30, 2019. She also presented the 2020 budget timeline for Board review. Pursuant to discussion amongst the Board, a motion was made by Director McEntire to accept the financial report as presented. The motion was seconded by Director Lewis and was approved 3-0.

Ms. Castle presented checks numbered 24423-24498 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 June 2019 as presented. The motion was seconded by Director Lewis and was approved 3-0.

DISTRICT MANAGER'S REPORT: The District Manager presented his report. He reported on the crash of the District server and issues with the telephone system and online bill pay system, noting that all issues should be resolved within a day after the Board meeting. He also reported on the sanitary sewer survey conducted by the CDPHE. The CDPHE identified four compliance issues, none of which had anything to do with the quality of the water provided by the District.

He reported that Parker Water and Sanitation has hired an engineer to review the District's systems in conjunction with the study. Director McEntire requested that Mr. Worley coordinate a review of District facilities for the Board in preparation to respond to questions from PWSD and during the District's budget process.

DIRECTORS' MATTERS: Director McEntire reported on the ongoing efforts regarding a GIS study for a definite listing of District facilities and infrastructure.

ADJOURN: With all other business to come before the Board having been addressed, Director Lowen moved that the meeting be adjourned at 7:15 p.m. The motion was seconded by Director McEntire and was approved 3-0.