

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

**HELD:** Monday, November 20, 2017 at 7:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

**ATTENDEES:** Directors Kathy Rosenkrans, Eric Anderssen, Stephen Allen and Dave Brennan were present. Director David Necker was absent (excused). 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 Eric Harris of Pinnacle Consulting Group, District legal counsel Joan Fritsche, and communications consultants Sara O’Keefe and Bryan Blakely of Turn Corps and Sean Walsh of Sean Walsh Consulting. Water rights attorney Austin Hamre attended, as well.

**CONFLICTS:** None

**QUORUM:** Present

**APPROVAL OF AGENDA:** A motion was made by Director Allen to approve the agenda. The motion was seconded by Director Brennan and was approved 3-0 since Director Anderssen had not yet arrived at the meeting.

**PUBLIC COMMENT:** None

**ACTION ITEMS:**

A motion was made by Director Brennan to approve the minutes of the special meeting held November 20, 2017. The motion was seconded by Director Anderssen and was approved 3-0.

Finance consultant Eric Harris presented the financial statements and reviewed the budget highlights for the period noting that the final debt service payment was made on December 1<sup>st</sup>. This final payment resulted in the mill levy dropping 22 mills.

Pursuant to discussion, a motion was made by Director Anderssen to accept the financial report and items from the finance consultant. The motion was seconded by Director Brennan and was approved unanimously.

A motion was made by Director Rosenkrans to ratify the payables in the total amount of \$2,959,729.09 which includes \$60,370.99 for the General Fund/Debt Service and \$275,507.54 for the Enterprise Fund (check numbers 23196 through 23249) and all electronic payments (totaling \$2,684,221.55). The motion was seconded by Director Allen and was approved unanimously.

Manager Nikkel addressed the Board regarding easements for the Lagae development and an agreement for a temporary water line in Planning Area 6 in the Lagae parcel. Pursuant to discussion, four motions were made, as follows:

- 1) A motion was made by Director Rosenkrans to approve two quit claim deeds vacating three easements, previously granted from RI Management and LS Partners, in Lagae Ranch Filing 1, 1<sup>st</sup> Amendment. The motion was seconded by Director Allen and was approved unanimously;
- 2) A motion was made by Director Allen to accept two sanitary sewer and two water easements for Planning Area 6, Lagae Ranch Filing 1 from RI Management. The motion was seconded by Director Brennan and was approved unanimously;
- 3) A motion was made by Director Brennan to accept two sanitary sewer and two utilities easements for Lagae Ranch Filing 1, 1<sup>st</sup> Amendment from LS Partners and RI Management. The motion was seconded by Director Anderssen and was approved unanimously;
- 4) A motion was made by Director Brennan to accept a temporary water line agreement between LS Partners and the District for Lagae Ranch Filing 1, 1<sup>st</sup> Amendment. The motion was seconded by Director Allen and was approved unanimously.

Manager Nikkel addressed the Board regarding a Surface Use Agreement and accompanying easements between the District and Anadarko/Kerr-McGee Oil & Gas Onshore LP (Kerr-McGee). The agreements and easements concern 17 acres owned by the District in northern Colorado and Kerr-McGee's right to develop wells on the property. Pursuant to discussion, a motion was made by Director Rosenkrans to accept the Surface Use Agreement with Kerr-McGee. The motion was seconded by Director Anderssen and was approved unanimously. An additional motion was made by Director Allen to conditionally grant two easements for electric utilities with United Power subject to final negotiation on the included exhibits and final wording to be approved by Manager Nikkel and attorney Austin Hamre. The motion was seconded by Director Rosenkrans and was approved unanimously.

Sara O'Keefe of Turn Corps presented the results of the recently completed resident survey. She also reviewed public engagement plans for 2018.

Parks and Open Space Manager Craig Miller reviewed his monthly report updating the Board with regard to ongoing open space management projects including the installation of new playground equipment, specifically designed for autistic children, at Coyote Ridge Park.

Manager Nikkel reviewed his monthly report and announced that public relations consultant Sean Walsh would be terminating his contract for ongoing outreach efforts on behalf of the District as of December 31, 2017.

Legal counsel Joan Fritsche informed the Board that she had been continuing to work on easement issues with the Lagae development and the fence encroachment issue.

**DIRECTOR COMMENTS:** Director Rosenkrans indicated that three or more Directors may be attending the upcoming swearing-in of the City of Castle Pines mayor and council members so it may be necessary for the District to post that event.

**PUBLIC COMMENTS:** None

At 7:40 p.m. a short break was taken to give Directors an opportunity to sign documents.

At 8:00 p.m. a motion was made by Director Rosenkrans for the Board and Jim Nikkel to go into executive session pursuant to C.R.S. §24-6-402(4)(f) concerning the District Manager's annual performance evaluation.

The regular meeting was resumed at 8:23 p.m. and, with all other business to come before the Board having been addressed, the meeting was adjourned.