

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
October 15, 2018 – 6:00 p.m.**

HELD: Monday, October 15, 2018 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado.

ATTENDEES: Directors David McEntire, Denise Crew, Robert Merritt and Norman Froman were present. Also present were District Manager Jim Nikkel, District Administrator Janet Burnham and Parks & Open Space Manager Craig Miller. Also in attendance were finance manager Amanda Castle of Pinnacle Consulting Group, District legal counsel Kim Seter and Beth Dauer, and Erik Helgeson of Bartle Wells Associates. Approximately ten residents attended, as well.

CONFLICTS: None

QUORUM: Present

Director McEntire noted that he had received and accepted a letter of resignation from Director Kathy Rosenkrans.

APPROVAL OF AGENDA: Director McEntire requested two changes to the agenda: 1) following item 5, add a courtesy public hearing regarding the proposed 2019 rates and fees; and 2) remove the various staff reports, items 8, 9, 10, and 11, and rely on the written reports instead. A motion was made by Director Merritt to approve the agenda, as amended. The motion was seconded by Director Crew and was approved 4-0.

PUBLIC COMMENT: None

Erik Helgeson of Bartle Wells presented the 2019 rate study methodology and results. Subsequent to addressing questions from the Board, the meeting was opened to attendees for questions or concerns regarding the proposed rates. One resident expressed his concern about how the fixed fees affect low-use customers. He also asked the Board about the status of their renewable water plan.

ACTION ITEMS:

A motion was made by Director Froman to approve the minutes of the regular meeting held September 17, 2018. The motion was seconded by Director Crew and was approved unanimously.

A motion was made by Director Merritt to approve the minutes of the special meeting held September 21, 2018. The motion was seconded by Director Crew and was approved 3-0 with Director Froman abstaining since he was not present at the meeting.

Finance Manager Amanda Castle provided a high-level review of the proposed 2019 budget.

Ms. Castle continued with a review of the monthly financial report. With no further questions from the Board, a motion was made by Director Crew to accept the financial report, as presented. The motion was seconded by Director Merritt and was approved unanimously.

A motion was made by Director Crew to ratify the payables in the total amount of \$2,350,967.25 which includes \$68,032.38 for the General Fund/Debt Service and \$286,950.87 for the Enterprise Fund (check numbers 23869 through 23923) and all electronic payments (totaling \$1,995,984). The motion was seconded by Director Froman and was approved unanimously.

Manager Nikkel addressed the Board regarding a sanitary sewer access easement for lot 235 of Lagae Ranch. The easement is primarily a housekeeping measure to address a request by the South Metro Fire District. Pursuant to discussion, a motion was made by Director Merritt to accept the easement, as presented. The motion was seconded by Director Froman and was approved unanimously.

Subsequent to providing statements regarding District Manager Jim Nikkel, a motion was made by Director Froman to terminate the employment contract of Mr. Nikkel, effective immediately. The motion was seconded by Director Crew and was approved unanimously.

A motion was made by Director Merritt to appoint Directors McEntire and Crew to form a search committee for the purpose of finding a permanent District Manager. The motion was seconded by Director Froman and was approved unanimously.

A motion was made by Director McEntire to appoint Jim Worley as interim manager, effective immediately. The motion was seconded by Director Crew and was approved unanimously.

DIRECTOR COMMENTS: Nothing further

PUBLIC COMMENTS: None

With all other business to come before the Board having been addressed, the meeting was adjourned at 7:49 p.m.