

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR MEETING MINUTES  
March 19, 2018 – 6:00 p.m.**

**HELD:** Monday, March 19, 2018 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

**ATTENDEES:** Directors Kathy Rosenkrans, Stephen Allen, and Dave Brennan were present. Director David Necker participated via telephone and Director Eric Anderssen joined the meeting at 6:30 p.m. 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 Joan Fritsche, and communications consultants Sara O'Keefe and Bryan Blakely of Turn Corps. Three residents also attended.

**CONFLICTS:** None

**QUORUM:** Present

**APPROVAL OF AGENDA:** A motion was made by Director Brennan to approve the agenda. The motion was seconded by Director Allen and was approved unanimously.

**PUBLIC COMMENT:** Barb Saenger of the Pine Ridge HOA addressed the Board regarding the HOA's annual use of a goat herd to assist with fire mitigation. Ms. Saenger asked if the District, as in years past, could provide financial support for the project as well as some water for the goats.

**ACTION ITEMS:**

A motion was made by Director Brennan to approve the minutes of the regular meeting held February 20, 2018. The motion was seconded by Director Rosenkrans and was approved unanimously.

Finance manager Amanda Castle presented the financial report and reviewed budget variances. A motion was made by Director Allen to accept the financial report as presented. 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 \$451,283.38 which includes \$98,538.75 for the General Fund/Debt Service and \$259,138.00 for the Enterprise Fund (check numbers 23196 through 23249) and all electronic payments (totaling \$93,606.63). The motion was seconded by Director Allen and was approved unanimously.

Manager Nikkel addressed the Board regarding a housekeeping item intended to clean up an easement agreement dating back to 2008. The original public utility and access easement granted the Castle Pines Metro District the right to construct a water line on CPMD property. At a later date, ownership of the water line was conveyed to the ownership of CPMD but conveyance of the easement was not included in that transfer. Pursuant to discussion, a motion was made by Director

Allen to approve the Assignment and Assumption of Easement Agreement on behalf of Castle Pines Metropolitan District. The motion was seconded by Director Rosenkrans and was approved unanimously.

Manager Nikkel addressed the Board regarding a request from Xcel Energy for an easement between the District office and the neighboring field so that Xcel can run a gas line along the bike path to its existing easement along Castle Pines Parkway for eventual access to The Canyons project. Pursuant to discussion, a motion was made by Director Brennan to approve the Gas Easement. The motion was seconded by Director Rosenkrans and was approved unanimously.

Staff member Nathan Travis provided the Board with a presentation on the District's new GIS program for utility facilities maintenance and tracking.

Sara O'Keefe of Turn Corps updated the Board regarding public outreach efforts including an overview of planned key activities for the year.

Parks & Open Space Manager Craig Miller provided an update regarding ongoing projects.

Manager Nikkel reviewed his monthly report including updates regarding the Chatfield Reallocation Project and the Lagae development.

Legal counsel Joan Fritsche addressed the Board regarding the Special Districts Association legislative bill tracker. In particular, Joan discussed HB18-1039 which would move special district elections from May of even numbered years to May of odd numbered years.

**DIRECTOR COMMENTS:** Director Brennan noted that CPN HOA 1 moved its meeting to March 28, 2018 and that perimeter fencing is an agenda item.

**PUBLIC COMMENTS:** None

At 7:25 p.m. a motion was made by Director Rosenkrans for the Board to go into executive session with Jim Nikkel, pursuant to C.R.S. §24-6-402(4)(e) for the purpose of receiving legal advice and instructing negotiators concerning contractual matters.

The regular meeting was resumed at 7:50 p.m. and, with all other business to come before the Board having been addressed, the meeting was adjourned.