

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR MEETING MINUTES  
January 16, 2018 – 6:00 p.m.**

**HELD:** Tuesday, January 16, 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, David Necker and Dave Brennan were present. Director Eric Anderssen was absent (excused). Also present were District Manager Jim Nikkel and District Administrator Janet Burnham. 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.

**CONFLICTS:** None

**QUORUM:** Present

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

**PUBLIC COMMENT:** None

**ACTION ITEMS:**

A motion was made by Director Brennan to approve the minutes of the regular meeting held December 18, 2017. The motion was seconded by Director Allen and was approved 3-0 with Director Necker abstaining since he was not present at that meeting.

Finance manager Amanda Castle presented a modified financial statement and reviewed the budget highlights for the period noting that the December 31, 2017 year-end reports will be presented at the February meeting. Pursuant to discussion, a motion was made by Director Brennan to accept the financial report. The motion was seconded by Director Necker and was approved unanimously.

A motion was made by Director Allen to approve/ratify the payables in the total amount of \$1,019,531.48 which includes \$229,702.54 for the General Fund/Debt Service and \$695,362.15 for the Enterprise Fund (check numbers 23250 through 23330) and all electronic payments (totaling \$94,466.79). The motion was seconded by Director Rosenkrans and was approved unanimously.

Manager Nikkel addressed the Board regarding an access easement from R.I. Management granting the District access for Lift Station 9. Pursuant to discussion, a motion was made by Director Necker to accept the access easement from R.I. Management. The motion was seconded by Director Brennan and was approved unanimously.

District counsel, Joan Fritsche, provided a brief overview of the 2018 Enterprise Resolutions and explained why they are necessary to verify exemption of the District's enterprise functions from TABOR limitations. Pursuant to discussion, a motion was made by Director Allen to approve the resolutions, as follows:

- Resolution No. 2018-001 Water Enterprise
- Resolution No. 2018-002 Sewer Enterprise
- Resolution No. 2018-003 Storm Drainage

The motion was seconded by Director Rosenkrans and was approved unanimously.

Joan also presented the 2018 Annual Administration Resolution and reviewed the included action items that conform to statutory requirements. Per the Resolution, the Board elected the following officers for 2018:

- Director Kathy Rosenkrans, President
- Director David Brennan, Vice President
- Director Eric Anderssen, Treasurer
- Janet Burnham, Secretary to the Board

A motion was made by Director Allen to approve Resolution No. 2018-004 Annual Administration, accordingly. The motion was seconded by Director Necker and was approved unanimously.

Sara O'Keefe of Turn Corps addressed the Board regarding the previous and upcoming HOA and all-community presentations by the District and the January bill insert which highlighted the mill levy reduction and the 2018 rates.

Manager Nikkel reviewed his monthly report including updates on the Chatfield Reallocation Project and PCWRA, and a fire mitigation request from South Metro Fire.

Legal counsel Joan Fritsche informed the Board that the HOA 1 fence issue had been addressed directly with the affected homeowners. She also reviewed election matters, particularly in regard to a potential ballot question.

**DIRECTOR COMMENTS:** None

**PUBLIC COMMENTS:** None

At 7:25 p.m. a motion was made by Director Rosenkrans to go into executive session pursuant to C.R.S. §24-6-402(4)(e) for the purpose of developing strategy for negotiations, instructing negotiators, and determining positions relative to contracts for service that may be subject to negotiations.

The regular meeting was resumed at 8:30 p.m. and, with all other business to come before the Board having been addressed, the meeting was adjourned.

**CASTLE PINES NORTH METROPOLITAN DISTRICT**

**ATTORNEY'S STATEMENT RE:  
MINUTES OF THE EXECUTIVE SESSION  
OF THE BOARD OF DIRECTORS**

**January 16, 2018**

I, Joan M. Fritsche, herewith make the following signed statement in accordance with C.R.S. Section 24-6-402(2)(d.5)(II)(B):

1. I am an attorney serving as general counsel to the local public body of the Castle Pines North Metropolitan District, Douglas County, Colorado (CPNMD).
2. The Board of Directors of CPNMD met with Jim Nikkel and me in executive session during its regular board meeting on January 16, 2018 pursuant to C.R.S. §24-6-402(4)(e) for the purpose of developing strategy for negotiations, instructing negotiators, and determining positions relative to contracts for service that may be subject to negotiations.
3. The executive session lasted from approximately 7:25 p.m. to 8:30 p.m. The executive session was not recorded based upon my opinion that the discussion constituted privileged attorney-client communication.

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Joan M. Fritsche  
Attorney for CPNMD

As President of the Board of Directors of CPNMD, I attest that the portion of the executive session that was not recorded was confined to the topic authorized for discussion in an executive session pursuant to C.R.S. subsection (4)(b) of Section 24-6-402.

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Kathy Rosenkrans, Acting President of Board of Directors  
Castle Pines North Metropolitan District