

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
January 19, 2016 – 6:00 p.m.**

HELD: Tuesday, January 19, 2016 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Rock, Colorado.

ATTENDEES: Directors Keith Dodd, Kathy Rosenkrans, Eric Anderssen, Eric Edwards and Stephen Allen were present. Also present were District Manager Jim Nikkel, Parks & Open Space Manager Craig Miller, 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 Pete Webb and Taunia Hottman. Paul Wisor of Ehlers 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 Anderssen and was approved unanimously.

PUBLIC COMMENT: None

ACTION ITEMS:

A motion was made by Director Allen to approve the minutes of the regular meeting held November 16, 2015. The motion was seconded by Director Rosenkrans and was approved 3-1 with Director Anderssen abstaining since he was not present at that meeting.

A motion was made by Director Rosenkrans to approve the minutes of the special meeting held December 14, 2015. The motion was seconded by Director Allen and was approved unanimously.

Amanda Castle reviewed the financial statements and addressed questions from the Board. Overall, between some expenses coming in lower than anticipated and some revenues coming in higher, by 12/31/15 the budget was on target. A motion was made by Director Anderssen to accept the financial report and items from the Finance Manager. The motion was seconded by Director Edwards and was approved unanimously. Amanda also addressed the draft public budget message and requested comments from the Board.

Pursuant to discussion, a motion was made by Director Dodd to approve/ratify the payables in the total amount of \$536,536.01 which includes \$140,848.92 for the General Fund/Debt Service and \$736,095.20 for the Enterprise Fund (check numbers 21529 through 21637) and all electronic payments (totaling \$147,966.01). The motion was seconded by Director Allen and was approved unanimously.

Legal counsel Joan Fritsche explained the three enterprise resolutions which are adopted annually to affirm, if applicable, the District's enterprise status for its three service activities – water, sanitary sewer and storm water. Pursuant to discussion, a motion was made by Director Allen to approve the three resolutions:

No. 2016-002 Water Activity Enterprise;

No. 2016-003 Sanitary Sewer Activity Enterprise;

No. 2016-004 Storm Drainage Activity Enterprise.

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

Counsel Fritsche reviewed the annual administrative resolution and addressed questions from the Board. A motion was made by Director Anderssen to approve Resolution No. 2016-001 Annual Administration, as amended to include the following election of Board officers for the calendar year 2016:

President – Keith Dodd

Vice President – Kathy Rosenkrans

Treasurer – Eric Anderssen

Director – Stephen Allen

Director – Eric Edwards

The resolution also continues the appointment of Janet Burnham as Secretary to the Board.

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

Counsel Fritsche explained the election resolution and addressed questions from the Board. A motion was made by Director Edwards to approve Resolution No. 2016-005 Calling for the 2016 Regular Election and Appointing a Designated Election Official. The motion was seconded by Director Allen and was approved unanimously.

Amanda reviewed the proposal from ACM to provide audit services to the District. Amanda explained the proposal process and why she and Pinnacle Consulting recommend ACM. After questions from the Board were addressed, a motion was made by Director Edwards to accept the proposal from ACM. The motion was seconded by Director Anderssen and was approved unanimously.

Taunia Hottman of Webb Strategic provided an update on communications noting the strategic news release, circulation of the newsletter via email, and The Connection ad regarding the water plan.

Parks and Open Space Manager Craig Miller reviewed his monthly report and addressed questions from the Board.

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including the Chatfield Reallocation Project and the public presentations regarding the water plan.

Legal counsel Joan Fritsche informed the Board that during the last month she had been primarily working on finalizing the dissolution of the Finance Corporation and working on election issues.

At 7:25 p.m. a motion was made by Director Dodd to convene a meeting as the Castle Pines North Finance Corporation. The motion was seconded by Director Edwards and was approved unanimously.

At 7:33 p.m. a motion was made by Director Allen to reconvene as the Castle Pines North Metropolitan District. The motion was seconded by Director Edwards and was approved unanimously.

At 7:35 p.m. a motion was made by Director Dodd to go in to executive session pursuant to §24-6-402(4)(b) and (e), C.R.S. to confer with an attorney for the purpose of receiving legal advice on specific legal questions, and to instruct negotiators concerning District contracts for services. The motion was seconded by Director Edwards and was approved unanimously.

At 8:59 p.m. the Board came out of executive session and reconvened the regular meeting.

With all other business to come before the Board having been addressed, the meeting was adjourned.