

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
April 15, 2019 – 6:00 p.m.**

HELD: Monday, April 15, 2019 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado.

ATTENDEES: Directors David McEntire, Denise Crew, Charles Lowen, and Chris Lewis were present. Director Robert Merritt was absent and excused. Also present were District Manager, Jim Worley; legal counsel, Elizabeth A. Dauer, Esq.; Finance Director, Amanda Castle; Open Space Manager, Craig Miller; and Castle Pines City Council member Deborah Mulvey.

CONFLICTS: None.

QUORUM: Present.

APPROVAL OF AGENDA: A motion was made by Director Lowen to approve the agenda as presented. The motion was seconded by Director Lewis and was approved 4-0.

APPROVE MINUTES OF REGULAR MEETING OF March 18, 2019: A motion was made by Director Lewis to approve the minutes as presented. The motion was seconded by Director Lowen and was approved 4-0.

PUBLIC COMMENT: Councilwoman Deborah Mulvey spoke in her capacity as a resident of the District. She noted her thanks for the District and Castle Pines Park Authority's efforts to provide inclusive children's playground equipment and reported on the grand opening ceremony of the new equipment at the park.

OPEN SPACE MANAGER'S REPORT: District Open Space Manager, Craig Miller presented his report. Mr. Miller explained the purpose of bare root trees and reported on new tree plantings in the District. Mr. Miller also reported on the high degree of salinity in District medians due to plowing activities. He reported on a retaining wall that is bowing outward that the District is planning to repair. He responded to questions regarding code requirements for District signage and removal of obstructions. Mr. Miller reported that the HOA reports that homeowners are responsible for the maintenance of the fence along Castle Pines Parkway.

LEGAL COUNSEL'S REPORT: Legal Counsel presented the legal status report. She inquired regarding the status of the Board's consideration of the developer warranty period for Lagae Ranch improvements and the contract with C.R.S. for payroll and utility billing. Director McEntire reported that these items remain under consideration, but that Board action is likely at the May meeting.

Counsel and Director McEntire presented information regarding the proposed \$2,500 increased renewable water investment tap fee. Director McEntire explained that the fee will be imposed at the time of building permit for new development and will not be an expense borne by the existing residents of the District. Director McEntire also noted that all statutory notice for fee increases were achieved prior to Board consideration of the fee resolution. A motion was made by Director McEntire that the Board adopt the renewable water resolution, which is a \$10,000 per tap increase over the course of 2019 for those pursuing additional taps for new development, and to authorize the execution of same. The motion was seconded by Director Lowen and was approved 4-0.

DISTRICT MANAGER'S REPORT: The District Manager reported on the successful grand opening of the playground equipment for children with developmental disabilities.

ACTION ITEMS:

Finance Director, Amanda Castle, presented the District financial report for the period ending March 31, 2019. Pursuant to discussion amongst the Board, a motion was made by Director McEntire to accept the financial report as presented. The motion was seconded by Director Lewis and was approved 4-0.

Finance Director, Amanda Castle, presented checks numbered 24255-24313 for approval/ratification. Pursuant to discussion amongst the Board, a motion was made by Director McEntire to approve/ratify the current payables for the month of March 2019 as presented. The motion was seconded by Director Crew and was approved 4-0.

Ms. Castle reported on the possible need to amend the budget due to an anticipated overage to include the C.R.S. utility and billing contract and additional audit costs. Conversely, she noted that the enterprise fund will be well under budget. Ms. Castle noted that all the field work is complete for the PERA audit and presented the possibility of a file audit to determine the location of District files. Director McEntire proposed a preapproval system with Pinnacle for extra expenditures incurred on various projects. The District Manager thanked everyone at Pinnacle for the swift production of documentation requested by Parker Water and Sanitation District.

DIRECTOR'S MATTERS: Director Crew provided an update on the Castle Pines North Park Authority potential dissolution. She reported that the dissolution agreement remains under consideration by the Parks Authority board and will be discussed at the upcoming Parks Authority meeting.

Director Lowen inquired concerning the statutory requirements for budget amendments and Ms. Castle responded to questions regarding same.

PUBLIC COMMENT: Councilwoman Mulvey reported that the City has a memo regarding the City's use of salt for plowing activities. She reported that the City is using

less than the recommended rate of salt and noted that it is a balance between safety and the esthetics of the community.

ADJOURN: With all other business to come before the Board having been addressed, Director Lowen moved that the meeting be adjourned at 7:15 p.m. The motion was seconded by Director Lewis and was approved 4-0.

DRAFT