

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
JULY 20, 2020 – 6:00 p.m.**

HELD: Monday, July 20, 2020 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado.

ATTENDEES: Directors David McEntire, Robert Merritt, Charles Lowen, and Chris Lewis were present. Also present was District Manager, Jim Worley; District Legal Counsel, Kim J. Seter, Esq.; District Finance Director, Eric Harris; Communications Director, Ken Smith; Parks & Open Space Manager, Craig Miller; and Castle Pines City Council's Designated Liaison to CPNMD, Deborah Mulvey.

CONFLICTS: None.

QUORUM: Present.

APPROVAL OF AGENDA OF THE JULY 20, 2020 REGULAR MEETING OF THE BOARD OF DIRECTORS AND MINUTES OF REGULAR MEETING OF JUNE 15, 2020:

Upon motion by Director Lewis and second by Director Lowen, the agenda of the July 20, 2020 regular meeting and the minutes of the June 15, 2020 meetings were approved as presented.

PUBLIC COMMENT: None.

REPORT FROM DEBORAH MULVEY, CASTLE PINES CITY COUNCIL'S DESIGNATED LIASION TO CPNMD: Councilwoman Mulvey reported that she is making herself available for constituent meetings. She discussed the COVID-19 mask order, the availability of free COVID-19 testing, the meeting regarding the dissolution of the Master Association, vandalism, City rec center project, fire mitigation, fiberoptic cables and the City's conduit, and the fence along Castle Pines Parkway.

OPEN SPACE MANAGER'S REPORT: Craig Miller, open space manager, presented his report. He discussed an incident regarding teens driving a golf cart on streets, sidewalks, and District property and noted that the sheriff was called due to the violation. Director McEntire discussed the transfer of neighborhood entry ways and adjacent property to HOAs. Mr. Miller discussed xeriscaping of residential lawns as a fire mitigation tool. He noted that neighborhood entryways in the open space are solely xeriscape. Director Lowen thanked Mr. Miller for completing the sod project at Monarch. District Manager Worley volunteered to contact the City of Castle Pines to request reimbursement of the sodding project at Castle Pines Parkway and Monarch from the retainage the City held from their contractor.

FINANCE DIRECTOR'S REPORT:

District Finance Director, Eric Harris, presented the financial report. He noted that the District applied for coronavirus relief funds and noted that he will update the Board concerning receipt of same. He noted the District held \$282,000 in conservation trust funds which may only be used to pay for park and recreation project expenses.

The Board reviewed and discussed the District financial report for the period ending June 30, 2020. Upon discussion, a motion was made by Director McEntire to accept the financial report as presented. The motion was seconded by Director Merritt and was approved 4-0.

The Board considered checks numbered 25260 -25355 for approval/ratification. Pursuant to discussion amongst the Board, a motion was made by Director McEntire to approve/ratify the current payables through the month of June 2020 as presented. The motion was seconded by Director Merritt and was approved 4-0.

2019 FINANCIAL AUDIT:

Mr. Harris discussed the final 2019 financial audit prepared by RubinBrown. He noted that it was an unmodified opinion. The Board reviewed and discussed the draft 2019 financial audit. Upon discussion, a motion was made by Director McEntire to accept the final 2019 financial audit as presented. The motion was seconded by Director Merritt and was approved 4-0.

LEGAL COUNSEL'S REPORT:

Legal Counsel, Kim Seter, presented the legal status report. He discussed the fence resolution and related easement, noting the change in the document from an easement to a license. Mr. Seter discussed the Master Association agreement to waive claims and consenting to dissolution and his communications with counsel for same. He noted the removal of the hold harmless provision from the Master Association resolution because the District is legally unable to provide such a promise.

Director McEntire discussed the Lagae lift station and requested the preparation of a document memorializing the repairs made, history, and related warranty period for future reference and to clarify the matter.

Upon discussion, a motion was made by Director McEntire to approve the agreement waiving claims against the Master Association and consenting to its dissolution as presented. The motion was seconded by Director Lewis and was approved 4-0.

DISTRICT MANAGER'S REPORT:

The District Manager, Jim Worley, presented his report. He requested Board discussion regarding the contribution request from the Castle Pines Chamber of Commerce.

Director McEntire discussed passing a resolution outlining the use of district funds should the board determine to contribute to the Chamber. He requested that District Manager Worley notify the Chamber of Commerce that a decision would be made at the August meeting.

Mr. Worley reported he now has a standing, monthly meeting to maintain open communication with City representatives Larry Nimmo and Michael Penny.

DIRECTORS' MATTERS:

Director McEntire requested that legal counsel include a discussion on the status of the Castle Pines North Foundation on the August legal status report. He also reiterated his position that the District cease, for the foreseeable future, from issuing will-serve letters and approvals for re-zoning.

ADJOURN: With all other business to come before the Board having been addressed, Director Lewis moved that the meeting be adjourned at 8:03 p.m. The motion was seconded by Director Lowen and was approved 4-0.