

**CASTLE PINES NORTH METROPOLITAN DISTRICT
SPECIAL MEETING MINUTES
December 12, 2016 – 6:00 p.m.**

HELD: Monday, December 12, 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, and Stephen Allen were present. Director Eric Edwards was absent (excused). 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 Brian Blakely, Sara O’Keefe and Alex Kaney of IQu Strategies.

CONFLICTS: None

QUORUM: Present

APPROVAL OF AGENDA: Manager Jim Nikkel requested that the agenda be amended to add that the resolution to be approved in item 5.G. amends Resolution No. 2013-006. A motion was made by Director Anderssen to approve the agenda, as amended. The motion was seconded by Director Rosenkrans 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 21, 2016. The motion was seconded by Director Anderssen and was approved unanimously.

Finance Manager Amanda Castle presented the financial statements and finance highlights and addressed questions from the Board. Amanda explained that the financial statements were the same as the previous months due to the need to have any early December meeting (in order to set the mill levy by December 15th) which precluded having updated data. Pursuant to discussion, a motion was made by Director Allen to accept the financial report and items from the Finance Manager. The motion was seconded by Director Rosenkrans and was approved unanimously.

A motion was made by Director Dodd to approve/ratify the payables in the total amount of \$4,362,997.93 which includes \$13,569.24 for the General Fund/Debt Service and \$73,959.72 for the Enterprise Fund (check numbers 22456 through 22462) and all electronic payments (totaling \$4,275,468.97). The motion was seconded by Director Anderssen and was approved unanimously.

A motion was made by Director Rosenkrans to reschedule the regular meeting of January 16, 2017 to January 17, 2017 at 6:00 p.m. to accommodate the Martin Luther King holiday. The motion was seconded by Director Anderssen and was approved unanimously.

Sara O'Keefe provided a presentation on the results of the survey that was conducted in November. She also gave an update on recent public engagement activities done by IQU Strategies and addressed questions from the Board.

Manager Nikkel provided a presentation on the District's revised water plan which has been scaled back in scope to make it less expensive and, it is hoped, more palatable to residents. Jim also introduced three resolutions which District Counsel explained in detail.

Pursuant to discussion, the three resolutions were approved, as follows:

- A motion was made by Director Dodd to approve Resolution No. 2016-008, amending Resolution No. 2013-006, Amended Renewable Water Resources Fee. The motion was seconded by Director Allen and was approved unanimously;
- A motion was made by Director Dodd to approve Resolution No. 2016-009 Adopt 2017 Rates, Fees, Penalties, and Charges. The motion was seconded by Director Anderssen and was approved unanimously;
- A motion was made by Director Dodd to approve Resolution No. 2016-010 Adopt the 2017 Budget, Appropriate Funds, and Set Mill Levies, subject to a revision to Section 4. The motion was seconded by Director Rosenkrans and was approved unanimously.

A motion was made by Director Dodd to establish a committee to complete an annual performance and salary review of the District Manager. The committee will be headed by Director Rosenkrans who will be joined by Directors Allen and Anderssen. The goal will be to complete the review by the end of January 2017. The motion was seconded by Director Allen and was approved unanimously.

Parks and Open Space Manager Craig Miller reviewed his monthly report updating the Board with regard to ongoing open space management projects and addressed questions from the Board.

Sara O'Keefe addressed the Board regarding ongoing communications efforts including the successful recently held public forums.

Manager Nikkel reviewed his monthly report and provided the Board with updates on various issues including the new bill format, the Chatfield project and the Pond 12 project.

Legal counsel Joan Fritsche informed the Board that the A & A litigation is complete and the Lagae easements are moving forward.

With all other business to come before the Board having been addressed, the meeting was adjourned at 7:18 p.m.