

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
CASTLE PINES METROPOLITAN DISTRICT
ALL ATTENDEES PARTICIPATED VIA ZOOM TELECONFERENCE**

Held: Thursday, February 4, 2021, 9:00 a.m., at 5880 Country Club Drive, Castle Rock, Colorado

A special meeting of the Board of Directors of the Castle Pines Metropolitan District, Douglas County, Colorado, was called and held as shown above and in accordance with the applicable statutes of the state of Colorado, with the following Directors, constituting a quorum, present, and acting:

Rick Huser
Mike Lanam
Dick Munday
Craig Sundquist
Tad Walden

Also present were: Burt Knight, Sue Mantz, Jason LeTellier, LeAnna Gonzales, Tracy Adams, District Staff; Tom George, District Counsel, Spencer Fane, LLP; Mark Larson, General Manager, Castle Pines Homes Association; Kim Dadlani, Co-Chair of the Water Committee; Cassie Vetter, Chairperson of the Infrastructure Committee; Will Koger, John Henry; Forsgren Associates; Andrea Cole, Business Development Consultants, Olsson, Inc.; Todd Ritchie, HSS; William Calhoun, Cici Holbrook, Ray Haley, Victor Pluto, Carl Pendleton, Bill Dehn, James Adams, Tom Miller, Tom Sims, David King, Ion S., Norm, members of the public.

Potential Conflict of Interest Disclosures

It was noted that disclosure statements have been filed on behalf of the members of the Board with the Office of the Colorado Secretary of State. District Counsel Mr. George stated that no additional potential conflicts of interest were identified specific to today's agenda.

Approval of the Agenda

Director Sundquist made a motion to approve the agenda, seconded by Director Munday. A vote was called and the motion passed unanimously.

Action Items

Consider Approval of 2021 Water Conservation Program – Director Huser made a motion to approve the 2021 Water Conservation Program, seconded by Director Sundquist. Director Huser expressed the necessity and his approval of the Water Conservation Program for the District. Director Huser said Mr. Knight has analyzed the current budget and the additional funding needed for the conservation program can be funded through savings and reallocating funds within the budget. Mr. Huser introduced Mr. Kim Dadlani for the PowerPoint presentation of the 2021 Water Conservation Program. Concluding his presentation, Mr. Dadlani answered questions from the Board and noted that the proposal is also asking for a water conservation

reimbursement agreement, a way for sub-associations to seek assistance. The plan also reflects an additional \$300K in requested funding for the conservation efforts.

A vote was called and the motion passed unanimously.

Consider Approval of Policy #2021-001- District Assumption of Infrastructure Improvements – Director Sundquist made a motion to approve policy #2021-001, District Assumption of Infrastructure Improvements, seconded by Director Lanam. Director Lanam introduced Ms. Cassie Vetter, Chairman of the Infrastructure Committee. Ms. Vetter shared that this policy was recommended unanimously by the committee. Director Lanam said this policy is meant to strengthen current District policy and is for the betterment of the community as a whole.

Director Walden asked how this policy impacts the contingency line item in the 2021 budget amount for the Morning Star construction. Director Lanam said it is included in the contingency account that consists of projects that the Board may consider. Director Walden said the Board has not completed their discussion of the Morning Star project and is asking how this policy will impact that discussion. Director Lanam said the policy would be the guidance that we would use in considering it. Director Walden asked if the approval of the Morning Star work would conflict with the policy? Director Lanam responded in the affirmative.

A vote was called, and the policy passed with a 4-1 vote, with Director Walden opposed.

Consider Approval of Signature Card Changes – Director Huser made a motion to Approve Signature Card Changes, seconded by Director Lanam. Ms. Mantz is requesting to update the signature cards removing the administrator from all District accounts and adding the operations superintendent as a signer on the Wells Fargo checking account and Colotrust account. Ms. Mantz reminded the Board that all checks require two signatures. Director Walden asked who is authorized to sign and Ms. Mantz responded that all board members, Mr. Knight, and the proposed action to add the operations superintendent.

A vote was called and unanimously passed.

Discussion Items

Update on the Infrastructure Committee Progress – Director Huser turned the discussion over to Ms. Cassie Vetter, Chairman of the Infrastructure Committee who introduced Mr. James Adams of Forsgren Associates who will join Ms. Vetter in the presentation of the Long Range Road Maintenance Plan. Mr. Knight said, during the presentation, that this overview is a broad concept of the road maintenance plan and that the plan will be revised yearly based on the road needs. Mr. Knight said this presentation is to inform the board of the concept used to develop the plan and with Board approval, staff will modify the 2021 budget and implement projects. Mr. Knight said Forsgren is also tasked with putting together a 10-year capital budget, where the

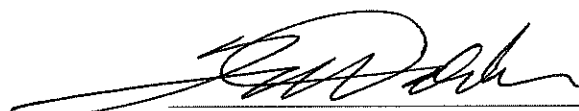
District can anticipate future costs. The Board discussed implementation strategies for 2021. Mr. Knight indicated he will look for consultant help to implement projects. Future work will be the responsibility of the District Project Manager. Mr. Knight said this presentation is our first step, if the Board supports the concept for the plan, staff will bring back the project list and show modifications to the 2021 budget. Director Walden asked how long will it take to do that and Mr. Knight said we will do it as quickly as we can.

Discussion Regarding Security Needs Assessment for District Facilities – Mr. LeTellier said we are working towards improving our camera system, we know that our current system is out of date. We have reached out to a couple of vendors to help us identify our weakness with the security system and what needs to be done to bring it to current standards. We have developed a phased approach where we address the high-priority areas. Mr. LeTellier introduced Mr. Todd Ritchie for his presentation of his analysis. Mr. Ritchie answered questions from the Board. Mr. Walden does not want to adopt a 100% analytic camera option and said we need to develop a policy of how long we will keep content. Director Lanam proposed to authorize approving the first phase (Option B) and the second phase (including the WTP's). Mr. Knight said the project will be redefined to include cameras at the WTP's and brought back to the Board in February.

Adjourn

There being no further business to come before the Board, and upon motion duly made, seconded, and unanimously carried, the Board recessed the regular meeting at 12:05 p.m.

The Board of Directors approved the foregoing minutes on the 24th of February 2021. The preceding constitutes a true and correct copy of the minutes of the above-referenced meeting.



Secretary