

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

Held: Monday, November 22, 2021, 9:00 a.m., at 5880 Country Club Dr., 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: Sue Mantz, Jason LeTellier, LeAnna Gonzales, District Staff; Tracy Adams; Tom George, Spencer Fane; Josh Shackelford, Olsson.

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 Huser made a motion to approve the agenda, seconded by Director Sundquist.

The Board unanimously approved the agenda.

Action Items

**Ratify Appointment of Interim District Manager Selection** – Director Huser made a motion to Ratify the appointment of Josh Shackelford as Interim District Manager, seconded by Director Sundquist.

The Board unanimously approved the motion.

Discussion Items

**2022 Draft Budget** – Ms. Mantz presented the 4<sup>th</sup> 2022 Draft Budget. The first 3 pages are a summary of the draft budget. The final Assessed Valuation from Douglas County of \$178,278,020 is listed on page 4.

On page 6, the General fund has a negative variance of \$440,000 (Excess of Revenue over (under) expenditures) that would need to be accessed from reserves. This amount is due to

\$500,000 for Metro irrigation system upgrade recommendation from the Water Committee. On page 9, the Enterprise fund has a negative variance of \$6.9M (Excess of Revenue over (under) expenditures) that would also be pulled from reserves.

Director Walden requested that in account 60-5232 the word “rebates” be added to the main description.

The payroll and health benefits budget has been reduced for the first 2 months of 2022 for 7 open positions.

Director Lanam requested that Mr. LeTellier designate which items in the Enterprise Capital Outlay are deferred maintenance.

The water service fee revenue has been reduced by 25M gallons for conservation and Ms. Mantz will reduce Metro’s water usage budget by 1.5M gallons.

Director Walden requested an increase for the symposium. Ms. Mantz will make the change to \$7,500 in each fund.

Director Walden asked why \$50,000 for the structural investigation of the water storage tank. Mr. Shackelford explained that the investigation requires a structural engineer to do non-destructive testing.

The traffic and speed study has been reduced to \$80,000 with \$30,000 of that expense to be contributed by the Castle Pines Homes Association.

A budget line item will be added for repairs and maintenance to the Village Lake pumphouse.

There was a Board discussion and Ms. Mantz answered questions from the Board.

#### Executive Session

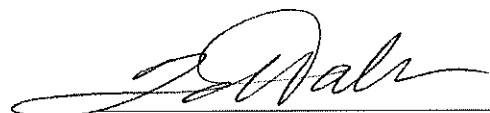
At 11:25 a.m., Director Huser made a motion to enter into an executive session pursuant to C.R.S. § 24-6-402(4)(b) and (e) for purposes of conferencing with legal counsel and receiving legal advice on specific legal questions, and to discuss matters subject to negotiations, develop strategy, and to instruct negotiators, on matters relating to staffing needs of the District, the purchase of Chatfield Re-Allocation Project shares, 2021 and 2022 District payroll expenses, available funding mechanisms for District capital expenditures, and annual bonuses for Ms. Mantz and Mr. LeTellier. Mr. George, Ms. Mantz, Mr. LeTellier, and Mr. Shackelford were asked to stay.

The Board left the executive session and the regular session resumed at 1:05 p.m.

#### Adjourn

There being no further business to come before the Board, and upon motion duly made, seconded, and unanimously carried, the Board adjourned the regular meeting at 1:05 p.m.

The Board of Directors approved the foregoing minutes on the 25<sup>th</sup> of January 2022. The preceding constitutes a true and correct copy of the minutes of the above-referenced meeting.

  
Secretary