CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR MEETING MINUTES
September 25th, 2023 – 6:00 p.m.

HELD: Monday, September 25th, 2023 at 6:00 p.m. at the Castle Pines North Community Center, 7404 Yorkshire Drive, Castle Pines, Colorado.

ATTENDEES: Directors Leah Enquist, Jana Krell and James Mulvey were present. Nathan Travis, District Manager was present as well as Kim J. Seter, Legal Counsel; Phyllis Brown and Sadie Whitworth, CRS (via Zoom); Lisa Schwein, Kennedy Jenks (via Zoom); Corby Wise, videographer; Terrence Lovett, live stream technician; and various members of the public.

CONFLICTS: None.

QUORUM: Present.

CONSIDERATION OF AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS: Upon motion by Director Krell, the agenda was approved unanimously as presented.

PUBLIC COMMENT: Mr. Dawds requested that his last name be spelled correctly in the July minutes, where it was listed as "Dodds".

FIRE MITIGATION DONATION REQUEST: Ms. Janet McClaskey, resident at 11445 Forest Trails Drive, is a member of the Forest Park Fire Mitigation and Forest Health Committee. Following the award of a grant from the City of Castle Pines, the organization will begin its mitigation efforts on Wednesday, Thursday and Friday of next week. She is currently in process of writing a grant for funds from the Colorado State Forest Service for assistance with fire mitigation efforts.

She requested Board support on several matters. First, she asked for a map of the manholes in the forest so that they can be properly marked. Second, she requested that the Board consider contributing to the Committee's efforts either in the form of lending staff or providing money that can then be used to increase the matching grant funds. Ms. McClaskey estimated that the total cost of the project to be $250,000 - $300,000. It will consist mainly of removing dead trees, canopy trimming, and trimming scrub oak, and will focus on protecting animal habitats and pathways. She answered several questions from the Board regarding the program's logistics. The Board agreed to consider the matter.

BID AWARD FOR THE YORKSHIRE WATERLINE REPLACEMENT PROJECT: Nathan Travis and Lisa Schwein from Kennedy Jenks provided an overview of the bid. Mr. Travis received six qualifying bids. Of those, Diaz Construction Group submitted a

base bid for $858,025, with an add alternative amount of $81,506, which is specifically for the potential need for above-ground waterline bypass. Director Krell noted her concern that no contingency was contained in the bid and wanted to know if there were any additional funds for unforeseen construction activity. Ms. Schwein explained that this amount is typically folded in with the add alternate amounts. She also discussed her past experiences with Diaz, which have all been positive. Director Mulvey asked about how realistic the November timeline was. Ms. Schwein feels confident moving forward with this timeline. Director Krell noted that she feels comfortable with this timeline as well, given her experience working in the construction industry. Director Krell motioned to award the bid to Diaz Construction Group, and upon a second from Director Mulvey, the motion was unanimously approved.

FINANCE DIRECTOR'S REPORT: Ms. Sadie Whitworth read aloud the claims for approval and ratification, listed in the agenda. Upon motion made, seconded and unanimously carried, the claims were approved and ratified. This includes checks numbered 28106 through 28168, and electronic payments from August 25th, 2023 through September 21st, 2023. She also provided an overview of the current fund balances.

Director Krell motioned to approve the expenditures as presented, Director Enquist seconded, and the expenditures were unanimously approved.

Ms. Brown presented the rest of the financial report.

Update on 2022 Audit: Ms. Brown provided an update on the status of the audit. The goal is to get the audit complete by September 30, 2023.

2024 Draft Budget: Ms. Brown discussed highlights from the draft budget and answered questions from the Board.

LEGAL COUNSEL'S REPORT: Legal Counsel, Kim Seter, presented the legal status report.

District Designation of 7053, 7047 and 7041 Turweston Lane: Mr. Seter reviewed County maps and these lots are within the District's boundaries. This will likely result in an inclusion of those properties into the District and an exclusion from Castle Pines Metro, which will take several months.

Sale of Leased Properties: Mr. Seter will begin by getting an appraisal for the leased properties. The method of sale of these properties is to be determined, but is underway.

DISTRICT MANAGER REPORT: District Manager Nathan Travis presented his written report.

Update on Meetings with Hidden Pointe HOA: Mr. Travis is still trying to schedule an onsite meeting in order to obtain easements for the lift station wastewater project. He

will also look to schedule a meeting with the community's metro district at some point down the line to discuss the possibility of consolidating the HOA and the metro district.

Summary of Meeting with Dominion Water: Director Radloff, Director Blanckaert and Mr. Travis met with Dominion Water. Following this meeting, they recommend extending an invite to Dominion to attend a meeting, at which it will present a few long-term water management issues for the Board's consideration. The Board expressed support for inviting Dominion Water.

Director Krell also requested an update on the violation response. Mr. Travis explained that all items submitted to the State are approved. He is waiting for comments back from the State on various submissions. He also provided additional updates on soil updates and water testing.

Lastly, Mr. Travis confirmed that October's study session is moved to October 11th, 2023 at 5:30 p.m. The Board meeting will take place on October 23rd, 2023.

DIRECTOR MATTERS: Director Mulvey asked about the preliminary copy of Mr. Travis's schedule, and where to find it on the website. Mr. Travis explained that it can be found on the District's "Capital" page, under "Timelines."

ADJOURN: With all other business to come before the Board having been addressed, Director Krell adjourned the meeting at approximately 7 p.m.

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