CASTLE PINES NORTH
METROPOLITAN DISTRICT™

Memorandum

From: Nathan J. Travis
To: CPNMD Board of Directors
Date: 8/28/2023
Re: District Manager's Report

Public Engagement/ Communications

- The "FAQ" section of our website has seen substantial upgrades, and we have also added a page detailing our ongoing Capital projects.
- Castle Pines Connection, This Month's ad features a "last call" for this year's conservation program.
- We had two successful events with the Chamber of Commerce! CPNMD participated in both Vino in the Village (as a water sponsor) as well as manning a booth for the Party in the Park at Elk Ridge Park. Several members of the community commented that it was good to see us back at these events. I look forward to continuing these outreach events and have begun the process of purchasing our "water wagon" for future events.
- Holdover: I plan to reach out to our various HOA's and begin attending meetings, with the goal of touching base at each, once a year, again to get more face time with our community. Spread awareness and get in better touch with our community.

Staffing

- No Updates

Lift Station Rehab

- Concrete work at Lift Station 3 has been largely completed. We are now working on managing storm water for the rest of the site through additional curb, gutter, and rip-rap channels. Additionally, we will be raising the door to the station to add more flooding protection as well.
- CPNMD Staff is working with the Hidden Pointe HOA to schedule a meeting to discuss CPNMD acquiring additional easements to facilitate the construction of a new Lift Station 5 and install new wastewater lines.
- Holdover: Final design work continues and is expected to be ready for submission to the State for review.

Conservation

- Unfortunately, the program participation just hasn't been as high as it has been in years past and is lower than we had hoped for. There are a few factors driving this. First and foremost, we have had an incredibly "wet" summer. Usage is down, and along with it so are water bills. The incentive to reduce watering costs just isn't as front of mind this year has it has been in years past. Our late start to this program likely also has an impact, simply not getting the information to people quickly enough! I am also looking forward to continuing to develop our outreach and communications programs to increase the number of people we are speaking to.

SSO Violation Update

- Following the violation received by CPNMD for the Sanitary Sewer overflow event CPNMD has put consultants in place to ensure that we meet all requirements.
    - Level Engineering has been retained to run point on the project. They will be drafting all needed documentation for review by CPNMD staff, ensuring that all benchmarks are met, and be the primary point of contact with the

State. They will be supported by Semocor, Kennedy Jenks, and CPNMD in this effort.
    - This past week all parties met with the State representative via Zoom to discuss and outline our planned procedures and testing. The plan was very well received, and we are moving forward.
    - Initial requirements have already been met. The State has approved the contractor, and we are moving forward with an upstream and downstream soils testing plan, as directed.
    - Level Engineering is well ahead of schedule for approval of the final soils testing and remediation plan, which will be submitted to the state in the next few weeks.

Budget Presentation Date

- The initial presentation of the budget is due to the board by October 15th, 2023. In discussions with CRS we request that we set a date for a special board meeting to facilitate this. I ask that the meeting be set the week of October 9th, with a commitment by staff and CRS to have the budget sent out via email by Friday October 6th. This allows us an "extra" couple of weeks to get the budget prepared prior to the October 15th deadline, but after the September board meeting. CRS is deep into the second audit, taking significant time and resources having more time to complete the budget would be valuable.

September Study Session

- I would like to extend the time for the upcoming September study session. Austin Hamre will be presenting on Water rights and has asked that he have 2 hours to ensure that there is adequate time to cover the information, and leave space for board of directors questions.

Consideration of Vehicle and Phone Stipend

- Following last month's request, I have also included phone pricing. I request a monthly stipend of $1,000 to cover:
    - Vehicle, insurance, maintenance, repair
    - Cell phone and mobile device (laptop)
- I would NOT seek or be eligible for mileage reimbursement for my vehicle, and would be responsible to replace or upgrade any cellular devices and equipment.

Resolution in support of City Mill Levy ballot question

- Does the board have any interest in passing a resolution simply stating our support for the City Mill Levy question? There is an opportunity here to show solidarity and contribute to the narrative of this continuation of our Parks Trails and Open Space IGA.

Douglas County Community Foundation- Emergency Relief Fund Partnership

- The Douglas County Community Foundation has reached out to CPNMD to consider sponsorship. Funds contributed by CPNMD would go toward the emergency relief fund. This money is earmarked to assist Douglas County Communities in the event of a Natural Disaster. As such, in addition to being a beneficial contribution to our broader community, we would also be contributing to a fund that could very well assist CPNMD should we ever face this type of disaster. I'm asking for authorization to contribute up to $2,500 dollars to this foundation. I anticipate having more information to hand out at the board meeting.

Upcoming Days Off (I will not be in the office)

- July 27th- 28th I will be camping/fishing that weekend, and will not be easily available by phone, I will have times of service availability and will check messages as I'm able.

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