

**CASTLE PINES NORTH METROPOLITAN DISTRICT
WORK SESSION MINUTES
November 17, 2025 – 5:30 p.m.**

HELD: Monday, November 17, 2025, at 5:30 p.m. at 7404 Yorkshire Drive, Castle Pines, CO 80108.

ATTENDEES: Directors Jason Blanckaert, James Mulvey, Tera Radloff, Jana Krell, and Leah Enquist were present. Also present were: Eric Harris, Elevated Clarity; Nathan Travis, District Manager; Erik Helgeson, Bartle & Wells (via Zoom); Kim Seter, Seter, Vander Wall & Mielke, P.C. (via Zoom); Bryn Webster and Chuck Montera, Sigler Communications; Lisa Schwien, Kennedy Jenks (via Zoom); and Will Parker, Semocor, Inc.

CONFLICTS: None.

QUORUM: Present.

CALL MEETING TO ORDER: The Work Session was called to order at 5:30 p.m.

FINANCE

Review: Monthly Claims for Payments Made from October 16, 2025, to November 13, 2025

Finance Director Eric Harris reviewed the monthly disbursements totaling \$1,255,195.94. Mr. Harris highlighted a payment to Core Electric of approximately \$112,000, noting that he is working with District Manager Nathan Travis to analyze the rate structure and high voltage utility costs. He also noted a check to the City of Castle Pines for approximately \$529,000 related to the Monarch Boulevard project, a final payment to Community Resource Services for billing services, and payments to Kennedy Jenks and Myers and Sons for capital projects.

Director Mulvey asked for clarification on the Core Electric payment, and Mr. Harris and Mr. Travis confirmed it covers total electric costs for all facilities, specifically high voltage utilities driven by the wells and seasonality.

Regional Rate Survey Presentation

Erik Helgeson of Bartle & Wells presented the benchmarking survey results, which compared the District's costs to neighboring agencies, including Pinery Water and Wastewater District, the Town of Castle Rock, and Roxborough Water and Sanitation

District. Mr. Helgeson noted that regarding water rates, the Pinery was the least expensive, followed by Castle Pines North, with Roxborough being the highest.

Director Mulvey asked why Pinery's costs were significantly lower. Mr. Helgeson explained that Pinery has higher use per account (17,000 gallons vs. roughly 10,000 for others) and more raw water sales, which reduces overall cost per unit. He concluded that the District's costs are competitive and in line with peers, noting that the District has the lowest cost on a per-account basis among the respondents.

Review: 2026 Proposed Budget

Mr. Harris opened the floor for discussion on the 2026 budget. He outlined key revenue changes, including a proposed 4% rate increase for water fees, a 6% increase for wastewater fees, and the implementation of a new cross-connection fee of \$150 per year. He also noted a proposed increase in the hydrant meter deposit from \$3,500 to \$5,500 to align with program costs.

Director Mulvey requested a summary comparison of professional service contracts showing the delta between the previous year and the proposed year. Mr. Harris agreed to provide a summary page for the next board meeting.

LEGAL

Review of the Amended and Restated Agreement with the Ridge Golf Course

District Counsel Kim Seter was present via Zoom. Mr. Travis provided context on the agreement, stating that modifications are needed to address rates and fees, moving from a volumetric charge to a fixed-base charge. The agreement will also include contractual maximums to help manage usage.

REVIEW OF 2026 PROFESSIONAL SERVICE PROPOSED CONTRACTS & AGREEMENTS

Elevated Clarity

Mr. Harris presented the 2026 proposal for finance and accounting services. The proposal includes three new items: assistance with UB4 implementation, Blackbaud system improvements, and an allotment of hours to organize the District's electronic records. Director Enquist asked for clarification on the electronic records scope, ensuring it was not for document scanning but for organization, which Mr. Harris confirmed.

Sigler Communications

Bryn Webster and Chuck Montera presented the 2026 scope of work, noting it aligns with the calendar year and includes new scope for key messaging on rates, backflow, and a Water Treatment Plant tour. Director Mulvey requested a graphic or interactive map for

the website to inform residents about ongoing capital projects and equipment locations to reduce inquiries. Ms. Webster agreed to look into this solution.

Kennedy Jenks General Engineering Agreement

Lisa Schwien presented the general engineering proposal, noting the budget remains the same as 2025 at \$75,000. Director Mulvey requested a summary of the rate increases, and Ms. Schwien estimated a 4-5% increase, agreeing to provide a specific summary to Mr. Harris.

Semocor Inc.

Will Parker presented the Semocor renewal, requesting a 2% increase. Director Radloff confirmed that Semocor had not raised rates in previous years. The Board thanked Mr. Parker for his services.

REVIEW OF EXPENDITURE REQUESTS

Filter Bed Rehab Project Engineering Services for Design and Construction

Mr. Travis presented a contract amendment for Kennedy Jenks for Phase 3 construction phase services, totaling a budget augmentation of \$340,190. He explained this covers the project through construction closeout and owner manuals.

Access Control System for Water Treatment Plant

Mr. Travis presented a request for an access control system from First Rate Fence & Access Control for approximately \$64,000 (including fence repair). Directors Krell and Enquist expressed concern regarding the high cost for securing ten doors and requested more comparative pricing or a representative to explain the costs. Director Mulvey asked technical questions regarding the security of the keycards and integration with police and fire. The Board agreed that while security is a priority, more information is required before approval.

PLUM CREEK WATER RECLAMATION AUTHORITY

PCWRA Resolution 2025-1 Approving Loan

Mr. Travis presented the resolution approving a loan from the Colorado Water Resources and Power Development Authority for the PCWRA reuse project. Mr. Harris clarified this funds the first capital round for the project.

Construction Contract – GSE Construction Company Inc.

Mr. Travis presented the construction contract for GSE Construction, noting they were the low bidder and have worked with the District previously.

ADJOURNMENT

There being no further business to come before the Board, the Work Session was adjourned.