

**CASTLE PINES NORTH METROPOLITAN DISTRICT
WORK SESSION MINUTES
January 19, 2026 – 5:30 p.m.**

HELD: Monday, January 19, 2025, at 5:30 p.m. at 7404 Yorkshire Drive, Castle Pines, CO 80108.

ATTENDEES: Directors Jason Blanckaert, Tera Radloff, Jana Krell, and Leah Enquist were present. Director Mulvey was absent (excused). Also present were: Eric Harris, Elevated Clarity; Nathan Travis, District Manager; Paul Polito, Seter, Vander Wall & Mielke, P.C. (via Zoom); and Logan Smith, First Rate Fence & Access Control.

CONFLICTS: None.

QUORUM: Present.

CALL MEETING TO ORDER: The Work Session was called to order at 5:45 p.m.

ON BOARD NAVIGATION

District Manager Nathan Travis provided an overview of the new OnBoard platform. He demonstrated basic navigation, accessing the meeting agenda and packet, and using the Zoom integration for remote participation. He highlighted the platform's annotation features, noting that personal notes are not public records unless shared. Mr. Travis confirmed that future meeting invitations and RSVPs will be sent directly through OnBoard and noted that the platform will eliminate the need for printing physical meeting packets.

FINANCE

Review: Monthly Claims for Payments Made from November 14, 2025 to January 13, 2026

Finance Director Eric Harris reviewed the monthly disbursements totaling \$2,665,662.73. Mr. Harris highlighted several significant and capital expenses, including a payment of \$138,047.68 to CGRS for pay applications related to the lift station project. He noted a payment to the City of Castle Pines for \$518,786.09 for pay applications related to the Monarch project. Additionally, a payment of \$125,755.00 was made to the Colorado Special Districts Pool for the 2026 insurance premium, which was higher than budgeted. Mr. Harris also highlighted a payment of \$405,455.39 to T Lowell Construction for lift station scope A. Director Krell asked clarifying questions regarding the payments to the Colorado Special Districts Pool and the City of Castle Pines, which Mr. Harris addressed.

Review Update District Chart of Accounts for 2026

Mr. Harris presented the updated 2026 Chart of Accounts. He explained that the new structure implements divisions and project codes to track costs on a cumulative basis across multiple years. This simplified accounting structure will allow the District to create automated financial statements in the future.

LEGAL ITEMS

Legal Status Report

Legal Counsel Paul Polito presented the Legal Status Report. He noted that his highest priority is drafting the Amended Service Plan for submission to the City. Regarding the Hidden Pointe Metro District inclusion, Mr. Polito reported that they are still waiting for Hidden Pointe to approve the revised agreement. On the matter of recourse for the well failures, he noted that Layne has agreed to cover the cost of replacing the failed well shafts, making further legal action with the manufacturer likely unnecessary.

Review 11.17.25 and 11.24.25 Board Meeting Minutes

The Board reviewed the prior meeting minutes with no requested changes. Mr. Polito noted that special minutes from an emergency meeting in January 2025 regarding Elevated Clarity were missing and will be submitted for approval at the next meeting.

DISTRICT MANAGER ITEMS

Expenditure Requests

Mr. Travis presented an invoice for \$56,605.92 from First Rate Fence & Access Control for a new access control system at the Water Treatment Plant. Logan Smith, owner of First Rate Fence, answered the Board's technical questions regarding the system's equipment, installation, and subscription costs. The Board expressed concerns about the high cost and the lack of a formal scope of work for comparison. Following discussion on credential options, including 26-bit cards, encrypted cards, and Bluetooth, the Board directed Mr. Travis to have Kennedy Jenks develop a formal scope of work to accurately compare pricing and system options. At the advice of legal counsel, the Board also agreed to remove specific security vulnerability details from the public packet pursuant to CORA exemption(s).

Update: Castle Pines Community Center Renovations

Mr. Travis updated the Board on the upcoming renovations to the community center. Construction is scheduled to begin in late February or early March and is expected to last 4 to 6 months. The project involves a comprehensive demolition of the main meeting spaces. Due to the construction, the Board agreed to hold its meetings online for the duration of the project.

ADJOURNMENT

There being no further business to come before the Board, the Work Session was adjourned at approximately 6:40 P.M.