

# CASTLE PINES NORTH



METROPOLITAN DISTRICT

## AGENDA

### Board of Directors Meeting

Monday, December 14, 2020, at 6:00 p.m.  
7404 Yorkshire Drive, Castle Pines, CO 80108

To participate in this board meeting, residents and property owners are welcome to **Zoom** in. Any time between now and 10:00 a.m. on the day of the board meeting, simply sign up and follow the step-by-step instructions at [cpnmd.org/cpnmd-zoom-meeting-sign-up](http://cpnmd.org/cpnmd-zoom-meeting-sign-up).

1. Welcome / Call meeting to order / Pledge of Allegiance.
2. Roll call / Determination of quorum / Disclosure of potential conflicts.
3. Consider approving December 14, 2020 board meeting agenda.
4. Consider approving November 16, 2020 board meeting minutes.
5. Opening public comment period **via Zoom** (three-minute maximum per person).
6. Project updates and insights from the City of Castle Pines' designated liaison to the CPNMD board of directors, Councilwoman Deborah Mulvey.
7. Open Space Manager's report.
8. Finance Director's report.



**David McEntire**  
President  
Cell: (702) 303-8081  
[dmcentire@cpnmd.org](mailto:dmcentire@cpnmd.org)



**Robert Merritt**  
Vice President  
Cell: (303) 717-2852  
[rmerritt@cpnmd.org](mailto:rmerritt@cpnmd.org)



**Denise Crew**  
Secretary/Treasurer  
Cell: (303) 523-8285  
[dcrew@cpnmd.org](mailto:dcrew@cpnmd.org)



**Chuck Lowen**  
Director  
Cell: (303) 898-3056  
[chuck@cpnmd.org](mailto:chuck@cpnmd.org)



**Christopher Lewis**  
Director  
Cell: (303) 641-5249  
[clewis@cpnmd.org](mailto:clewis@cpnmd.org)

The Castle Pines North Metro District provides clean, safe, reliable, on-demand drinking water, wastewater, stormwater, parks, trails, and open space services to the people of Castle Pines, west of I-25.

Board meetings are available for viewing via live video stream and video recording at [cpnmd.org](http://cpnmd.org).

- A. Annual presentation, **public hearing**, and consideration of cost-of-service rate/fee adjustments on the water and wastewater utility services highlighted in the following matrix:

Year	Annual Mill Levy (Property Tax Rate)	Annual Water Usage Rate & Service Charge Adjustment	Annual Renewable Water Investment Fund & Capital Maintenance Charge Adjustment	Annual Wastewater Service & Customer Charge Adjustment	Annual Stormwater Charge Adjustment
<b>Proposed 2021</b>	<b>19 Mills</b>	<b>2.85%</b>	<b>0.00%</b>	<b>2.85%</b>	<b>0.00%</b>
2020	19 Mills	3.00%	0.00%	4.00%	0.00%
2019	19 Mills	3.00%	0.00%	4.00%	0.00%
2018	19 Mills	3.00%	0.00%	4.00%	0.00%
2017	30.7 numbers Mills	5.00%	55.00%	6.00%	0.00%
2016	41 Mills	12.00%	8.00%	8.00%	25.00%

- B. Consider approving financial report, payables, and claims for payment, including check 25649 – 25720 (November 7 through December 4, 2020).

	Approve	Ratify	Totals
General Fund & Debt Service	\$ 76,630.53	\$ 55,325.67	\$ 131,956.20
Enterprise Funds	\$ 136,596.28	\$ 257,107.70	\$ 393,703.98
Electronic Payments (all funds)*	—	\$ 1,203,868.83	\$ 1,203,868.83
<b>Total Expenditures</b>	—	—	\$ 1,729,529.01

\* Electronic payments include CPNMD's debt-service payment on December 1, 2020

9. Legal Counsel's report.
  - A. Draft **Inclusion Agreement** on the proposed unification of CPNMD's water wastewater utilities with those of the Parker Water & Sanitation District.
10. District Manager's report.
11. Directors' matters.
12. Closing public comment period **via Zoom** (three-minute maximum per person).
13. Adjourn

**Our next regular monthly board meeting is scheduled for Monday, January 11, 2021.**

The Castle Pines North Metro District provides clean, safe, reliable, on-demand drinking water, wastewater, stormwater, parks, trails, and open space services to the people of Castle Pines, west of I-25.  
Board meetings are available for viewing via live video stream and video recording at [cpnmd.org](http://cpnmd.org).

## Notice of Public Hearing: Zoom In To Participate!

Consistent with COVID-19 pandemic restrictions, guidance and direction from the Colorado Department of Public Health & Environment (CDPHE) and Tri-County Health, until further notice, if you intend to participate in our monthly board meetings, including our December 14, 2020 meeting, then please follow the steps outlined below to **Zoom** in.

Our next board meeting is scheduled for 6:00 p.m., **Monday, December 14, 2020**, during which we will host a public hearing about, and consider, a 2.85% cost-of-service increase in CPNMD's water and wastewater services for 2021 — the lowest annual adjustment proposed in many years (see page 4 of this month's *The Castle Pines Connection*).

As always, please continue reaching out to us with questions, concerns, and insights by clicking the **E-MAIL US @** icon in the upper right of our website homepage at [cpnmd.org](http://cpnmd.org) and/or by contacting us via our respective cell numbers and email addresses on the lower back of this page. **We make every effort to respond within 24 hours.** Please also continue viewing CPNMD board meetings, via live-video stream, from our website homepage at [cpnmd.org](http://cpnmd.org) and/or via our video archives at [cpnmd.org/board-meetings](http://cpnmd.org/board-meetings).

## Zoom-in Participation: Access, Process & Rules

- Step 1: View, download, or print the applicable board meeting agenda at [cpnmd.org/board-meetings](http://cpnmd.org/board-meetings).
- Step 2: At your earliest convenience, **between now and 10:00 a.m. on the morning of the board meeting**, visit [cpnmd.org/cpnmd-zoom-meeting-sign-up](http://cpnmd.org/cpnmd-zoom-meeting-sign-up) and complete the brief web-based sign-up form.
- Step 3: On the afternoon of the board meeting, staff will email to you a Zoom video **access link** and **passcode**.
- Step 4: Five-to-ten minutes before the meeting starts, click on the access link imbedded in the email from staff and enter your passcode.

- Step 5: Please be patient and wait in the virtual waiting room until the meeting begins at 6:00 p.m. Use these few minutes to turn on, and appropriately adjust, the camera, mic, speakers, and volume of the desktop, laptop, pad, or other device you are using.
- Step 6: During the designated times on the agenda (i.e., opening and closing public comment periods and public hearings), **when we call on you**, please clearly state your:
- First and last name;
  - Home address; and
  - The neighborhood/subdivision in which you live (e.g., Bristlecone, Forest Park, Kings Crossing, Serena, Tapestry Hills, Winterberry, Esperanza, Castle Valley, etc.).
- Step 7: Please share your thoughts with us for a maximum of three minutes.
- Step 8: If you are disconnected, and still want to share your thoughts with us during the meeting, simply click on the same Zoom access link imbedded in the email from staff, and re-enter your passcode.

We thank you and all Castle Pines residents for helping us responsibly navigate COVID-19 restrictions. As we strive to remain accessible, responsive, and transparent amid the pandemic, in addition to contacting any of us, our director of communications, Ken Smith, is also standing by to respond to questions at [ken@cpnmd.org](mailto:ken@cpnmd.org).



The Castle Pines North Metro District provides clean, safe, reliable, on-demand drinking water, wastewater, stormwater, parks, trails, and open space services to the people of Castle Pines, west of I-25.

Board meetings are available for viewing via live video stream and video recording at [cpnmd.org](http://cpnmd.org).