

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
September 22, 2025 – 6:00 p.m.**

HELD: Monday, September 22, 2025, at 6:00 p.m.

ATTENDEES: Directors Jason Blanckaert, Jana Krell, James Mulvey, Tera Radloff, and Leah Enquist were present. Also present were: Molly Janzen, Elevated Clarity; Nathan Travis, District Manager; and members of the public, including Stephen Dawes.

CONFLICTS: None.

QUORUM: Present.

CALL MEETING TO ORDER: The Regular Meeting was called to order at approximately 6:00 p.m.

PUBLIC COMMENT PERIOD: Resident Steve Dawes, 5703 Jasper Point Circle, addressed the Board.

Mr. Dawes commended the improved quality of recent financial reports but requested that future meeting presentations include visual cues — such as highlighting or a laser pointer — to make numerical discussions easier to follow. He also inquired about the \$354,000 in unpaid fees owed by Castle Pines Town Center MD No. 1, seeking clarification on billing procedures and the four-year delinquency referenced in the attorney’s report.

He further commented on the well failure reports for Wells A-1 and A-2, urging follow-up on potential liability if contract notice provisions applied. Mr. Dawes also raised concern that the Kennedy Jenks standard conditions listed California law as governing disputes, suggesting this be changed to Colorado law. Lastly, he opposed discontinuing the live streaming of work sessions, noting that the annual \$20,000 savings represents only a fraction of the District’s overall budget and that recorded access provides transparency for residents unable to attend in person.

President Blanckaert thanked Mr. Dawes for his comments. No additional public comments were received.

CONSENT AGENDA: The following items were presented for approval: A. Ratify claims for payment, including check numbers 29317–29356 and electronic payments issued from August 14, 2025, to September 9, 2025, totaling \$1,246,538.25; B. Approve Deputy

District Manager Position; C. Approve PCWRA Bond Repayment Intergovernmental Agreement.

Director Blankaert moved to approve the consent agenda as presented. Upon a second by Director Radloff, the motion passed unanimously.

APPROVAL OF AGENDA: Upon motion, second, and unanimous vote, the Board approved the September 22, 2025 agenda as presented.

FINANCE DIRECTOR'S REPORT

Molly Janzen reviewed the July 2025 budget-to-actual financial statements, noting that the purpose of this meeting was to confirm the new financial report format before the District's 2026 budget discussions begin next month.

Ms. Janzen explained that the revised reports now include summary pages for each fund, allowing for a high-level overview before detailed pages. She discussed general, conservation trust, and enterprise fund performance, highlighting that billed water usage in July 2025 increased 4.1% over the prior year, and that cumulative 2025 usage was 3.48% higher year-to-date.

The District had recognized \$978,222 in property tax revenue (98.96% of budgeted collections) and \$44,154 in specific ownership tax revenues through July 2025.

Ms. Janzen also explained that general administrative costs are now consolidated in the General Fund, with water and wastewater funds contributing proportionally to offset those costs. She indicated that a revised 2025 budget would be presented later in the fall to reflect these adjustments.

Director Mulvey inquired about the significant variance in Water Distribution Repairs (budgeted at \$180,000 but at \$694,938 year-to-date). Ms. Janzen and District Manager Nathan Travis explained that the overage was due in part to several large repairs, including one exceeding \$300,000 at Castle Pines Parkway and Monarch. They discussed efforts to improve categorization, condition assessments, and predictive repair planning to refine future budgets.

Directors Radloff and Enquist expressed appreciation for the clarity of the new financial presentation, and the Board concurred that the new format improved transparency and comprehension.

LEGAL MATTERS

Legal counsel was not present. The Board confirmed that the written legal report in the packet would suffice for the record. No additional legal questions were raised.

DISTRICT MANAGER'S REPORT

Discussion: Well Failure Updates

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Mr. Travis reported that the District received failure reports for Wells A-1 and A-2, identifying shaft fractures and recommending replacement with different bearings and shaft materials. The reports suggested that reused components might have been installed by the manufacturer. Contractor Layne was evaluating warranty coverage and had committed to making the District whole; however, the manufacturer's participation remained uncertain.

Director Mulvey discussed the need for better inspection protocols (e.g., magnetic particle or dye penetrant testing) and the Board discussed the potential for contractual safeguards to ensure new components are used in future installations. Mr. Travis will coordinate with legal counsel to pursue those options.

Discussion: Board Work Session Format

Mr. Travis proposed discontinuing live broadcasting of Board work sessions, citing an estimated \$20,000 annual cost and suggesting that the sessions remain open to the public but be unrecorded to foster informal discussion.

The Board discussed the proposal extensively.

Director Radloff opposed ending broadcasts, citing the District's commitment to transparency, but questioned whether another format that still records meetings, while allowing a more informal format, could be utilized.

Director Enquist preferred that broadcasting be ended for work sessions, but requested data on actual viewer metrics for study sessions before making a decision.

Director Krell noted that recorded sessions can inhibit candid discussion but supported exploring hybrid or simplified recording methods.

Video consultant Terrence Lovett suggested alternative formats that could reduce costs while preserving accessibility.

The Board directed Mr. Travis to explore alternative recording and broadcast options and to consult the District's communications team before the next meeting.

Discuss and Consider: Kennedy Jenks Castle Pines Parkway Waterline Replacement Phase 2 Proposal for Engineering Services

Mr. Travis presented the Kennedy Jenks proposal to provide engineering services for Phase 2 of the Castle Pines Parkway Waterline Replacement Project, covering approximately 2,900 linear feet of 14-inch ductile iron pipe to be replaced with 16-inch PVC in coordination with the City's 2026 roadway improvements. The proposed fee is \$156,580, and any additional amounts on a time-and-materials basis.

Director Blankaert moved to approve the Kennedy Jenks Phase 2 engineering proposal, contingent upon revision of the governing law from California to Colorado. Upon second by Director Krell, the motion passed unanimously.

DIRECTORS' MATTERS

Director Enquist requested that items requiring significant board action or debate, such as the Deputy District Manager position, be introduced for preliminary discussion at the preceding study session to allow board members time for questions before formal votes.

District Manager Travis agreed and confirmed that future items of this nature would be previewed at study sessions.

No further director comments were made.

ADJOURNMENT

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at approximately 7:06pm.