

**CASTLE PINES NORTH METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
March 24, 2025 – 6:00 p.m.**

HELD: Monday, March 24, 2025 at 6:00 p.m.

ATTENDEES: Directors Jason Blanckaert, Leah Enquist, Jana Krell, James Mulvey and Tera Radloff (via Zoom) were present. Nathan Travis, District Manager; Paul Polito, Seter, Vander Wall & Mielke; Eric Harris, H2 Advisors were present.

CONFLICTS: None.

QUORUM: Present.

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

CONSIDERATION OF AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS: The Board approved the agenda as presented.

PUBLIC COMMENT PERIOD

Mr. Dawes commented that the minutes from the previous meeting inaccurately summarized his remarks, stating only that he "commented on the notice requirements for termination processes." He felt this was an understatement. Mr. Dawes clarified that he had discussed several topics, including the District's contract processes, the lack of recourse for construction design issues, the water line on Monarch, the absence of an assigned contract for CRS, and the termination provisions. He also highlighted the need for an ongoing contract to address operations, management, and other challenges faced by the District. Additionally, Mr. Dawes provided the Board with a publication from the Special District Association Insurance Pool that recommends guidelines for drafting contracts. He pointed out that the publication cautions against indemnification clauses, like the one in the Layne Enterprises contract, and that such clauses may not be enforceable. Mr. Dawes also distributed a memo from the District's legal counsel outlining the issues with such indemnification clauses. He requested that the minutes from the previous meeting be amended to more accurately reflect his comments.

Mr. Dawes expressed his support for the standard contract form drafted by Mr. Polito and suggested adding a provision to ensure that contractors are responsible for obtaining and maintaining insurance coverage.

Director Enquist thanked Mr. Dawes for his feedback, and Mr. Polito addressed his comments, agreeing on the importance of implementing insurance provisions and providing further clarity in agreements related to costs.

CONSENT AGENDA

Director Krell requested corrections to the February 24, 2025 minutes to reflect Mr. Dawe's comments. The minutes will be corrected and presented at the next meeting. Upon motion, second, and unanimous vote, the Board approved the consent agenda items as amended, including:

- February 19, 2025 Work Session Minutes
- February 24, 2025 Board Meeting Minutes
- January 27, 2025 Board Meeting Minutes
- Moving Work Sessions to the Monday prior to the Regular Board Meeting to be held at 5:30 p.m., 7404 Yorkshire Drive
- Ratification of claims for payment (check numbers 29090-29109, electronic payments February 15, 2025 – March 14, 2025) totaling \$916,762.85
- Approval of Amended Resolution Requiring 100% Renewable Water for new inclusions
- Approval of contracts/proposals presented at the March 19, 2025 Work Session: Sigler Communications, Layne Proposal for Well A2.

CONSIDER APPROVAL OF MARCH 24, 2025 MEETING AGENDA: Upon motion by Director Blanckaert, second by Director Krell and unanimous vote, the Board approved the meeting agenda as presented.

NEW EMPLOYEE INTRODUCTION

Mr. Travis introduced the Board to the District's two newest employees, Jenifer Fieber and Kimberly Moore. The Board welcomed both Ms. Fieber and Ms. Moore, expressing their gratitude for joining the District team.

COMMUNICATION DIRECTOR'S REPORT

Ms. Budnick provided an overview of the District's recent communications efforts, noting that the May 2025 election had been canceled due to having fewer candidates than available seats. She explained that this update was included in the March newsletter.

Ms. Budnick also highlighted several ongoing conservation initiatives featured in recent District communications, including the lawn replacement program, the garden-in-a-box program, the "Slow the Flow" program, and water-wise seminars. She reported that yard signs have been created and are available to residents who have completed any of the conservation programs, in an effort to raise awareness and encourage other residents to participate.

Additionally, Ms. Budnick mentioned that there were no Daupler emergency communications this month.

FINANCE DIRECTOR'S REPORT

Mr. Harris updated the Board on the progress of file transitions with Community Resource Services ("CRS"), as well as adjustments to reporting and bill payment cycles. These changes should enable Mr. Harris and his team to produce financial reports for Board review more promptly. He also reported that he has been working with legal counsel to prepare a budget amendment for the Board's consideration.

Next, Mr. Harris provided an overview of the District's financials and highlighted some noticeable variances for 2025, particularly related to royalty revenue from the District's mineral rights. The District is also considering a farm lease.

Additionally, Mr. Harris noted that the District's operating assessments for the Chatfield Reservoir Mitigation Company came in higher than anticipated—\$100,000 was budgeted, but the final amount was approximately \$160,000.

Mr. Harris also discussed upcoming presentations he has planned to provide more context, information, and transparency on various financial matters, including cash management, investments, budgeting, mill levies, and more.

LEGAL COUNSEL'S REPORT

Mr. Polito presented the legal status report, including an update on compliance with open meetings laws. He clarified that emails exchanged between three or more Board members would qualify as a public meeting. Mr. Polito recommended that the Board discuss the District manager's annual review in executive session.

DISTRICT MANAGER'S REPORT

Mr. Travis provided updates on several ongoing initiatives and upcoming activities.

Monarch Waterline Phase 2: Mr. Travis announced that Phase 2 of the Monarch Waterline project is expected to be completed before the start of the school year.

Well A3 Failure: Mr. Travis reported that Well A3 failed during the startup process of the well vault rehabilitation project. He informed the Board that he has signed the contract with Layne Enterprises, and their representatives will begin the inspection process. Mr. Travis will provide an update on the findings from the inspection.

Certified Public Manager Program: Mr. Travis informed the Board that he will begin the University of Colorado's certified public manager program beginning in May.

DIRECTOR'S MATTERS

No additional matters discussed.

ADJOURN

The meeting adjourned at approximately 6:45 p.m.