

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR BOARD MEETING MINUTES  
January 26, 2026 – 6:00 p.m.**

**HELD:** Monday, January 26, 2026, at 6:00 p.m.

**ATTENDEES:** Directors Jason Blanckaert, Jana Krell, James Mulvey, Tera Radloff, and Leah Enquist (via zoom) were present. Also present were: Molly Janzen, Elevated Clarity; Nathan Travis, District Manager; Paul Polito, Seter, Vander Wall & Mielke, P.C.; Steve Dawes, Resident; and other members of the public.

**CONFLICTS:** None.

**QUORUM:** Present.

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

**RESIDENT RECOGNITION**

President Blanckaert and the Board presented Castle Pines resident Steve Dawes with the "2025 Most Engaged Resident Award" in recognition of his steadfast attention, attendance, and thoughtful legal and operational contributions to the District.

**PUBLIC COMMENT PERIOD**

President Blanckaert opened the public comment period.

Steve Dawes, 5703 Jasper Point Circle, addressed the Board regarding the proposed RubinBrown auditor contract. He recommended deleting the indemnification clause as they are generally unenforceable against governmental entities, and suggested the Board evaluate the binding arbitration provision. He advised the District to develop its own standard contract forms based on guidelines from the Colorado Special Districts Property & Liability Pool. He also suggested seeking three bids for future audit services to ensure competitive pricing. Additionally, Mr. Dawes commended the District on the new interactive capital projects map on the website, noting it provides excellent transparency for residents.

Director Mulvey echoed Mr. Dawes' praise regarding the interactive map and the improved visibility of District operations.

There being no further public comment, the public comment period was closed.

## **CONSENT AGENDA**

The Board reviewed the following items on the Consent Agenda:

- A. Approve January 14th, 2025, Special Session Board Minutes
- B. Approve November 24, 2025 Regular Board Meeting Minutes
- C. Approve November 17, 2025 Work Session Minutes
- D. Ratify claims for payment including check numbers 29450 – 29523 and electronic payments issued from November 14, 2025 to January 13, 2026 totaling \$2,665,662.73

Upon motion duly made, seconded, and unanimously carried, the Board approved the items as presented in the Consent Agenda.

## **FINANCE REPORT**

Molly Janzen presented the financial report. She updated the Board on current projects, including the implementation of the UB4 billing system in the first quarter, coordination with Blackbaud on system enhancements, and streamlining monthly financial reporting. Preparation for the 2025 annual audit will begin the week of May 11, 2026, which will involve substantial work to document and remove assets transferred to the City of Castle Pines from the District's books.

Ms. Janzen reviewed the November financials, noting that the General Fund is coming in close to the amended budget. For the Water Enterprise Fund, operating revenues trended higher than budgeted. Expenditures for repairs, maintenance, and utilities also trended higher, driven by higher water production. Centennial delivery charges came in under budget due to a delay in connecting to Highlands Ranch for the filter project.

### **Consider approval of the Engagement of Rubin Brown for the 2025 Audit**

Ms. Janzen presented the engagement letter from RubinBrown for the 2025 audit, noting the fee is estimated between \$50,000 and \$54,000, which is within the 2026 budget. Addressing public comment, Mr. Polito recommended approving the contract subject to the removal of the indemnification clause and noted he will be presenting a standard form of agreement for future contracts.

Upon motion duly made, seconded, and unanimously carried, the Board approved the engagement letter with RubinBrown conditional upon the removal of the indemnification clause.

## **LEGAL COUNSEL STATUS REPORT**

Mr. Polito provided an update on legal matters. His current priority is drafting the Amended and Restated Service Plan to eliminate Park and Recreation and Stormwater services for submission to the City. Following Board discussion, Mr. Polito agreed to bifurcate future legal reports into "active" and "inactive" matters to improve tracking of older items such as the Jam Ranch inclusion.

### **2026 Annual Administrative Resolution**

Mr. Polito presented the 2026 Annual Administrative Resolution, noting it is substantially in the same form as the previous year. The Board discussed the requirement to publish legal notices in a weekly newspaper of general circulation, specifically the Douglas County News-Press. The Board directed staff to voluntarily publish notices in the Castle Pines Connection concurrently to ensure better visibility for residents.

Upon motion duly made, seconded, and unanimously carried, the Board adopted Resolution No. 2026-1-1: Annual Administrative Resolution of Castle Pines North Metropolitan District (2026).

## **DISTRICT MANAGER REPORT**

Mr. Travis presented the District Manager's report.

### **Well Failure Updates**

Re-installation of wells A-1, A-2, and A-6 is complete. A full startup of the wells will be delayed until mid-May, after the WTP filter rehab project is complete, to test the wells against full system operating conditions. Mr. Travis confirmed no out-of-pocket expenses were incurred for the secondary failures. At the Board's direction, Mr. Polito will include specific language in future contracts explicitly requiring new, non-refurbished equipment.

### **Deputy District Manager hiring update**

Mr. Travis announced that Rene Santini has accepted the Deputy District Manager position. Mr. Santini brings extensive engineering, water rights, and distribution assessment experience from his time at CH2M Hill/Jacobs. His official start date will be March 23, 2026.

### **Lift Station Renovation Program Update**

Scope A (Lift Stations 1, 2, & 5) is well underway, with construction at Lift Station 1 moving forward on schedule and on budget. For Scope B (Lift Stations 3, 4, & 7), a highly attended pre-bid meeting was held with 16 contractors. A bid summary and recommendation will be brought to the Board at the February meeting.

## **Proposed Tank Site Discussion**

Mr. Travis provided a preliminary overview of a potential new water tank site on a parcel near Monarch, explaining the need for backup water supply and fire flow. Preliminary design and fire flow studies will be conducted this year to determine necessity. The Board discussed visual impacts and potential alternative locations, noting that if required, modern tanks are largely buried or bermed to minimize visibility.

## **OPERATIONS & ENGINEERING REPORT**

Mr. Travis noted these reports are included in the OnBoard packet. No questions were raised by the Board.

## **DIRECTOR'S MATTERS**

Director Mulvey requested an update on the surge protection system at the bottom of Monarch. Mr. Travis confirmed that Level Engineering has identified a sub-\$100,000 solution, and a bid package will be put together in the coming months.

The Board discussed their positive experience using the new OnBoard platform to navigate the meeting agenda and packet.

Mr. Travis provided a brief update on the Community Center renovations, confirming that the February Board meeting will still be held in person before demolition begins.

## **ADJOURNMENT**

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned.