

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
REGULAR BOARD MEETING MINUTES  
April 27, 2026 – 6:00 p.m.**

**HELD:** Monday, April 27, 2026, at 6:00 p.m. at 7404 Yorkshire Drive, Castle Pines, CO 80108.

**ATTENDEES:** Directors Jason Blanckaert, James Mulvey, Tera Radloff, Jana Krell, and Leah Enquist were present. Also present were: Molly Janzen, Elevated Clarity; Nathan Travis, District Manager; Rene Santini, Deputy District Manager; and Paul Polito, Seter, Vander Wall & Mielke, P.C. All attendees participated via videoconference. Steve Dawes, District resident, attended for the public comment portion of the meeting.

**CONFLICTS:** None.

**QUORUM:** Present.

**CALL MEETING TO ORDER:** The Regular Board Meeting was called to order at approximately 6:11 p.m. by President Blanckaert. President Blanckaert led the Pledge of Allegiance.

**PUBLIC COMMENT**

Steve Dawes, a District resident, addressed the Board with two areas of concern. First, with respect to the proposed transition of the District's operating banking relationship to InBank, Mr. Dawes asked who InBank is, why it was selected, whether other institutions had been considered, and whether the proposed fees had been negotiated. Second, with respect to the proposed water use restrictions, Mr. Dawes questioned the recital that the District is facing an immediate shortage in its water supply, raised due process concerns regarding the absence of customer notice and comment prior to adoption, and identified several areas in which he believed the proposed regulations required clearer standards (including the definition of water waste, the appeal process for any penalty, and the criteria governing District Manager exemptions). Mr. Dawes recommended that the District proceed with voluntary restrictions in the interim, publish a draft for public comment, and convene a committee of Board members and residents to develop a final regulation.

**CONSENT AGENDA**

Upon motion by Director Radloff, seconded by Director Mulvey, and unanimous vote of the Board, the following items were approved on the Consent Agenda: (i) the March 23, 2026 Regular Board Meeting minutes; (ii) the March 16, 2026 Work Session minutes; (iii) ratification of claims for payment including check numbers 29608 through 29651 and electronic payments issued from March 12, 2026 to April 15, 2026, totaling \$1,425,616.50; (iv) the 2026 Cooperative Agreement for Water Infrastructure among the District, Castle Pines Village Metropolitan District, and The Country Club at Castle Pines, in substantially the form presented, with authorization for the District Manager to execute the same; (v) the clarification to the District's Rules and Regulations regarding combined service lines; (vi) the Water Distribution System Risk Analysis proposal from Kennedy/Jenks Consultants; (vii) the updated benefits offering adding the Colorado PERA Roth option and the Colorado PERA 457 Deferred Compensation Plan, and the associated Employer Participation Agreements; (viii) the proposal for the Security Master Plan, Risk and Resilience Assessment update, and Emergency Response Plan update; and (ix) the Croft Court Waterline Replacement engineering proposal.

## **FINANCE REPORT**

Molly Janzen of Elevated Clarity presented the April Finance Report in the absence of Mr. Harris. Ms. Janzen reported that the financials reflect activity through February 28, 2026, and that more detailed projections will be presented with the first-quarter financial report at the May Board Meeting. Ms. Janzen noted that the District's cash balance has decreased relative to the prior year as anticipated in connection with active capital project spending. Ms. Janzen also reviewed current initiatives being supported by Elevated Clarity, including the implementation of the CUSI UB4 utility billing system upgrade (with go-live anticipated in June 2026), continued improvements to the District's financial reporting and chart of accounts, preparation for the 2025 annual audit (anticipated to begin May 11, 2026, with coordination underway with the City of Castle Pines regarding asset transfers), and the forthcoming reserves policy.

### **Authorization to Open a New District Operating Checking Account and Assignment of Signers**

In response to the public comment raised by Mr. Dawes and to questions from the Board, Ms. Janzen and Mr. Travis indicated that Mr. Harris had been principally responsible for the evaluation of banking alternatives and was best positioned to address the Board's questions in person. Director Radloff summarized the rationale presented at the April 20, 2026 Work Session, including the local Colorado bank presence, the Denver-based lockbox (relative to the existing out-of-state lockbox in Texas), and the expected reduction in service fees. By consensus of the Board, action on the resolution authorizing the new operating checking account was tabled to a future meeting at which Mr. Harris is available to present.

### **Authorization to Open a CSAFE Local Government Investment Pool Account and Assignment of Signers**

Ms. Janzen explained that the purpose of the proposed CSAFE account is to diversify the District's invested funds, which are currently held entirely in ColoTrust, by rebalancing approximately 50/50 between ColoTrust and CSAFE. Director Radloff raised a question regarding the resolution's reference to the District's responsibility to implement proper security procedures to safeguard the account. Mr. Polito explained that the language was drawn from a model resolution and that he would coordinate with Mr. Harris regarding the underlying rationale. By consensus of the Board, action on the CSAFE resolution was tabled together with the operating checking account resolution.

## **LEGAL COUNSEL STATUS REPORT**

### **Legal Status Report**

Legal Counsel Paul Polito reviewed the Legal Status Report. The report was consistent with the report presented at the April 20, 2026 Work Session, with the addition of the proposed Resolution Adopting Water Use Restrictions and Amending the Water Conservation Rebate Program addressed below.

### **Memorandum on Colorado Statutory Restrictions on HOA Regulation of Water-Wise Landscaping**

Mr. Polito presented his memorandum addressing the Colorado statutory framework that preempts HOA authority with respect to water-wise landscaping and drought-related lawn maintenance. Mr. Polito explained that the most directly relevant provision for the District's purposes is the statutory prohibition on HOA fines against homeowners for failing to maintain landscaping standards inconsistent with a water provider's mandatory water use restrictions.

Director Enquist thanked Mr. Polito for the memorandum and asked whether the District should proactively communicate the substance of these protections to HOAs and to residents. Mr. Travis indicated that he intends to bring the memorandum directly to HOAs, school districts, and other large irrigators within the District, and Mr. Polito and Director Enquist agreed that a simplified resident-facing communication highlighting the prohibition on HOA fines during mandatory water restrictions would also be appropriate. Mr. Travis indicated he would coordinate with the District's communications consultant.

### **Resolution Adopting Water Use Restrictions and Amending the Water Conservation Rebate Program**

Mr. Polito presented the proposed Resolution Adopting Water Use Restrictions and Amending the District's Water Conservation Rebate Program. Mr. Polito addressed Mr. Dawes' procedural concerns, explaining that special districts are not subject to the formal ordinance-style notice and hearing procedures applicable to municipal rate changes; that the District's general statutory rulemaking authority under C.R.S. § 32-1-1001 requires only adoption at a public meeting in compliance with the Colorado Open Meetings Law and substantive consistency with the District's Service Plan and rules; and that the proposed resolution's warning-then-fine structure builds in additional procedural protection at the customer level.

Following extensive discussion, the Board reached consensus that the resolution as drafted was not yet ready for adoption. Specifically, Directors expressed concern that the resolution relied on a finding under Section 12.2 of the Rules and Regulations that the District is facing an immediate shortage in its supply of water, which is not the District's actual circumstance. Directors also indicated that customers and HOAs should receive substantial advance notice (a minimum of 30 to 60 days) before the District transitions from voluntary to mandatory watering restrictions, and that the District should pursue resident outreach in the interim, including a potential town hall, to bring the community along. Mr. Polito recommended that he be directed to prepare a separate amendment to the Rules and Regulations broadening the basis on which the District may adopt water use restrictions, so that a finding of immediate shortage is not required as a procedural predicate.

The Board also engaged in a discussion of the proposed enforcement structure. Director Mulvey expressed reservations regarding the use of smart meter data as the basis for fines, and Mr. Santini suggested that the District could instead consider using its tiered rate structure to disincentivize excess usage. Mr. Polito noted that any restructuring of the District's rates would require its own statutory notice and public hearing procedure, and that the time-of-day watering restrictions in particular would be difficult to enforce solely through rate structure adjustments. The Board agreed to revisit the enforcement mechanism at a future study session.

Mr. Travis recommended that the Board not delay adoption of Sections 6 and 7 of the proposed resolution, which address amendments to the District's landscape rebate program and continuation of existing conservation programs and which are not subject to the concerns above. Upon motion by Director Radloff, seconded by Director Enquist, and unanimous vote of the Board, the Board approved the directives from Sections 6 and 7 of the proposed resolution.

### **Intergovernmental Agreement with the City of Castle Pines – Castle Pines Parkway Westbound Reconstruction and Water Line Replacement**

Mr. Polito presented the Intergovernmental Agreement with the City of Castle Pines previously reviewed at the April 20, 2026 Work Session. Director Radloff noted that the Agreement provides for the City to invoice the District for its full estimated share upon issuance of the notice of award and to administer the construction account, and asked Mr. Travis, Mr. Santini, and Mr. Harris to

confirm that District staff are positioned to administer the IGA on those terms. Mr. Polito noted that paragraph 8(f) of the Agreement provides for the City to deliver copies of all approved pay applications to the District as they are processed, and establishes a post-completion accounting and dispute mechanism, including a District-elected independent CPA review with cost-shifting to the City for discrepancies in excess of \$5,000. Mr. Travis confirmed that District staff in practice review and approve pay applications in advance of City payment under the prior IGA and agreed that the IGA language could be conformed to reflect that practice.

Upon motion by President Blanckaert, seconded by Director Mulvey, and unanimous vote of the Board, the Board approved the Intergovernmental Agreement between the District and the City for the Water Line Replacement Project, including amended language requiring District review and approval of pay applications for the Water Line Replacement components, and authorized the District Manager to execute the agreement and any minor, non-substantive revisions necessary to finalize the document.

## **DISTRICT MANAGER REPORT**

### **Douglas County Water Commission**

Mr. Travis reported that he and Mr. Santini attended the second user group meeting hosted by Forsgren Associates in connection with the Douglas County 2050 Water Plan. Provider feedback continues to focus on the limited planning horizon (extending only to 2050) and the plan's heavy reliance on groundwater. The County will undertake public outreach in the coming months, with the next draft anticipated late summer or early fall 2026.

### **Regional Water Supply Study**

Mr. Travis reported that the Stantec regional water supply study remains on budget, with a virtual workshop scheduled for April 29, 2026 to review water yield findings, an in-person workshop scheduled for mid-May, and the final report anticipated in June or early July 2026.

### **Interconnect Pump Station Surge System Modifications**

Mr. Travis reported that design of the Interconnect Pump Station surge system modifications is complete and that the total project cost is anticipated to fall below the District's public bid threshold. Staff is directly soliciting pricing from five qualified contractors, with positive responses received from three to date and a bid deadline of June 1, 2026. The total project cost is currently estimated at approximately \$80,000 to \$90,000, with construction targeted for completion before October 1, 2026, in advance of the next interconnect operating season.

### **South Tank Rehabilitation Capital Project**

Mr. Travis reported that the South Tank Rehabilitation Capital Project will be procured using the CMGC delivery method, that contract documents have been reviewed and approved by Legal Counsel, and that site walks have been conducted with four prospective contractors. Mr. Travis requested that the Board designate a Board representative to participate in the contractor evaluation, consistent with the process used on the Filter Beds Rehabilitation. By consensus of the Board, Vice President Jana Krell was designated as the Board representative.

## **OPERATIONS AND ENGINEERING REPORT**

Mr. Travis presented the Operations and Engineering Report. Director Mulvey identified a roadway grade differential at the lower end of Serena Drive in the vicinity of the pump station that has caused vehicles to drive around the area onto the opposing lane. Mr. Travis agreed to

investigate the condition and to deploy traffic control as appropriate. In response to a question from Director Enquist regarding the schedule for the City's reconstruction of westbound Castle Pines Parkway, Mr. Travis reported that the City has communicated a target start of June 2026.

### **DIRECTOR'S MATTERS**

Director Radloff commended Mr. Travis and the District for participating in the Douglas County Sheriff's Office medication take-back event held on Saturday, at which 1,148 pounds of unused and expired medications were collected and diverted from the water supply. Director Radloff suggested that the District consider expanding its participation in future events on a regional basis.

### **ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned.