

# CASTLE PINES NORTH



## METROPOLITAN DISTRICT

### Board Meeting Agenda

Monday, March 25<sup>th</sup>, 2024, at 6:00 p.m.  
7404 Yorkshire Drive, Castle Pines, CO 80108


CPNMD residents are welcome to participate either in person or via **Zoom**  
To **Zoom** in, visit- [www.cpnmd.org/board-meetings](http://www.cpnmd.org/board-meetings)

- I. Welcome. Call meeting to order. Pledge of Allegiance
- II. Roll call. Determination of quorum. Disclosure of potential conflicts
- III. Consider approving the March 25<sup>th</sup>, 2024, board meeting agenda.
- IV. Consider approving February 26<sup>th</sup>, 2024, board meeting minutes.
- V. Public comment period (Three-minute maximum per person)
- VI. Communication Director's report
  - A. Highlights from the past month.
  - B. Looking Ahead
- VII. Finance Director's Report
  - A. Ratify claims for payment including check numbers 28424 - 28479 and electronic payments issued from February 21, 2024, through March 20, 2024.

	February	March	Totals
Enterprise Funds	\$661,548.88	\$216,033.70	\$877,582.58
Electronic Payments (all funds)	\$25,129.90	\$25,669.60	\$50,799.50
<b>Total Expenditures</b>	<b>\$686,678.78</b>	<b>\$241,703.30</b>	<b>\$928,382.08</b>

- VIII. Legal Counsel's report
- IX. District Manager's report

- A. SSO Violation update, civil penalty amount & options.
- B. Consider resident request for bill forgiveness.
- C. Update on credit card fees and bank driven bill payments.
- D. Parcel Transfer Update
- E. Capital Project update.
  - 1. Yorkshire Waterline replacement.
  - 2. Monarch Waterline replacement.
  - 3. Filter Rehab Project.
  - 4. Well Vault Rehab Project.
- X. Determine Necessity of April Study Session.
- XI. Director's Matters
- XII. Adjourn



02/15/24 - 03/15/24

# COMMUNICATIONS REPORT

# Our Team

## Bailey Budnik

Growing up in the digital age, I have seen first-hand the positives social media and the online world can bring. I always found interest in the connections and knowledge it creates. I started Elara with a vision of showcasing businesses' unique voices online. My background includes a M.S. Degree in Professional Communication with a focus in Digital Marketing. On days not behind a screen, you will most likely find me exploring the mountains of Colorado (probably skiing!) and enjoying a matcha latte.

## Heather Austin

### Designer

I love all things graphic design, tackling a variety of projects in different mediums, including digital/print graphics, web design, coding, email, and more.

I graduated from Clarkson University with a B.S. in Technical Communications and a concentration in Web Design. I work near Denver, Colorado and love to work out and rock climb in my spare time. My past work experiences include being project designers at Google and META.

## Sarah McGee

### Content Manager

With communication becoming more integral in everyday lives, I am driven to help businesses thrive in the digital landscape by implementing effective marketing strategies tailored to each brand's unique needs. In my downtime, I am often traveling to different countries and immersing myself into the many diverse cultures. When I'm not traveling the world, I continue to explore Colorado!

## Erick Jansen

### Media Coordinator

My focus is on capturing videography and photography content aligned with the business's goals and their marketing strategy.

# Marketing Channels

- Castle Pines North Metropolitan District Website
- Email Marketing
- Instagram
- Facebook
- NextDoor
- The Castle Pines Connection
- Billing Inserts

# CPNMD Website

## UPDATES

- Completed:
  - 2024 Watering Schedule
  - March Communication Update
  - Yorkshire Project Update
  - Continued Capital Project Updates
  - Discolored Water Notice
  - Updated Meet Our Staff
  - Billing Payment Options Communication
  
- Next 30-Days Plan
  - Continued Capital Project Update
  - Continued Watering Schedule Promotion
  - April Communication Update
  - May Open House Promotion
  - Meet Our Staff Presentation
  - Billing Payment Options Communication
  - Education on Water District

## ENGAGEMENT

- Website Visits
  - February: 58,809 (+87% increase from January Website Visits)

# Email

**COMMUNICATION: SEE PAGE 13-15**

## **UPDATES**

- Completed:
  - 2024 Watering Schedule
  - March Communication Update
  - Yorkshire Project Update
  - Continued Capital Project Updates
  - Discolored Water Notice
  - Updated Meet Our Staff
  - Billing Payment Options Communication
- Next 30-Days Plan
  - Continued Capital Project Update
  - Continued Watering Schedule Promotionn
  - April Communication Update
  - May Open House Promotion
  - Meet Our Staff Presentation
  - Billing Payment Options Communication
  - Education on Water District

## **ENGAGEMENT**

- Recipients
  - 1,531
- Opens
  - 68.9% (Consistent from past 30 days)
- Website Links
  - 11.8% (+27% increase from the past 30 days)

# Instagram/Facebook

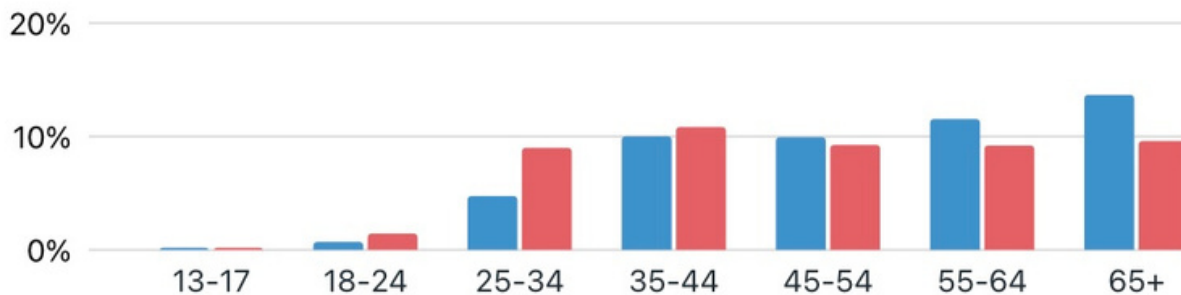
COMMUNICATION: PLEASE SEE PAGE 8-12

## ENGAGEMENT

- Total Impressions:
  - 47,115(+62.1% increase from the past 30 days)
- Total Profile Views
  - 1,452 (+48.2% increase from the past 30 days)
- Total Website Clicks
  - 598 (+69.5% increase from the past 30 days)
- New Follows
  - Instagram: +34 (56 total)
  - Facebook: +11 (18 total)
- Audience Demographic: See Right for Graph

**BLUE: MEN**

**RED: WOMEN**



## Audience details

Location

United States: Castle Pines (+10 mi) Colorado

Age

18 - 65+



# NextDoor

**COMMUNICATION: SAME CONTENT SHARED AS ON FACEBOOK AND INSTAGRAM.  
SEE PAGE 8-12**

## **ENGAGEMENT**

- Total Impressions:
  - 4747 (+555% increase from past 30 days)
- Total Website Clicks
  - 268 (+23.9% increase from past 30 days)
- New Follows: +2 (4 total)

# Castle Pines Connection

**COMMUNICATION: PLEASE SEE PAGE 16**

## **UPDATES**

- March Issue
  - Yorkshire Updates
  - Focus on Aligning Capital Projects with City Infrastructure Updates
  - Community Communications Survey

# Billing Inserts

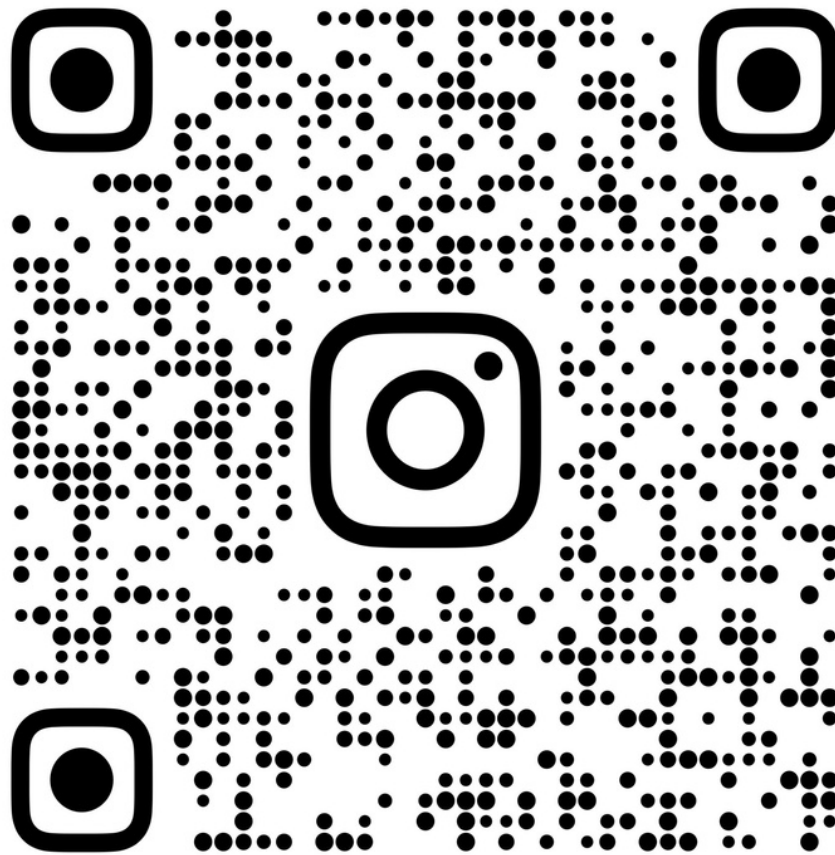
**COMMUNICATION: PLEASE SEE PAGE 17**

## **UPDATES**

- March Billing Insert
  - Conservation Programs
  - Automatic Payments

# Content Shared Across Instagram, Facebook, and NextDoor

SCAN FOR VIDEO ADDRESSING YORKSHIRE CAPITAL PROJECT



REEL SHARED ON MARCH 12  
BY CASTLEPINESNORTHMETRODISTRICT

## Content Shared Across Instagram, Facebook, and NextDoor

CASTLE PINES NORTH  
METROPOLITAN DISTRICT

WHO WE ARE

# Castle Pines North Metropolitan District

We are a Title 32 Special District. We serve residents of the City of Castle Pines, west of I-25, in Douglas County, Colorado. We provide water and wastewater services to approximately **12,000 residents**, as well as a number commercial customers, via roughly **3,900 service connections**.

[www.cpnmd.org](http://www.cpnmd.org)

## Content Shared Across Instagram, Facebook, and NextDoor

CASTLE PINES NORTH  
METROPOLITAN DISTRICT

WHAT WE DO

# Our Services



**WATER:** We produce up to 4.2 million gallons a day of clean, reliable, drinking water for our residents. Accomplished, by either treating our water from our aquifers, or utilizing our renewable resources through an agreement with Centennial Water and Sanitation District.



**WASTEWATER:** Every day, more than 500,000 gallons of wastewater are collected through various pipelines and pumping facilities, and sent to be treated at our regional wastewater treatment plant (Plum Creek Water Reclamation Authority). The treated wastewater is either stored in Chatfield Reservoir, or used to provide water for The Ridge Golf Course.

## Content Shared Across Instagram, Facebook, and NextDoor

CASTLE PINES NORTH  
METROPOLITAN DISTRICT

# Potential Discolored Water Notification

Beginning 03/18/2024 and for the following 4-6 weeks, there is an increased potential for discolored water in our disruption system due to the Monarch Waterline and Road Construction Project.



# Content Shared Across Instagram, Facebook, and NextDoor

**CASTLE PINES NORTH**  
METROPOLITAN DISTRICT

Chief Home Inspection

HOA #3 Community Pool

Tangleoak Ln

Berkshire Ln

The Retreat Park

Castle Pines Pkwy

**CAPITAL PROJECT UPDATE**  
**YORKSHIRE DRIVE WATER**  
**LINE REPLACEMENT**

CPNMD DISTRICT OFFICE

## March Email Communication



# CAPITAL PROJECT UPDATE

As Castle Pines North Metropolitan District, we wanted to highlight our first Capital Project of the year - The Yorkshire Water Line Replacement.

Whenever possible, we strategically synchronize with the city's road construction for our capital water line replacements to optimize cost efficiency and preserve community resources.

This project is set to be completed by Mid April 2024.



**SCAN TO LEARN MORE!  
WATCH NATHAN TRAVIS, CPNMD DISTRICT  
MANAGER, DISCUSS THE YORKSHIRE  
WATER LINE REPLACEMENT PROJECT**

## DISTRICT INFORMATION

### SUMMER LAWN WATERING SCHEDULE

**>>>** READ MORE

Beginning in May, we will implement our Summer Lawn Watering Schedule to ensure responsible water use. By adhering to this schedule, we can contribute to water conservation efforts while maintaining the lushness of our lawns.

[CLICK HERE TO VIEW THE 2024 SUMMER LAWN WATERING SCHEDULE](#)



READ MORE <<<

This season, we invite our residents to partner with us in resource conservation by participating in one, two, or all three of our Conservation Programs! Receive money back, lower your monthly water bill, and promote water-efficient practices to aid in responsible water consumption during the warmer months.

# WATER CONSERVATION REBATES PROGRAM



SCAN TO LEARN MORE!

INTERESTED IN JOINING OUR REBATE PROGRAM?  
VISIT [WWW.CPNMD.ORG/CONSERVATION-PROGRAMS](http://WWW.CPNMD.ORG/CONSERVATION-PROGRAMS)

## QUICK TIPS TO USE LESS WATER!

**SCRATCH THE GRASS. AND REPLACE IT WITH XERIC SHRUBS, GROUND COVERS AND WATER-EFFICIENT GRASSES, SUCH AS BLUE GRAMA, BUFFALO GRASS AND DOG TUFF™.**

**REDUCE FERTILIZER FEVER. FERTILIZER PROMOTES PLANT GROWTH, BUT ALSO INCREASES WATER CONSUMPTION. APPLY THE MINIMUM AMOUNT NEEDED.**

Equipment	Rebate Amount
<b>Rotator Sprinkler Nozzles</b> (Residential/Commercial)	Up to \$5/nozzle; replacement only. (Limit 20 nozzles household/200 Commercial)
<b>Rain Sensors</b> (Residential)	Up to 50% of the purchase price (maximum \$50). (Limit one per household)
<b>Evapotranspiration Controller</b> (Residential)	Up to 50% of the cost of the controller (maximum \$300). (Limit one per household)
<b>Evapotranspiration Controller</b> (HOA/Commercial)	Up to 50% of the cost of the controller (maximum \$300/each). Limit 5 controllers per HOA/Commercial customer.
<b>Sod Replacement</b> (Residential)	\$0.50/sq. ft. (500 sq. ft minimum, 4,000 sq. ft. maximum.) <u>The Metro District must first review &amp; approve plan.</u> Customer must submit before and after photos and all landscape material receipts. <b>Can be used in addition to NEW lawn replacement program!</b>
<b>Sod Replacement</b> (HOA/Commercial)	\$1.00/sq. ft. (5,000 sq. ft minimum, 15,000 sq. ft. maximum) <u>The Metro District must first review &amp; approve plan.</u> Customer must submit before and after photos and all landscape material receipts.
<b>Water Efficient Showerhead</b> (Residential)	\$10/showerhead. (Limit 4 per household; replacements only.)

## SIMPLIFY YOUR PAYMENTS WITH AUTOMATIC BANK DRAFT

>>> READ MORE

For your convenience, we offer the option to sign up for automatic bank draft payments. This hassle-free method ensures that your payments are deducted automatically from your checking or savings account.

SCAN TO LEARN MORE!

TO ENROLL, DOWNLOAD THE FORM BY SCANNING THE QR CODE PROVIDED OR VISIT OUR WEBSITE AT [WWW.CPNMD.ORG/AUTOMATIC-BILL-PAYMENT-AUTHORIZATION-ACH](http://WWW.CPNMD.ORG/AUTOMATIC-BILL-PAYMENT-AUTHORIZATION-ACH).



## REMINDER

STARTING **MAY 1ST, 2024**, THERE WILL BE **A 2.25% PROCESSING FEE**  
FOR CUSTOMERS PAYING THEIR BILLS WITH A  
**CREDIT CARD OR DEBIT CARD.**

THIS ADJUSTMENT IS NECESSARY TO COVER THE COSTS ASSOCIATED  
WITH CREDIT AND DEBIT CARD TRANSACTIONS

WE APPRECIATE YOUR UNDERSTANDING AND COOPERATION  
AS WE WORK TO MAINTAIN EFFICIENT SERVICES  
FOR THE COMMUNITY.



FOLLOW US ON SOCIAL MEDIA!

**@CastlePinesNorthMetroDistrict**

# March Connection Advertisement

## CASTLE PINES NORTH

METROPOLITAN DISTRICT™



We are excited to share the latest developments on several infrastructure projects that aim to enhance the efficiency and sustainability of our community.

Castle Pines North Metro District (CPNMD) is actively collaborating with the City of Castle Pines on multiple initiatives to align road construction projects with capital water line replacements, including the upcoming Monarch roadway improvements. This strategic partnership is designed to optimize resources, minimize disruptions, and save our residents from unnecessary expenses.

As we await the start of the Monarch Roadway Reconstruction Project, the Yorkshire Water Line Replacement Project is underway! Excavation has started, beginning with the North end of the project progressing

south. Potholing and hand digging are being employed to locate lateral water services, with careful markings on the asphalt indicating depth. Construction for the waterline is expected to be completed within the next couple of months.

We are grateful for your continued support as we work diligently to improve and maintain our community's infrastructure. These projects signify a proactive approach to our community infrastructure and collaboration with the city.



We need your feedback! Please take a few minutes to complete our Communications Survey.

Scan the code below or visit [www.surveymonkey.com/r/ZXKYJN9](http://www.surveymonkey.com/r/ZXKYJN9) to complete!

## March Billing Insert



### 2024 CONSERVATION PROGRAMS

Explore our water-saving programs at CPNMD, including Conservation Rebates, Slow the Flow, and the Lawn Replacement Program in partnership with Resource Central.



Find more details by visiting [www.cpnmd.org/conservation-programs](http://www.cpnmd.org/conservation-programs) or scanning the provided QR code.

### SET-UP AUTOMATIC PAYMENTS

Visit [www.cpnmd.org/automatic-bill-payment-authorization-ach](http://www.cpnmd.org/automatic-bill-payment-authorization-ach) or scan the code below to download and complete our Automatic Bill Payment Authorization form.

#### YOU CAN SUBMIT YOUR FORM THROUGH ANY OF THE FOLLOWING METHODS:

PLEASE INCLUDE A COPY OF A VOIDED CHECK

**Email:** Send the completed form and voided check to [Susan@cpnmd.org](mailto:Susan@cpnmd.org).

**Mail:** Mail your documents to our District Office.

**Drop Off:** Return to our District Office.



#### REMINDER:

Credit Card Bill Payment Fees  
Beginning May 1st 2024, Customers paying their bill with a credit card will be charged a 2.25% processing fee.



<i>TO:</i>	Castle Pines North Metropolitan District Board of Directors
<i>FROM:</i>	Phyllis Brown and Andrea Manion Community Resource Services of Colorado
<i>SUBJ:</i>	Financial Update
<i>DATE:</i>	3/25/2024

1. **Property and Specific Ownership Tax**–

Douglas County tax revenues recognized by the District through February 2024 totaled \$410,402.62. Property taxes for 2024 are allocated 75% to the Water Fund and 25% to the Wastewater Fund.

2. **Enterprise Fund Activity**

- Billed water usage in the month of February 2024 was 16,844,000, a 2.83% decrease from water usage in February 2023.

	Total Billable Usage (Gallons)									
	2020	Cumulative	2021	Cumulative	2022	Cumulative	2023	Cumulative	2024	Cumulative
January	17,293,004	17,293,004	18,151,000	18,151,000	20,046,000	20,046,000	26,439,000	26,439,000	20,217,000	20,217,000
February	14,982,003	32,275,007	17,457,000	35,608,000	20,853,100	40,899,100	17,334,000	43,773,000	16,844,000	37,061,000
March	16,335,744	48,610,751	17,858,000	53,466,000	16,836,000	57,735,100	17,766,000	61,539,000		37,061,000
April	24,158,000	72,768,751	18,712,000	72,178,000	41,324,000	99,059,100	24,839,000	86,378,000		37,061,000
May	71,928,000	144,696,751	35,457,000	107,635,000	84,723,000	183,782,100	37,307,000	123,685,000		37,061,000
June	102,094,000	246,790,751	94,733,000	202,368,000	111,124,000	294,906,100	45,739,003	169,424,003		37,061,000
July	103,182,000	349,972,751	108,586,000	310,954,000	105,870,004	400,776,104	82,846,000	252,270,003		37,061,000
August	129,364,000	479,336,751	115,338,000	426,292,000	77,481,009	478,257,113	77,494,000	329,764,003		37,061,000
September	82,736,000	562,072,751	99,888,000	526,180,000	73,357,011	551,614,124	69,434,000	399,198,003		37,061,000
October	50,520,000	612,592,751	46,326,000	572,506,000	46,674,005	598,288,129	61,514,000	460,712,003		37,061,000
November	20,576,000	633,168,751	20,919,000	593,425,000	29,710,000	627,998,129	20,852,000	481,564,003		37,061,000
December	17,717,000	650,885,751	18,294,000	611,719,000	29,684,000	657,682,129	17,116,000	498,680,003		37,061,000

- Billed sewer usage was 19,142,015 for February 2024 vs 18,341,670 for February 2023, a 4.36% increase.
- Water and sewer revenues for the month of February 2024 was \$488,526 vs \$498,209 in February 2023, a 1.94% decrease.



**Castle Pines North Metropolitan District  
Disbursements Summary  
For the Period February 21, 2024 - March 20, 2024  
TO BE RATIFIED**

**CHECKS - 28424 through 28479**

Amount

**Enterprise Funds**

February 21, 2024 - February 29, 2024  
March 1, 2024 - March 20, 2024

\$ 661,548.88  
216,033.70

**Total - Enterprise Funds**

**\$ 877,582.58**

**TOTAL CHECKS TO BE RATIFIED**

**\$ 877,582.58**

**ELECTRONIC PAYMENTS (all funds)**

February 21, 2024 - February 29, 2024  
March 1, 2024 - March 20, 2024

\$ 25,129.90  
25,669.60

**TOTAL ELECTRONIC PAYMENTS TO BE RATIFIED**

**\$ 50,799.50**

**Total All Funds Payments to be Ratified**

**\$ 928,382.08**

**Castle Pines North Metropolitan District**  
**Electronic Payments Report**  
**For the Period February 21, 2024 - March 20, 2024**  
**TO BE RATIFIED**

	Amount
<b><u>Electronic Payments</u></b>	
Century Link	\$ -
Xcel (Month-End February)	4,306.49
Payroll & payroll related items (Month-End February)	15,975.55
Payroll & payroll related items (Mid-Month March)	14,740.29
Bank Service Charges	7,189.80
United Healthcare	3,646.16
Bluefin	93.35
Citywide Visa Credit Card Payment	4,478.46
<b>Total Electronic Payments</b>	<b>\$ <u>50,430.10</u></b>

**Castle Pines North Board of Directors**

J. Blanckaert - No Payment for Meeting Attendance	\$ 92.35
T. Radloff - No payment for Meeting Attendance	92.35
J. Krell - Payment for Meeting Attendance	92.35
L. Engquist - Payment for Meeting	92.35
J. Mulvey - No payment	-
<b>Total payments to Board of Directors</b>	<b>\$ <u>369.40</u></b>

<b>Total Electronic Payments to be Ratified - All funds</b>	<b>\$ <u>50,799.50</u></b>
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# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
360 Underground Ltd	Computer Check 28424	02/21/2024	02/21/2024	\$5,790.00	10-00-00-1127	Citywide Bank	\$0.00	\$5,790.00
			Posted		10-00-60-1990	Category Cash	\$5,790.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$5,790.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$5,790.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
24016	02/06/2024	Locate Service- Januar	\$5,790.00	\$5,790.00	60-60-00-5361	Underground Utility Locates		\$3,763.50
24016	02/06/2024	Locate Service- Januar	\$5,790.00	\$5,790.00	60-61-00-5361	Underground Utility Locates		\$2,026.50
<i>Totals:</i>								\$5,790.00
Centennial Water & Sanitation	Computer Check 28425	02/21/2024	02/21/2024	\$58,702.62	10-00-00-1127	Citywide Bank	\$0.00	\$58,702.62
			Posted		10-00-60-1990	Category Cash	\$58,702.62	\$0.00
					60-00-00-2100	Accounts Payable Co	\$58,702.62	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$58,702.62
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
1111780407	01/31/2024	Centennial Water Deliv	\$58,702.62	\$58,702.62	60-60-00-5374	Centennial Delivery Charges		\$58,702.62
<i>Totals:</i>								\$58,702.62
Clarity For Your Chaos Inc	Computer Check 28426	02/21/2024	02/21/2024	\$4,871.00	10-00-00-1127	Citywide Bank	\$0.00	\$4,871.00
			Posted		10-00-60-1990	Category Cash	\$4,871.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$4,871.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$4,871.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
385	02/19/2024	WTP- Organization Prc	\$4,871.00	\$4,871.00	60-60-00-7759	WTP Building Construction/Filter		\$4,871.00
<i>Totals:</i>								\$4,871.00
COMCAST	Computer Check 28427	02/21/2024	02/21/2024	\$170.47	10-00-00-1127	Citywide Bank	\$0.00	\$170.47
			Posted		10-00-60-1990	Category Cash	\$170.47	\$0.00
					60-00-00-2100	Accounts Payable Co	\$170.47	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$170.47
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
9499	02/03/2024	HS Internet- 7404 York	\$170.47	\$170.47	60-60-00-5201	Telephone/Alarms		\$110.81
9499	02/03/2024	HS Internet- 7404 York	\$170.47	\$170.47	60-61-00-5201	Telephone/Alarms		\$59.66
<i>Totals:</i>								\$170.47
Community Resource Services	Computer Check 28428	02/21/2024	02/21/2024	\$58,130.50	10-00-00-1127	Citywide Bank	\$0.00	\$58,130.50
			Posted		10-00-60-1990	Category Cash	\$58,130.50	\$0.00
					60-00-00-2100	Accounts Payable Co	\$58,130.50	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$58,130.50

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	01/31/2024	Finance & Billing Serv	\$58,130.50	\$58,130.50	60-60-00-5145	Accounting and Payroll		\$37,784.82
	01/31/2024	Finance & Billing Serv	\$58,130.50	\$58,130.50	60-61-00-5145	Accounting and Payroll		\$20,345.68
<i>Totals:</i>								\$58,130.50
DTC Print Brokers	Computer Check 28429	02/21/2024	02/21/2024 Posted	\$1,065.00	10-00-00-1127	Citywide Bank	\$0.00	\$1,065.00
					10-00-60-1990	Category Cash	\$1,065.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$1,065.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$1,065.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
2195	02/08/2024	Water Bill Inserts	\$795.00	\$795.00	60-60-00-5222	Printing & Copying		\$516.75
2195	02/08/2024	Water Bill Inserts	\$795.00	\$795.00	60-61-00-5222	Printing & Copying		\$278.25
<i>Totals:</i>								\$795.00
2197	02/13/2024	S/O Door Hangers	\$270.00	\$270.00	60-60-00-5222	Printing & Copying		\$175.50
2197	02/13/2024	S/O Door Hangers	\$270.00	\$270.00	60-61-00-5222	Printing & Copying		\$94.50
<i>Totals:</i>								\$270.00
Elevated Restoration Services	Computer Check 28430	02/21/2024	02/21/2024 Posted	\$2,952.00	10-00-00-1127	Citywide Bank	\$0.00	\$2,952.00
					10-00-60-1990	Category Cash	\$2,952.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$2,952.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$2,952.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
21548	01/21/2024	LS3 Ozone System- Mc	\$2,952.00	\$2,952.00	60-61-00-5410	Collection - Chemical Treatment		\$2,952.00
<i>Totals:</i>								\$2,952.00
EPR	Computer Check 28431	02/21/2024	02/21/2024 Posted	\$127,407.54	10-00-00-1127	Citywide Bank	\$0.00	\$127,407.54
					10-00-60-1990	Category Cash	\$127,407.54	\$0.00
					60-00-00-2100	Accounts Payable Co	\$127,407.54	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$127,407.54
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
3756	02/08/2024	LS3- Remove & Replac	\$74,580.23	\$74,580.23	60-61-00-7766	Waste Water - Lift Station Renov		\$74,580.23
<i>Totals:</i>								\$74,580.23
3758	02/08/2024	Shoreham Dr & Monar	\$2,682.50	\$2,682.50	60-60-00-5360	Water Distribution R&M		\$2,682.50
<i>Totals:</i>								\$2,682.50
3760	02/08/2024	6349 Rockingham Way	\$10,908.86	\$10,908.86	60-60-00-5360	Water Distribution R&M		\$10,908.86
<i>Totals:</i>								\$10,908.86
3759	02/08/2024	LS3- Entry Apron off M	\$19,470.80	\$19,470.80	60-61-00-7766	Waste Water - Lift Station Renov		\$19,470.80
<i>Totals:</i>								\$19,470.80
3768	02/16/2024	1055 Deer Clover Way	\$19,765.15	\$19,765.15	60-60-00-5360	Water Distribution R&M		\$19,765.15

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
							<i>Totals:</i>	\$19,765.15
Family Support Registry	Computer Check 28432	02/21/2024	02/21/2024 Posted	\$286.50	10-00-00-1127	Citywide Bank	\$0.00	\$286.50
					10-00-00-2100	Accounts Payable Co	\$286.50	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
	02/15/2024	Wage Garnishment- FS	\$286.50	\$286.50	10-00-00-2110	Misc. Accounts Payable		\$286.50
							<i>Totals:</i>	\$286.50
Glacier Construction Co	Computer Check 28433	02/21/2024	02/21/2024 Posted	\$187,600.80	10-00-00-1127	Citywide Bank	\$0.00	\$187,600.80
					10-00-60-1990	Category Cash	\$187,600.80	\$0.00
					60-00-00-2100	Accounts Payable Co	\$187,600.80	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$187,600.80
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
2343-PA 10-Retainage	12/01/2023	HVAC System Upgrade	\$27,346.25	\$27,346.25	60-60-00-7758	WTP HVAC		\$27,346.25
							<i>Totals:</i>	\$27,346.25
2348-Pay App 4	02/09/2024	WTP Tank Rehabilitatic	\$160,254.55	\$160,254.55	60-60-00-7757	WTP Process Tank Rehab		\$160,254.55
							<i>Totals:</i>	\$160,254.55
Greystone Technology Group	Computer Check 28434	02/21/2024	02/21/2024 Posted	\$316.56	10-00-00-1127	Citywide Bank	\$0.00	\$316.56
					10-00-60-1990	Category Cash	\$316.56	\$0.00
					60-00-00-2100	Accounts Payable Co	\$316.56	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$316.56
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
82641	02/12/2024	Cloud Service- January	\$316.56	\$316.56	60-60-00-5166	Software Support		\$205.76
82641	02/12/2024	Cloud Service- January	\$316.56	\$316.56	60-61-00-5166	Software Support		\$110.80
							<i>Totals:</i>	\$316.56
Hamre Rodriguez Ostrander	Computer Check 28435	02/21/2024	02/21/2024 Posted	\$676.10	10-00-00-1127	Citywide Bank	\$0.00	\$676.10
					10-00-60-1990	Category Cash	\$676.10	\$0.00
					60-00-00-2100	Accounts Payable Co	\$676.10	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$676.10
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
14126	02/12/2024	Water Rights- Legal Se	\$676.10	\$676.10	60-60-00-5400	Professional Svcs - Water Rights		\$676.10
							<i>Totals:</i>	\$676.10
HBS	Computer Check 28436	02/21/2024	02/21/2024 Posted	\$1,774.00	10-00-00-1127	Citywide Bank	\$0.00	\$1,774.00
					10-00-60-1990	Category Cash	\$1,774.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$1,774.00	\$0.00

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Post Date Trans. Date	Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
					60-00-10-1990	Cash Allocation	\$0.00	\$1,774.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
FR3228137	06/09/2023	RO Delivery- 7233 Tenl	\$375.00	\$375.00	60-60-00-5360	Water Distribution R&M		\$375.00
						<i>Totals:</i>		\$375.00
FR3290598	06/23/2023	RO Delivery & Dump 8	\$940.00	\$940.00	60-60-00-5330	Water Treatment Plant R&M		\$470.00
FR3290598	06/23/2023	RO Delivery & Dump 8	\$940.00	\$940.00	60-61-00-5370	Collection - Repair and Maintena		\$470.00
						<i>Totals:</i>		\$940.00
FR3316977	07/14/2023	Roll Off Trash Service-	\$459.00	\$459.00	60-61-00-5370	Collection - Repair and Maintena		\$459.00
						<i>Totals:</i>		\$459.00
Kennedy Jenks Consultants Inc	Computer Check 28437	02/21/2024	02/21/2024 Posted	\$94,625.22	10-00-00-1127	Citywide Bank	\$0.00	\$94,625.22
					10-00-60-1990	Category Cash	\$94,625.22	\$0.00
					60-00-00-2100	Accounts Payable Co	\$94,625.22	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$94,625.22
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
169641	02/14/2024	CPN Town Center, PA-	\$663.06	\$663.06	60-60-00-5175	Engineering		\$430.99
169641	02/14/2024	CPN Town Center, PA-	\$663.06	\$663.06	60-61-00-5164	Engineering Services		\$232.07
						<i>Totals:</i>		\$663.06
169642	02/14/2024	Lift Stations Permitting	\$15,729.13	\$15,729.13	60-61-00-7766	Waste Water - Lift Station Renovi		\$15,729.13
						<i>Totals:</i>		\$15,729.13
169643	02/14/2024	WTP HVAC System Upi	\$4,031.24	\$4,031.24	60-60-00-7758	WTP HVAC		\$4,031.24
						<i>Totals:</i>		\$4,031.24
169644	02/14/2024	Liquid Ammonia Sulfat	\$9,128.77	\$9,128.77	60-60-00-7754	Backwash Reclaim Tank Upgrade		\$9,128.77
						<i>Totals:</i>		\$9,128.77
169645	02/14/2024	Tank Rehabilitation Prc	\$9,528.68	\$9,528.68	60-60-00-7757	WTP Process Tank Rehab		\$9,528.68
						<i>Totals:</i>		\$9,528.68
169646	02/14/2024	Well Vaults Rehabilitati	\$27,601.00	\$27,601.00	60-60-00-7760	Well Control Vault Rehab Program		\$27,601.00
						<i>Totals:</i>		\$27,601.00
169647	02/14/2024	Yorkshire Water Line R	\$3,673.61	\$3,673.61	60-60-00-7768	Yorkshire Water Line Replacemer		\$3,673.61
						<i>Totals:</i>		\$3,673.61
169648	02/14/2024	Facility Documentation	\$10,640.42	\$10,640.42	60-60-00-7755	WTP Site Plan / O&M Manual De		\$10,640.42
						<i>Totals:</i>		\$10,640.42
169649	02/14/2024	Monarch Water Line Re	\$1,719.59	\$1,719.59	60-60-00-7767	Monarch Waterline Replacement		\$1,719.59
						<i>Totals:</i>		\$1,719.59
169650	02/14/2024	Filter Beds Upgrade-Pil	\$7,005.80	\$7,005.80	60-60-00-7756	WTP Filter Rehabilitation Program		\$7,005.80
						<i>Totals:</i>		\$7,005.80
169651	02/14/2024	Wastewater Cease & D	\$396.81	\$396.81	60-61-00-5400	Collection - Emergency Response		\$396.81
						<i>Totals:</i>		\$396.81
169652	02/14/2024	2024 General Engineer	\$4,507.11	\$4,507.11	60-60-00-5175	Engineering		\$3,015.79

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
169652	02/14/2024	2024 General Engineer	\$4,507.11	\$4,507.11	60-61-00-5164	Engineering Services		\$1,491.32
							<i>Totals:</i>	\$4,507.11
Letters Plus	Computer Check 28438	02/21/2024	02/21/2024 Posted	\$6,000.00	10-00-00-1127 10-00-60-1990 60-00-00-2100 60-00-10-1990	Citywide Bank Category Cash Accounts Payable Co Cash Allocation	\$0.00 \$6,000.00 \$6,000.00 \$0.00	\$6,000.00 \$0.00 \$0.00 \$6,000.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	02/09/2024	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-60-00-5221	Postage & Freight		\$3,120.00
	02/09/2024	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-60-00-5222	Printing & Copying		\$780.00
	02/09/2024	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-61-00-5221	Postage & Freight		\$1,680.00
	02/09/2024	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-61-00-5222	Printing & Copying		\$420.00
							<i>Totals:</i>	\$6,000.00
M Gilmore Electric LLC	Computer Check 28439	02/21/2024	02/21/2024 Posted	\$190.00	10-00-00-1127 10-00-60-1990 60-00-00-2100 60-00-10-1990	Citywide Bank Category Cash Accounts Payable Co Cash Allocation	\$0.00 \$190.00 \$190.00 \$0.00	\$190.00 \$0.00 \$0.00 \$190.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
3721	02/07/2024	WTP-Trace out 120 Vo	\$190.00	\$190.00	60-60-00-5330	Water Treatment Plant R&M		\$190.00
							<i>Totals:</i>	\$190.00
Molly Rosenmeyer Designs	Computer Check 28440	02/21/2024	02/21/2024 Posted	\$1,427.50	10-00-00-1127 10-00-60-1990 60-00-00-2100 60-00-10-1990	Citywide Bank Category Cash Accounts Payable Co Cash Allocation	\$0.00 \$1,427.50 \$1,427.50 \$0.00	\$1,427.50 \$0.00 \$0.00 \$1,427.50
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
MR108	02/08/2024	CP Connection Feb Ad,	\$1,427.50	\$1,427.50	60-60-00-5169	Communications - Public Outrea		\$927.88
MR108	02/08/2024	CP Connection Feb Ad,	\$1,427.50	\$1,427.50	60-61-00-5169	Communications - Public Outrea		\$499.62
							<i>Totals:</i>	\$1,427.50
Mountain Peak Controls Inc.	Computer Check 28441	02/21/2024	02/21/2024 Posted	\$22,690.00	10-00-00-1127 10-00-60-1990 60-00-00-2100 60-00-10-1990	Citywide Bank Category Cash Accounts Payable Co Cash Allocation	\$0.00 \$22,690.00 \$22,690.00 \$0.00	\$22,690.00 \$0.00 \$0.00 \$22,690.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
30426	02/14/2024	SCADA computer prog	\$17,500.00	\$17,500.00	60-61-00-7766	Waste Water - Lift Station Renov		\$17,500.00
							<i>Totals:</i>	\$17,500.00

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
30430	02/19/2024	Various Projects- 2/6 tr	\$5,190.00	\$5,190.00	60-60-00-5320	Wells R&M		\$797.00
30430	02/19/2024	Various Projects- 2/6 tr	\$5,190.00	\$5,190.00	60-60-00-5330	Water Treatment Plant R&M		\$3,958.00
30430	02/19/2024	Various Projects- 2/6 tr	\$5,190.00	\$5,190.00	60-60-00-5360	Water Distribution R&M		\$435.00
<i>Totals:</i>								\$5,190.00
Office Depot Business Credit	Computer Check 28442	02/21/2024	02/21/2024 Posted	\$185.01	10-00-00-1127	Citywide Bank	\$0.00	\$185.01
					10-00-60-1990	Category Cash	\$185.01	\$0.00
					60-00-00-2100	Accounts Payable Co	\$185.01	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$185.01
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
6011566601198660	02/04/2024	Office Chair	\$185.01	\$185.01	60-60-00-5235	Office Furniture/Equipment		\$120.26
6011566601198660	02/04/2024	Office Chair	\$185.01	\$185.01	60-61-00-5235	Office Furniture/Equipment		\$64.75
<i>Totals:</i>								\$185.01
Pathian Administrators	Computer Check 28443	02/21/2024	02/21/2024 Posted	\$77.98	10-00-00-1127	Citywide Bank	\$0.00	\$77.98
					10-00-60-1990	Category Cash	\$77.98	\$0.00
					60-00-00-2100	Accounts Payable Co	\$77.98	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$77.98
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
183031	02/07/2024	Vision Insurance	\$77.98	\$77.98	60-60-00-5124	Employer Contr. Health Insurance		\$50.69
183031	02/07/2024	Vision Insurance	\$77.98	\$77.98	60-61-00-5124	Employer Contr. Health Insurance		\$27.29
<i>Totals:</i>								\$77.98
Plum Creek Water Reclamation	Computer Check 28444	02/21/2024	02/21/2024 Posted	\$62,779.03	10-00-00-1127	Citywide Bank	\$0.00	\$62,779.03
					10-00-60-1990	Category Cash	\$62,779.03	\$0.00
					60-00-00-2100	Accounts Payable Co	\$62,779.03	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$62,779.03
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
CPNMD0124	02/01/2024	Wastewater Treatment	\$60,695.70	\$60,695.70	60-61-00-5167	PCWRA Sewer Fees		\$60,695.70
RCPN0124	02/01/2024	Pond 16- January	\$2,083.33	\$2,083.33	60-60-00-5205	Reuse Pumping		\$2,083.33
<i>Totals:</i>								\$2,083.33
Principle Electric	Computer Check 28445	02/21/2024	02/21/2024 Posted	\$725.00	10-00-00-1127	Citywide Bank	\$0.00	\$725.00
					10-00-60-1990	Category Cash	\$725.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$725.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$725.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
2237	02/14/2024	LS6- Replace Exhaust F	\$725.00	\$725.00	60-61-00-5370	Collection - Repair and Maintena		\$725.00
							<i>Totals:</i>	\$725.00
RubinBrown LLP	Computer Check 28446	02/21/2024	02/21/2024 Posted	\$8,650.00	10-00-00-1127	Citywide Bank	\$0.00	\$8,650.00
					10-00-60-1990	Category Cash	\$8,650.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$8,650.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$8,650.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
988634	01/31/2024	2022 Audit- Final billin	\$8,650.00	\$8,650.00	60-60-00-5146	Audit		\$5,622.50
988634	01/31/2024	2022 Audit- Final billin	\$8,650.00	\$8,650.00	60-61-00-5146	Auditing		\$3,027.50
							<i>Totals:</i>	\$8,650.00
Seter, Vander Wall & Mielke, P.	Computer Check 28447	02/21/2024	02/21/2024 Posted	\$10,882.70	10-00-00-1127	Citywide Bank	\$0.00	\$10,882.70
					10-00-60-1990	Category Cash	\$10,882.70	\$0.00
					60-00-00-2100	Accounts Payable Co	\$10,882.70	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$10,882.70
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
86679	01/31/2024	Legal Service	\$10,882.70	\$10,882.70	60-60-00-5163	Legal Services		\$7,073.76
86679	01/31/2024	Legal Service	\$10,882.70	\$10,882.70	60-61-00-5163	Legal Services		\$3,808.94
							<i>Totals:</i>	\$10,882.70
SRH Cleaning Services LLC	Computer Check 28448	02/21/2024	02/21/2024 Posted	\$3,000.00	10-00-00-1127	Citywide Bank	\$0.00	\$3,000.00
					10-00-60-1990	Category Cash	\$3,000.00	\$0.00
					60-00-00-2100	Accounts Payable Co	\$3,000.00	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$3,000.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
1049	02/13/2024	WTP Cleaning	\$3,000.00	\$3,000.00	60-60-00-5330	Water Treatment Plant R&M		\$3,000.00
							<i>Totals:</i>	\$3,000.00
Gary & Beth Goldberg	One-Time Check 28449	02/21/2024	02/21/2024 Posted	\$60.98	10-00-00-1127	Citywide Bank	\$0.00	\$60.98
					10-00-60-1990	Category Cash	\$60.98	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$60.98
					60-60-00-4409	Refunds	\$60.98	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	02/21/2024		\$0.00	\$0.00	10-00-60-1990	Category Cash		\$60.98
	02/21/2024		\$0.00	\$0.00	60-60-00-4409	Refunds		\$60.98
							<i>Totals:</i>	\$121.96

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Mark & Dawn Abram	One-Time Check 28450	02/21/2024	02/21/2024	\$94.32	10-00-00-1127	Citywide Bank	\$0.00	\$94.32
			Posted		10-00-60-1990	Category Cash	\$94.32	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$94.32
					60-60-00-4409	Refunds	\$94.32	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
	02/21/2024		\$0.00	\$0.00	10-00-60-1990	Category Cash		\$94.32
	02/21/2024		\$0.00	\$0.00	60-60-00-4409	Refunds		\$94.32
<i>Totals:</i>								\$188.64
Kirk & Amy Sloan	One-Time Check 28451	02/21/2024	02/21/2024	\$88.59	10-00-00-1127	Citywide Bank	\$0.00	\$88.59
			Posted		10-00-60-1990	Category Cash	\$88.59	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$88.59
					60-60-00-4409	Refunds	\$88.59	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
	02/21/2024		\$0.00	\$0.00	10-00-60-1990	Category Cash		\$88.59
	02/21/2024		\$0.00	\$0.00	60-60-00-4409	Refunds		\$88.59
<i>Totals:</i>								\$177.18
Companion Life	Computer Check 28452	02/22/2024	02/22/2024	\$329.46	10-00-00-1127	Citywide Bank	\$0.00	\$329.46
			Posted		10-00-60-1990	Category Cash	\$329.46	\$0.00
					60-00-00-2100	Accounts Payable Co	\$329.46	\$0.00
					60-00-10-1990	Cash Allocation	\$0.00	\$329.46
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
744883	02/19/2024	Dental Insurance- Marc	\$329.46	\$329.46	60-60-00-5124	Employer Contr. Health Insurance		\$214.15
744883	02/19/2024	Dental Insurance- Marc	\$329.46	\$329.46	60-61-00-5124	Employer Contr. Health Insurance		\$115.31
<i>Totals:</i>								\$329.46
360 Underground Ltd	Computer Check 28454	03/06/2024	03/06/2024	\$6,415.00	60-00-00-1127	Citywide Bank	\$0.00	\$6,415.00
			Not yet posted		60-00-00-2100	Accounts Payable Co	\$6,415.00	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
24029	03/04/2024	Locate Service- Februa	\$6,415.00	\$6,415.00	60-60-00-5361	Underground Utility Locates		\$4,169.75
24029	03/04/2024	Locate Service- Februa	\$6,415.00	\$6,415.00	60-61-00-5361	Underground Utility Locates		\$2,245.25
<i>Totals:</i>								\$6,415.00
CenturyLink	Computer Check 28455	03/06/2024	03/06/2024	\$161.49	60-00-00-1127	Citywide Bank	\$0.00	\$161.49
			Not yet posted		60-00-00-2100	Accounts Payable Co	\$161.49	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
720-733-3949 311B	02/25/2024	Fire Alarm Phone Lines	\$161.49	\$161.49	60-60-00-5201	Telephone/Alarms		\$104.97
720-733-3949 311B	02/25/2024	Fire Alarm Phone Lines	\$161.49	\$161.49	60-61-00-5201	Telephone/Alarms		\$56.52



# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
						<i>Totals:</i>		\$161.49
American Security Professional	Computer Check 28456	03/06/2024	03/06/2024 Not yet posted	\$810.00	60-00-00-1127	Citywide Bank	\$0.00	\$810.00
					60-00-00-2100	Accounts Payable Co	\$810.00	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
28576	03/01/2024	Alarm Monitoring-IPS	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
28615	03/01/2024	Alarm Monitoring-712	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
28616	03/01/2024	Alarm Monitoring-LS3	\$135.00	\$135.00	60-61-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
28617	03/01/2024	Alarm Monitoring-WTF	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
28742	03/01/2024	Alarm Monitoring-740	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$87.75
28742	03/01/2024	Alarm Monitoring-740	\$135.00	\$135.00	60-61-00-5201	Telephone/Alarms		\$47.25
						<i>Totals:</i>		\$135.00
28743	03/01/2024	Alarm Monitoring-BPS	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
Canyon Systems Inc.	Computer Check 28457	03/06/2024	03/06/2024 Not yet posted	\$893.92	60-00-00-1127	Citywide Bank	\$0.00	\$893.92
					60-00-00-2100	Accounts Payable Co	\$893.92	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
16394	02/20/2024	Air Pump & Parts	\$893.92	\$893.92	60-61-00-5370	Collection - Repair and Maintena		\$893.92
						<i>Totals:</i>		\$893.92
COMCAST	Computer Check 28458	03/06/2024	03/06/2024 Not yet posted	\$359.60	60-00-00-1127	Citywide Bank	\$0.00	\$359.60
					60-00-00-2100	Accounts Payable Co	\$359.60	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
8497202420365418	02/18/2024	HS Internet- WTP	\$359.60	\$359.60	60-60-00-5201	Telephone/Alarms		\$359.60
						<i>Totals:</i>		\$359.60
Continental Utility Solutions In	Computer Check 28459	03/06/2024	03/06/2024 Not yet posted	\$2,000.00	60-00-00-1127	Citywide Bank	\$0.00	\$2,000.00
					60-00-00-2100	Accounts Payable Co	\$2,000.00	\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		Amount
U35125	02/27/2024	Bank Check Eliminator	\$2,000.00	\$2,000.00	60-60-00-5166	Software Support		\$1,300.00
U35125	02/27/2024	Bank Check Eliminator	\$2,000.00	\$2,000.00	60-61-00-5166	Software Support		\$700.00
						<i>Totals:</i>		\$2,000.00
Elara Creatives	Computer Check	03/06/2024	03/06/2024	\$6,325.00	60-00-00-1127	Citywide Bank	\$0.00	\$6,325.00

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	28460		Not yet posted		60-00-00-2100	Accounts Payable Co	\$6,325.00	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
2770DD99-0004	03/05/2024	Digital Marketing-Mark	\$6,325.00	\$6,325.00	60-60-00-5169	Communications - Public Outrea		\$4,111.25
2770DD99-0004	03/05/2024	Digital Marketing-Mark	\$6,325.00	\$6,325.00	60-61-00-5169	Communications - Public Outrea		\$2,213.75
						<i>Totals:</i>		\$6,325.00
ENLIVE tv Services LLC	Computer Check 28461	03/06/2024	03/06/2024 Not yet posted	\$200.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$200.00	\$200.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
0140	03/01/2024	CDB-Board Meetings-t	\$200.00	\$200.00	60-60-00-5169	Communications - Public Outrea		\$130.00
0140	03/01/2024	CDB-Board Meetings-t	\$200.00	\$200.00	60-61-00-5169	Communications - Public Outrea		\$70.00
						<i>Totals:</i>		\$200.00
Greystone Technology Group	Computer Check 28462	03/06/2024	03/06/2024 Not yet posted	\$1,690.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$1,690.00	\$1,690.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
82952	03/01/2024	IT Service- March	\$1,690.00	\$1,690.00	60-60-00-5166	Software Support		\$1,098.50
82952	03/01/2024	IT Service- March	\$1,690.00	\$1,690.00	60-61-00-5166	Software Support		\$591.50
						<i>Totals:</i>		\$1,690.00
HBS	Computer Check 28463	03/06/2024	03/06/2024 Not yet posted	\$340.65	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$340.65	\$340.65 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
FR3935549	02/29/2024	Trash Service- 7404 Yo	\$340.65	\$340.65	60-60-00-5204	Trash Removal		\$221.42
FR3935549	02/29/2024	Trash Service- 7404 Yo	\$340.65	\$340.65	60-61-00-5204	Trash Removal		\$119.23
						<i>Totals:</i>		\$340.65
Highlands Ranch Metro District	Computer Check 28464	03/06/2024	03/06/2024 Not yet posted	\$51.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$51.50	\$51.50 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
97288	02/15/2024	Pump Station	\$51.50	\$51.50	60-60-00-5374	Centennial Delivery Charges		\$51.50
						<i>Totals:</i>		\$51.50
JAN PRO Cleaning Systems of C	Computer Check 28465	03/06/2024	03/06/2024 Not yet posted	\$788.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$788.00	\$788.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
279280	03/01/2024	Janitorial Service-CC-N	\$788.00	\$788.00	60-60-00-5229	Building Cleaning Expenses		\$512.20
279280	03/01/2024	Janitorial Service-CC-N	\$788.00	\$788.00	60-61-00-5229	Building Cleaning Expenses		\$275.80
						<i>Totals:</i>		\$788.00

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
Jahn Water Consultants Inc.	Computer Check 28466	03/06/2024	03/06/2024 Not yet posted	\$7,166.84	60-00-00-1127	Citywide Bank	\$0.00	\$7,166.84
					60-00-00-2100	Accounts Payable Co	\$7,166.84	\$0.00
	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>
	125.1/3-24	03/01/2024	General Water Rights	\$5,891.25	\$5,891.25	60-60-00-5167	Professional Services - Water Rig	\$5,891.25
							<i>Totals:</i>	\$5,891.25
	125.6/3-24	03/01/2024	Resume Review	\$120.00	\$120.00	60-60-00-5167	Professional Services - Water Rig	\$120.00
							<i>Totals:</i>	\$120.00
	871.1/3-24	03/01/2024	Hock Hocking Share	\$1,155.59	\$1,155.59	60-60-00-5316	Ditch/Land Rights Operating Exp	\$1,155.59
							<i>Totals:</i>	\$1,155.59
Layne Christensen Company	Computer Check 28467	03/06/2024	03/06/2024 Not yet posted	\$119,800.00	60-00-00-1127	Citywide Bank	\$0.00	\$119,800.00
					60-00-00-2100	Accounts Payable Co	\$119,800.00	\$0.00
	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>
	2660371	02/29/2024	Well A2 Pump Repairs	\$119,800.00	\$119,800.00	60-60-00-5320	Wells R&M	\$119,800.00
							<i>Totals:</i>	\$119,800.00
Level Engineering and Inspecti	Computer Check 28468	03/06/2024	03/06/2024 Not yet posted	\$9,895.00	60-00-00-1127	Citywide Bank	\$0.00	\$9,895.00
					60-00-00-2100	Accounts Payable Co	\$9,895.00	\$0.00
	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>
	2024-2	03/04/2024	Contract-17571- Gen C	\$9,895.00	\$9,895.00	60-60-00-5164	Engineering Services	\$1,196.81
	2024-2	03/04/2024	Contract-17571- Gen C	\$9,895.00	\$9,895.00	60-60-00-5999	Parks, Trails and Open Space - IG	\$4,597.94
	2024-2	03/04/2024	Contract-17571- Gen C	\$9,895.00	\$9,895.00	60-61-00-5164	Engineering Services	\$644.44
	2024-2	03/04/2024	Contract-17571- Gen C	\$9,895.00	\$9,895.00	60-61-00-5400	Collection - Emergency Response	\$980.00
	2024-2	03/04/2024	Contract-17571- Gen C	\$9,895.00	\$9,895.00	60-61-00-5999	Parks, Trails and Open Space - IG	\$2,475.81
							<i>Totals:</i>	\$9,895.00
M Gilmore Electric LLC	Computer Check 28469	03/06/2024	03/06/2024 Not yet posted	\$8,820.00	60-00-00-1127	Citywide Bank	\$0.00	\$8,820.00
					60-00-00-2100	Accounts Payable Co	\$8,820.00	\$0.00
	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>
	3746	03/04/2024	IPS- TVSS Modules & I	\$8,820.00	\$8,820.00	60-60-00-5360	Water Distribution R&M	\$8,820.00
							<i>Totals:</i>	\$8,820.00
Red Flint Sand and Gravel LLC	Computer Check 28470	03/06/2024	03/06/2024 Not yet posted	\$890.30	60-00-00-1127	Citywide Bank	\$0.00	\$890.30
					60-00-00-2100	Accounts Payable Co	\$890.30	\$0.00
	<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>
	QTE230817E12-02REV:	02/12/2024	Media-CPN Filter Pilot	\$890.30	\$890.30	60-60-00-7756	WTP Filter Rehabilitation Program	\$890.30
							<i>Totals:</i>	\$890.30
Semocor Inc	Computer Check	03/06/2024	03/06/2024	\$32,553.04	60-00-00-1127	Citywide Bank	\$0.00	\$32,553.04

# Castle Pines North Metro. District

## Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	28471		Not yet posted		60-00-00-2100	Accounts Payable Co	\$32,553.04	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-60-00-5147	Operations Staffing Contract		\$20,033.00
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-60-00-5330	Water Treatment Plant R&M		\$969.47
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-60-00-7756	WTP Filter Rehabilitation Program		\$85.00
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-60-00-7769	WTP Liquid Ammonia Sulfate		\$465.00
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-61-00-5147	Operations Staffing Contract		\$10,787.00
6616	03/01/2024	ORC, WTP LSs & Field	\$32,553.04	\$32,553.04	60-61-00-5370	Collection - Repair and Maintena		\$213.57
						<i>Totals:</i>		\$32,553.04
Special District Association	Computer Check 28472	03/06/2024	03/06/2024 Not yet posted	\$1,237.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$1,237.50	\$1,237.50 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
	02/28/2024	SDA Annual Membersh	\$1,237.50	\$1,237.50	60-60-00-5218	Professional Memberships/Subsc		\$804.38
	02/28/2024	SDA Annual Membersh	\$1,237.50	\$1,237.50	60-61-00-5218	Prof Memberships/Subscr		\$433.12
						<i>Totals:</i>		\$1,237.50
SRH Cleaning Services LLC	Computer Check 28473	03/06/2024	03/06/2024 Not yet posted	\$3,000.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$3,000.00	\$3,000.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
1050	02/28/2024	WTP Cleaning	\$3,000.00	\$3,000.00	60-60-00-5330	Water Treatment Plant R&M		\$3,000.00
						<i>Totals:</i>		\$3,000.00
The Castle Pines Connection	Computer Check 28474	03/06/2024	03/06/2024 Not yet posted	\$2,000.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$2,000.00	\$2,000.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
13768	03/01/2024	Full Page Ad	\$2,000.00	\$2,000.00	60-60-00-5169	Communications - Public Outrea		\$1,300.00
13768	03/01/2024	Full Page Ad	\$2,000.00	\$2,000.00	60-61-00-5169	Communications - Public Outrea		\$700.00
						<i>Totals:</i>		\$2,000.00
TW Summit Corporation	Computer Check 28475	03/06/2024	03/06/2024 Not yet posted	\$5,577.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$5,577.50	\$5,577.50 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
32300	02/22/2024	585 Hidden Point Blvd	\$2,736.50	\$2,736.50	60-60-00-5360	Water Distribution R&M		\$2,736.50
						<i>Totals:</i>		\$2,736.50
32302	02/26/2024	Berkeley Cir & Raven C	\$2,841.00	\$2,841.00	60-60-00-5360	Water Distribution R&M		\$2,841.00
						<i>Totals:</i>		\$2,841.00
Utility Notification Ctr CO	Computer Check	03/06/2024	03/06/2024	\$301.86	60-00-00-1127	Citywide Bank	\$0.00	\$301.86

## Castle Pines North Metro. District Cash Disbursement Journals

Payee	Trans. Type Trans. No.	Trans. Date	Post Date Post Status	Amount	Account Number	Description	Debit Amount	Credit Amount
	28476		Not yet posted		60-00-00-2100	Accounts Payable Co	\$301.86	\$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
224020354	02/29/2024	Locate Service- Februa	\$301.86	\$301.86	60-60-00-5361	Underground Utility Locates		\$196.21
224020354	02/29/2024	Locate Service- Februa	\$301.86	\$301.86	60-61-00-5361	Underground Utility Locates		\$105.65
						<i>Totals:</i>		\$301.86
VIP Video Productions	Computer Check 28477	03/06/2024	03/06/2024 Not yet posted	\$4,000.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$4,000.00	\$4,000.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
9319	02/25/2024	Board Meetings- Videc	\$4,000.00	\$4,000.00	60-60-00-5169	Communications - Public Outrea		\$2,600.00
9319	02/25/2024	Board Meetings- Videc	\$4,000.00	\$4,000.00	60-61-00-5169	Communications - Public Outrea		\$1,400.00
						<i>Totals:</i>		\$4,000.00
Xerox Financial Services	Computer Check 28478	03/06/2024	03/06/2024 Not yet posted	\$470.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$470.00	\$470.00 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
5394121	02/10/2024	Copy Machine Lease- f	\$470.00	\$470.00	60-60-00-5222	Printing & Copying		\$305.50
5394121	02/10/2024	Copy Machine Lease- f	\$470.00	\$470.00	60-61-00-5222	Printing & Copying		\$164.50
						<i>Totals:</i>		\$470.00
Family Support Registry	Computer Check 28479	03/06/2024	03/06/2024 Not yet posted	\$286.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$286.50	\$286.50 \$0.00
<b>Invoice #</b>	<b>Invoice Date</b>	<b>Description</b>	<b>Invoice Amount</b>	<b>Amount Paid</b>	<b>Account Number</b>	<b>Account Description</b>		<b>Amount</b>
	02/29/2024	Remitt ID FSR No. 110	\$286.50	\$286.50	60-00-00-2110	Misc Accounts Payable		\$286.50
						<i>Totals:</i>		\$286.50
<b>Grand Totals:</b>				\$877,582.58			\$1,538,844.96	\$1,538,844.96
A total of 55 payment(s) listed								

# Castle Pines North Metro. District

## Cash Disbursement Journals

### Account Summary

Account Number	Description	Debit Amount	Credit Amount
10-00-00-1127	Citywide Bank	\$0.00	\$661,548.88
10-00-00-2100	Accounts Payable Control	\$286.50	\$286.50
10-00-00-2110	Misc. Accounts Payable	\$286.50	\$0.00
10-00-60-1990	Category Cash	\$661,262.38	\$661,018.49
60-00-00-1127	Citywide Bank	\$0.00	\$216,033.70
60-00-00-2100	Accounts Payable Control	\$877,052.19	\$877,052.19
60-00-00-2110	Misc Accounts Payable	\$286.50	\$0.00
60-00-10-1990	Cash Allocation	\$0.00	\$661,262.38
60-60-00-4409	Refunds	\$243.89	\$0.00
60-60-00-5124	Employer Contr. Health Insurance	\$264.84	\$0.00
60-60-00-5145	Accounting and Payroll	\$37,784.82	\$0.00
60-60-00-5146	Audit	\$5,622.50	\$0.00
60-60-00-5147	Operations Staffing Contract	\$20,033.00	\$0.00
60-60-00-5163	Legal Services	\$7,073.76	\$0.00
60-60-00-5164	Engineering Services	\$1,196.81	\$0.00
60-60-00-5166	Software Support	\$2,604.26	\$0.00
60-60-00-5167	Professional Services - Water Rights	\$6,011.25	\$0.00
60-60-00-5169	Communications - Public Outreach	\$9,069.13	\$0.00
60-60-00-5175	Engineering	\$3,446.78	\$0.00
60-60-00-5201	Telephone/Alarms	\$1,203.13	\$0.00
60-60-00-5204	Trash Removal	\$221.42	\$0.00
60-60-00-5205	Reuse Pumping	\$2,083.33	\$0.00
60-60-00-5218	Professional Memberships/Subscriptions	\$804.38	\$0.00
60-60-00-5221	Postage & Freight	\$3,120.00	\$0.00
60-60-00-5222	Printing & Copying	\$1,777.75	\$0.00
60-60-00-5229	Building Cleaning Expenses	\$512.20	\$0.00
60-60-00-5235	Office Furniture/Equipment	\$120.26	\$0.00
60-60-00-5316	Ditch/Land Rights Operating Expenses	\$1,155.59	\$0.00
60-60-00-5320	Wells R&M	\$120,597.00	\$0.00
60-60-00-5330	Water Treatment Plant R&M	\$11,587.47	\$0.00
60-60-00-5360	Water Distribution R&M	\$48,564.01	\$0.00
60-60-00-5361	Underground Utility Locates	\$8,129.46	\$0.00
60-60-00-5374	Centennial Delivery Charges	\$58,754.12	\$0.00
60-60-00-5400	Professional Svcs - Water Rights Hamre,	\$676.10	\$0.00
60-60-00-5999	Parks, Trails and Open Space - IGA experi	\$4,597.94	\$0.00
60-60-00-7754	Backwash Reclaim Tank Upgrade	\$9,128.77	\$0.00
60-60-00-7755	WTP Site Plan / O&M Manual Developm	\$10,640.42	\$0.00
60-60-00-7756	WTP Filter Rehabilitation Program	\$7,981.10	\$0.00
60-60-00-7757	WTP Process Tank Rehab	\$169,783.23	\$0.00

## Castle Pines North Metro. District

### Cash Disbursement Journals

60-60-00-7758	WTP HVAC	\$31,377.49	\$0.00
60-60-00-7759	WTP Building Construction/Filter room/C	\$4,871.00	\$0.00
60-60-00-7760	Well Control Vault Rehab Program	\$27,601.00	\$0.00
60-60-00-7767	Monarch Waterline Replacement Project	\$1,719.59	\$0.00
60-60-00-7768	Yorkshire Water Line Replacement Proje	\$3,673.61	\$0.00
60-60-00-7769	WTP Liquid Ammonia Sulfate	\$465.00	\$0.00
60-61-00-5124	Employer Contr. Health Insurance	\$142.60	\$0.00
60-61-00-5145	Accounting and Payroll	\$20,345.68	\$0.00
60-61-00-5146	Auditing	\$3,027.50	\$0.00
60-61-00-5147	Operations Staffing Contract	\$10,787.00	\$0.00
60-61-00-5163	Legal Services	\$3,808.94	\$0.00
60-61-00-5164	Engineering Services	\$2,367.83	\$0.00
60-61-00-5166	Software Support	\$1,402.30	\$0.00
60-61-00-5167	PCWRA Sewer Fees	\$60,695.70	\$0.00
60-61-00-5169	Communications - Public Outreach	\$4,883.37	\$0.00
60-61-00-5201	Telephone/Alarms	\$298.43	\$0.00
60-61-00-5204	Trash Removal	\$119.23	\$0.00
60-61-00-5218	Prof Memberships/Subscr	\$433.12	\$0.00
60-61-00-5221	Postage & Freight	\$1,680.00	\$0.00
60-61-00-5222	Printing & Copying	\$957.25	\$0.00
60-61-00-5229	Building Cleaning Expenses	\$275.80	\$0.00
60-61-00-5235	Office Furniture/Equipment	\$64.75	\$0.00
60-61-00-5361	Underground Utility Locates	\$4,377.40	\$0.00
60-61-00-5370	Collection - Repair and Maintenance	\$2,761.49	\$0.00
60-61-00-5400	Collection - Emergency Response	\$1,376.81	\$0.00
60-61-00-5410	Collection - Chemical Treatment	\$2,952.00	\$0.00
60-61-00-5999	Parks, Trails and Open Space - IGA exper	\$2,475.81	\$0.00
60-61-00-7766	Waste Water - Lift Station Renovations	\$127,280.16	\$0.00





WATER	-109,517.14	3,607	947,733.88
WATER Miscellaneous	-36.09		947,697.79
SEWER	-130,345.50	3,552	817,352.29
CAP MAINT WT	-141,346.56	3,615	676,005.73
CUST CHG WTR	-46,769.44	3,599	629,236.29
CUST CHG SWR	-56,045.07	3,549	573,191.22
WAT.Penalty	-2,551.40	4	570,639.82
SEW.Penalty	-170.36		570,469.46
***Total Payments	<u>-486,781.56</u>	<u>17,926</u>	

<u>MONTHLY-Return Check</u>	<u>Amount</u>	<u>Count</u>	<u>Balance</u>
CAP MAINT WT	31.05	1	570,500.51
CUST CHG WTR	11.75	1	570,512.26
***Total Return Check	<u>42.80</u>	<u>2</u>	

<u>MONTHLY-Refund</u>	<u>Amount</u>	<u>Count</u>	
WATER	399.88	4	570,912.14
***Total Refund	<u>399.88</u>	<u>4</u>	

**Closing Balance**      570,912.14

# CASTLE PINES NORTH



METROPOLITAN DISTRICT™

Memorandum

**From:** Nathan J. Travis  
**To:** CPNMD Board of Directors  
**Date:** 3/25/2024  
**Re:** District Manager's Report

## **SSO Violation Update**

- Although as I write this, we do not yet know what our civil penalty will be I will have met with the State prior to the board meeting and will report the details at that time.

## **Credit Card Fees, and Bank Bill Pay**

- We have had a number of residents elect to move to automatic payments for their water bills ahead of the upcoming fee starting May 1<sup>st</sup>. Although I don't have a hard number yet, I will include that in next month's report.
- As part of the agreement with CUSI to collect these fees, we have also gained the ability to take electronic payments through bank bill pay systems. This is a stark change from the previous system where a resident would pay their bill using their banks bill pay, the bank would cut a physical check, and mail it to our processing center in Texas. This system causes problems with lost checks monthly including dozens of lost checks this past November. The cost of this module was \$2,000, however that was fully offset by the reduction of fees associated with the processing fees and has a net zero cost to CPNMD.

## **Parcel Transfer Update**

- CPNMD met with the City of Castle Pines, Level Engineering, and True North Survey. We have identified 19 Parcels that will be able to be transferred immediately. We set priorities for the remainder of the parcels. We all agree with the approach to get this done as cost-effectively as possible, and as such will focus on necessary easements, and doing as little locating and survey work as possible. We expect to have a completed workflow and plan fully in place within the next couple of weeks and have a high degree of confidence that this will be completed by the end of the year.

## **Customer Request RE: Bill Forgiveness**

- Out of deference to privacy, I will present more detailed information during the board meeting. That said, here are the broad strokes. We have a customer that lives out of state but owns a rental property in our district (one of two they have in the state). They are a retired married couple; the husband is a disabled veteran and has been for quite some time now. They have rented out the property since 2011. Their most recent tenant has left them with a substantial water bill near \$900.00. Colorado Law requires that the water bill be attached to the property, not the resident, so this bill remains the responsibility of the homeowner.

I asked that they appear at this meeting, however they declined saying that they could not travel to make in in person, and when asked to appear via Zoom they declined, asking that I present this to the board on their behalf. Additionally, I asked that they send me an email detailing their situation, specifying their request, and explaining why they could not attend the meeting, however I received no such email (they had 3 weeks to get this to me).

We offered to take a partial payment up-front, and to put the rest on a payment plan, and they declined. The tenant also offered to make the payment over the next two months, however the homeowner did not give approval for this course of action either. Communication with the homeowners has proven challenging as the wife is aggressive and highly emotional when speaking with her, and her husband's disability has a substantial impact on his ability to speak clearly. They have called our offices multiple times, and as a result I have directed staff to direct all further

communication with the homeowner directly to me, pending the Board's decision. As far as I know, forgiving a water bill, is not something that has been done by previous boards or staff as we typically offer payment plans.

### **Staffing**

- I have begun looking into the feasibility of adding additional staff, following the board's desire to try and condense or reduce the number of contractors that we are using. With the assistance of our human resources team, we are exploring adding an Assistant District Manager position. Ideally this would be someone with a strong Engineering background with an emphasis on project management. This is a large financial outlay for the district every year, especially as we have a large number of Capital Projects planned for the next few years. We will look to verify the potential cost savings (including benefits) for moving some of these tasks in-house. This would also provide us with a certain level of redundancy for my position to allow me to take time off for personal and medical reasons with less of an impact on district operations. This is not planned as an additional budget request for this year, but if viable would be included in the 2025 budget.
- SEMOCOR has taken responsibility for the cleaning of all CPNMD facilities. For the past few years this has been done through a separate cleaning company, at a substantial cost. This will be an annual savings of approximately \$30,000 dollars. I will continue to look for ways to consolidate contractor responsibilities looking for cost savings and increased operational efficiencies.

### **Conservation**

- We are still in full court press trying to get more community engagement for our conservation programs. We have limited people that have signed up for the lawn replacement program, and we are working to turn that tide. This month I will be visiting the HOA 2 regular meeting and have two other HOA meetings scheduled in the coming months to discuss the non-single-family programs available and increase resident awareness.

### **Hidden Pointe Metro District- IGA**

- No new updates here, initial contact has been made between attorneys.

### **Capital Project Updates (for additional information please refer to the engineering report)**

- Yorkshire Waterline: We are nearing completion of this project. The main has been installed, passed both pressure and water quality testing. Service connections will be moved to the new line over the next couple of weeks. Including the installation of a new test station.
- Monarch Waterline: Construction is underway, a large portion of the waterline to be replaced has been isolated, and pipe will begin being installed this week. Notices were sent to residents regarding the potential for discolored water due to system disruptions. However, we have been isolated for a full week now, with no resident complaints.
- Filter Rehab Project: We are almost complete with the installation of the filter pilot for this project. I would like to invite to board to see the project in action, likely for the May study session (I must admit, it's pretty cool).
- Well Vault Rehab Project: This project will be going to bid this April; I anticipate it will be brought to the board to award the contract at the April board meeting.

### **Upcoming Days Off (I will not be in the office)**

- I will be out of the office the remainder of this week (3/25) and will be working remotely. I'm attending an operations short school to get needed continuing education credits. I will remain fully available to attend to District needs.
- April 26<sup>th</sup>, I have another surgery scheduled. I anticipate returning to work the following Tuesday, however there is a chance that I will be home and working remotely depending on the needed recovery.

# Castle Pines North Systems Report February 2024

*Presented by:*

**Semocor, Inc.**

3995 Castlewood Canyon Rd.

Castle Rock CO, 80104

# Water Treatment

		Feb-23	Feb-24	
LDA-1	1	0.000	0.00	Normal Operation/To Irrigation
Reuse	2	0.000	0.00	Normal Operation/To Irrigation
A-1	3	0.000	0.00	Normal Operation
A-2	4	0.000	0.00	Normal Operation
A-3	4	13.420	0.00	Normal Operation
A-4	1	0.000	0.00	Normal Operation
A-5	1	1.160	0.00	Normal Operation
A-6	2	0.190	0.00	Normal Operation
DE-6	1	0.000	0.00	Normal Operation
A-7	1	5.400	0.00	Normal Operation
DE-7	2	<u>0.000</u>	<u>0.00</u>	Normal Operation

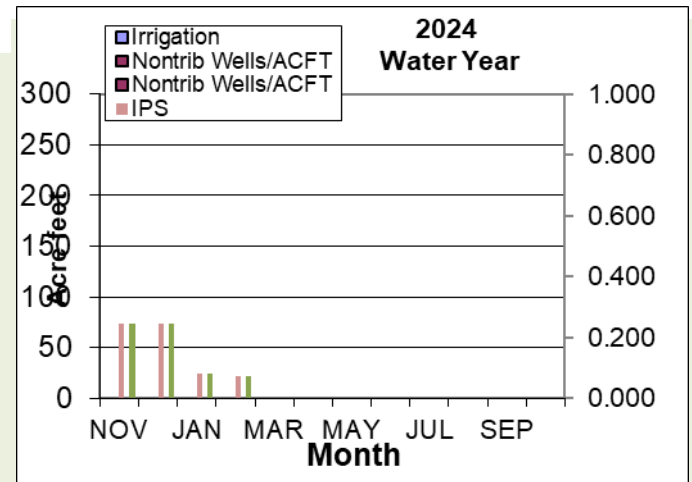
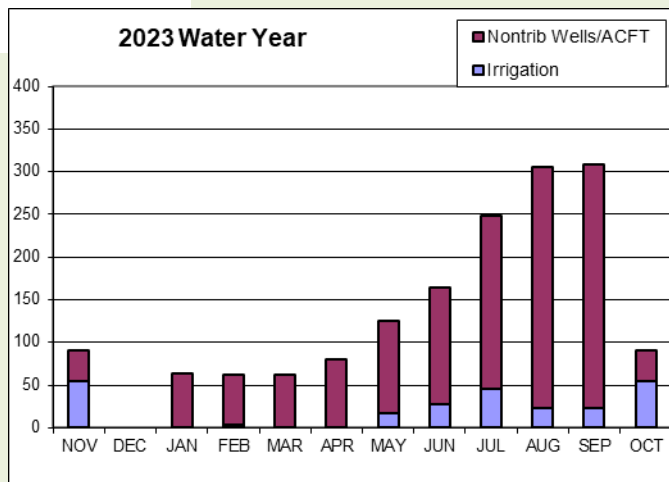
Total MG/Month            **20.170**            **0.000**            *LDA-1 and Reuse not into plant.*

Gallons/day                    **695,517**                    -

Monthly Precipitation            **0.22**                    **1.8**

Water YTD Precipitation    **1.37**                    **26.78**  
*Total MG/Water*  
*Year*                                    **60.031**                    **0.000**

***Water Year is from 11-1-2022 through 10-31-2024***



*YTD 0% Irrigation used*

*YTD 0% Irrigation used*

Water treatment Plant – 000 gallons/month and the Daily Avg. = 0%, maximum day demand = 0% of capacity.

Filter rehabilitations pilot study plan was in effect last week of march.

## **Distribution System**- Feb. 2024

All Water Samples taken for February are good.

IPS Pipeline – Transferred 24.4 MG in February-Normal Operation  
(2024 water YTD transfer is 187.838 gallons to the district.)

Water Tanks – Updating Scada for tank operations Normal Operation

Serena Drive PRV – Normal Operation

Monarch Blvd PRV – Normal Operation

Hidden point PRV – Normal Operation

Zone 4 BPS – Normal Operation

Meter Readings – Submitted 2-28-2024.

Fire Hydrants – some minor flushing for water line project Normal Operation

Water Mains – Monark main line replacement started in March. Normal Operation

## **Miscellaneous**

Generators Water plant. Ran and tested for operation Normal Operation

Work Orders – 27

Failed Inspections – 0.

Emergency call outs - 4

Non-payment shut-offs - 2.

Tag hangings – 38.

Turn off and turn on (normal work orders) – 2.

Final and meter Re-reads – 37

Curb-stop valves/meter pit repairs – 2.

Extra work-

## **Collection System**

All lift stations are undergoing Kennedy Jenks review.

Lift station will be cleaned and checked every three months for any Maintenance items.

Lift station # 1 - Normal Operation

Lift station # 2 -Normal Operation

Lift station # 3 – new floats and seals for pumps replaced Normal Operation

Lift station # 4 -Normal Operation

Lift station # 5 – Normal Operation

Lift station # 6 –Normal Operation

Lift station #7 -Normal Operation

Lagae LS - Normal Operation

March 21, 2024

## Memorandum

To: Nathan Travis, District Manager  
Castle Pines North Metropolitan District

From: Greg S. Sekera, P.E.

Subject: District Engineer Report for Board of Directors Meeting on March 25, 2024  
*Castle Pines North Metropolitan District*  
KJ Job No. 2446002\*GENW

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Briefly presented below are the items that we have been involved in during the past month as well as on-going engineering related items.

### DISTRICT PROJECTS

**Water Treatment Plant Upgrades** – There are 5 projects currently in the design and construction phases. The Backwash Reclaim Tank project has been completed and closed out.

#### *Projects in Progress*

- **HVAC System Upgrades**: Project in close-out phase. HVAC Subcontractor Horizon is finalizing warranty work repairs. KJ is finalizing record drawings for the District.
  - Status: Project Construction Complete
- **Tank Rehabilitation Program**: Contractor is finishing up contract required work. Tanks are being tested and disinfected for operation.
  - Status: Project completion is anticipated for end of March 2024.
- **Liquid Ammonia Sulfate (LAS) Storage and Feed System Upgrade**: The KJ team has been coordinating with the District to optimize the LAS Chemical Room layout. In parallel to this the Contractor, CGRS, has completed demolition work required and has been submitting submittals for KJ's review. It is anticipated that the Contractor will mobilize a larger crew to the site towards the end of April.
  - Status: Active Construction
- **Facility Documentation Program**: The KJ Team is progressing through various phases of the Facility Documentation Program, aiming to capture, document, and develop infrastructure, controls programming, and operational procedures related to the Water Treatment Plant. Active phases include:
  - **Electrical, Instrumentation & Controls Documentation**: KJ has finalized baseline P&IDs representing the WTP's current state. These P&IDs will serve as living documents, updated with each capital project completion. Coordination with Mountain Peaks is ongoing to align the SCADA system with the new P&IDs' instrumentation tag naming convention.



## Memorandum

Engineer Report – Castle Pines North Metropolitan District

March 21, 2024

Page 2

- Asset Management Registry Update: KJ will be working with the District in the coming weeks to discuss and develop the asset hierarchy for the WTP and Well Vault assets. This work will inform KJ's data gathering process to then be provided to the District's 3<sup>rd</sup> party asset registry contractor.
- Site Civil Utility As-Builts: KJ is finalizing the site civil record drawings of the WTP.
- Filter Rehabilitation Project: The filter pilot skid arrived on 3/18/24. Glacier Construction is supporting the District and KJ to plumb and start-up the pilot skid. KJ will start-up and begin operating the pilot skid the week of 3/25/24. The pilot is being rented by the District for 16 weeks to ensure adequate water quality data is collected to inform and develop the design criteria of the filter rehabilitation design project.
- ❖ Lift Station Upgrades – Final design and agency reviews are in progress. Formal review requests to CDPHE and the agencies required to approve on the Site Applications for Lift Stations 1 and 5 have been initiated. We are currently at the 60% design level with plan set A – Lift Stations 1, 2, and 5. Plan set B is at 30% design level.
  - Status: Currently in design and agency reviews
  - Anticipated Bid: Q3 and Q4 2024
- Notice of Violation / Cease and Desist Order* – No updates. We will continue to provide support and respond to comments and questions from the State.
- ❖ Yorkshire Water Line Replacement – Diaz Construction is proceeding with construction and is approximately 90% complete with the project.
  - Status: Construction in progress.
  - Anticipated Completion: May 2024
- ❖ Well Vault Rehab Project – The project is in the bid phase and bids will be received on April 17.
  - Status: In Bid phase. Bid opening is 4/17/24.
  - Anticipated Construction Start: June 2024
- ❖ Monarch Water Line Replacement – The Monarch Water Line will be replaced ahead of the City's pavement restoration in Monarch that is scheduled for 2024. Following award of the construction contract by the City in January the project is in the pre-construction phase. The start of construction has been moved out a couple of weeks to the first week of April.
  - Status: Pre-construction
  - Anticipated Construction Start: April 2024

## Memorandum

Engineer Report – Castle Pines North Metropolitan District  
March 21, 2024  
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### DEVELOPMENT PROJECTS

- ❖ New Service Line Reviews – We have continued observations of new water and sewer taps and services in Lagae and Town Center for conformance to the District standards. We will continue the observations as requests are received by the District.
  - Status: Active on an as needed basis
- ❖ Lagae PA-12 Site – *No new updates for this past month.* We continue coordination with the Developer and their utilities contractor for completion of the final punch work. Acceptance of the project for start of conveyance is pending completion of punch work and documentation.
  - Status: Punch list and close out phase
- ❖ Lagae PA-7 Site – *No new updates for this past month.* The water and sanitary sewer mains and service line stub-outs to the townhome buildings are complete. The Developer is continuing with townhomes, and we are reviewing the meter and service lines as they request. Acceptance of the project for start of conveyance is pending completion of punch work and documentation.
  - Status: Punch list and close out phase
- ❖ Lagae Family Site – *No new updates for this past month.* Water and sanitary sewer improvements are complete. We continue to track punch list work. The project has not been accepted for start of conveyance.
  - Status: Active construction – punch list and close out phase
- ❖ McDonalds – *No new updates for this past month.* Lot is within the Lagae Family Parcel at Castle Pines Pkwy and Lagae Road. Project only requires new water and sewer services. We received plans for review.
  - Status: Currently in design
  - Start date for construction is unknown.
- ❖ Castle Pines Self-Storage – *No new updates for this past month.* Reviewed water and sewer plans for proposed self-storage on 2 Lots within the Lagae Family Parcel at Castle Pines Pkwy and Lagae Road. Initial comments have been transmitted.
  - Status: Currently in zoning review with City
  - Plan Review Status: Waiting for 2<sup>nd</sup> submittal