

## Work Session

Wednesday, March 19<sup>th</sup>, 2025, at 5:30 p.m.  
7404 Yorkshire Drive, Castle Pines, CO 80108

Our next monthly board meeting is scheduled for 6:00 p.m., Monday March 24<sup>th</sup>, 2025

***NOTE:** There is no public comment scheduled for this Work Session, residents may watch the proceedings in person or via live video stream and video recording at <https://cpnmd.org/board-meetings>.*

- I. Call Special Meeting Work Session to order.
- II. Roll call.
- III. Finance Items.
  - A. Discussion: Financial Controls Policy
  - B. Review: Monthly Claims for Payments:
    1. Review: Draft Bi-Weekly Bill Pay notice to Board of Directors
    2. Review: Payments made from February 15<sup>th</sup>, 2025, to March 13<sup>th</sup>, 2025.
  - C. Review: 2025 Financial Calendar- Upcoming Work Session Topics & Board Meeting Objectives.
  - D. Review: Expenditure Requests
    1. Sigler Communications contract.
    2. A-2 Repair Expenditure Request.
- IV. Legal Items
  - A. Review: Amended Renewable Water Resolution.
- V. Adjourn.





## Castle Pines North Metro. District Cash Disbursement Journals

Dated: February 27th - March 14th, 2025

Trans. Type	Post Date						
101098	02/28/2025	Accounting & Finance S	\$9,824.14	\$9,824.14	60-61-00-5145	Accounting and Payroll	\$3,438.45
							Totals:
							\$9,824.14
Hamre Rodriguez Ostrander et i	03/12/2025	Computer Check	03/12/2025	\$716.00	60-00-00-1127	Citywide Bank	\$0.00
29129			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$716.00
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
1676	03/03/2025	Legal Service-Water Rig	\$716.00	\$716.00	60-60-00-5400	Professional Svcs - Water Rights Ha	\$716.00
							Totals:
							\$716.00
HBS	03/12/2025	Computer Check	03/12/2025	\$341.50	60-00-00-1127	Citywide Bank	\$0.00
29130			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$341.50
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
FR5109859	02/28/2025	Trash Service-7404 York	\$341.50	\$341.50	60-60-00-5204	Trash Removal	\$221.98
FR5109859	02/28/2025	Trash Service-7404 York	\$341.50	\$341.50	60-61-00-5204	Trash Removal	\$119.52
							Totals:
							\$341.50
Highlands Ranch Metro District	03/12/2025	Computer Check	03/12/2025	\$53.33	60-00-00-1127	Citywide Bank	\$0.00
29131			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$53.33
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
97288	02/28/2025	Pump Station	\$53.33	\$53.33	60-60-00-5374	Centennial Delivery Charges	\$53.33
							Totals:
							\$53.33
Investigations Law Group	03/12/2025	Computer Check	03/12/2025	\$500.00	60-00-00-1127	Citywide Bank	\$0.00
29132			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$500.00
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
5202	03/03/2025	Job Candidates Search	\$500.00	\$500.00	60-60-00-5158	Professional Services - Human Resou	\$325.00
5202	03/03/2025	Job Candidates Search	\$500.00	\$500.00	60-61-00-5158	Professional Services - Human Resou	\$175.00
							Totals:
							\$500.00
JAN PRO Cleaning Systems of CO	03/12/2025	Computer Check	03/12/2025	\$812.00	60-00-00-1127	Citywide Bank	\$0.00
29133			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$812.00
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
300556	03/01/2025	Janitorial Service-CC-M:	\$812.00	\$812.00	60-60-00-5229	Building Cleaning Expenses	\$527.80
300556	03/01/2025	Janitorial Service-CC-M:	\$812.00	\$812.00	60-61-00-5229	Building Cleaning Expenses	\$284.20
							Totals:
							\$812.00
Jehn Water Consultants Inc.	03/12/2025	Computer Check	03/12/2025	\$6,473.07	60-00-00-1127	Citywide Bank	\$0.00
29134			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$6,473.07
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
125.1/3-25	03/02/2025	General Water Rights	\$5,176.25	\$5,176.25	60-60-00-5167	Professional Services - Water Rights	\$5,176.25
							Totals:
							\$5,176.25
125.6/3-25	03/02/2025	Resume Review	\$122.50	\$122.50	60-60-00-5167	Professional Services - Water Rights	\$122.50
							Totals:
							\$122.50
871.1/3-25	03/02/2025	Hock Hocking Share-Fe	\$1,174.32	\$1,174.32	60-60-00-5316	Ditch/Land Rights Operating Expens	\$1,174.32
							Totals:
							\$1,174.32
Kennedy Jenks Consultants Inc.	03/12/2025	Computer Check	03/12/2025	\$83,269.02	60-00-00-1127	Citywide Bank	\$0.00
29135			Not yet posted		60-00-00-2100	Accounts Payable Cor	\$83,269.02
							\$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount
178292	02/25/2025	Lagae PA-7	\$397.67	\$397.67	60-60-00-5165	Engineering Services Reimbursable	\$397.67
							Totals:
							\$397.67
178293	02/25/2025	Lagae Family Parcel	\$948.88	\$948.88	60-60-00-5165	Engineering Services Reimbursable	\$948.88
							Totals:
							\$948.88
178294	02/25/2025	Lift Stations Permitting i	\$11,345.19	\$11,345.19	60-61-00-7766	Waste Water - Lift Station Renovatic	\$11,345.19
							Totals:
							\$11,345.19
178295	02/25/2025	Liquid Ammonia Sulfate	\$13,305.19	\$13,305.19	60-60-00-7769	WTP Liquid Ammonia Sulfate	\$13,305.19
							Totals:
							\$13,305.19
178296	02/25/2025	Well Vaults Rehabilitatic	\$6,476.64	\$6,476.64	60-60-00-7760	Well Control Vault Rehab Program	\$6,476.64
							Totals:
							\$6,476.64
178297	02/25/2025	Facility Documentation	\$8,702.61	\$8,702.61	60-60-00-7755	WTP Site Plan / O&M Manual Devel	\$8,702.61
							Totals:
							\$8,702.61
178298	02/25/2025	General Engineering	\$1,717.01	\$1,717.01	60-60-00-5175	Engineering	\$1,717.01
							Totals:
							\$1,717.01
178299	02/25/2025	Monarch Water Line Repl	\$644.78	\$644.78	60-60-00-7767	Monarch Waterline Replacement Pr	\$644.78
							Totals:
							\$644.78
178300	02/25/2025	Filter Beds Rehab	\$39,731.05	\$39,731.05	60-60-00-7756	WTP Filter Rehabilitation Program	\$39,731.05
							Totals:
							\$39,731.05
Letters Plus	03/12/2025	Computer Check	03/12/2025	\$6,000.00	60-00-00-1127	Citywide Bank	\$0.00
							\$6,000.00

Financial Control Matrix							
	Financial Control 1.a	Financial Control 1.b	Financial Control 1.c	Financial Control 1.d	Financial Control 1.e	Financial Control 1.f	Financial Control 1.g
<b>Threshold</b>	Expenses/Obligations <= \$25k	Expenses/Obligations between \$25k & = < \$50k	Expenses/Obligations > \$50k	Expenses/Obligations between \$50k & \$2MM, pertaining to CIP	Expenses/Obligations > = \$2MM, pertaining to CIP	Emergency Maintenance	Project Contract Materials
<b>Control</b>	District Manager is Authorized to Execute	District Manager shall notify within 48 hours	District Manager shall obtain prior approval	District Manager shall notify within 48 hours	District Manager shall obtain prior approval	District Manager shall notify within 48 hours	District Manager is Authorized to Execute
	X						
	X						
	X						
	X						
	X						
	X						
					X		
	X						



## Castle Pines North Metro. District Cash Disbursement Journals

Dated: February 27th - March 14th, 2025

Trans. Type	Post Date							
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-60-00-5163	Legal Services		\$19,800.18
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-60-00-5231	Election Expenses		\$104.62
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-61-00-5163	Legal Services		\$10,661.64
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-61-00-5231	Election Expenses		\$56.34
							<b>Totals:</b>	\$30,622.78
SPOK INC.	Computer Check 29145	03/12/2025 Not yet posted	\$234.49	\$234.49	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Cor	\$0.00 \$234.49	\$234.49 \$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>
J0382663O	02/28/2025	Digital Pager	\$234.49	\$234.49	60-60-00-5201	Telephone/Alarms		\$152.42
J0382663O	02/28/2025	Digital Pager	\$234.49	\$234.49	60-61-00-5201	Telephone/Alarms		\$82.07
							<b>Totals:</b>	\$234.49
Uline	Computer Check 29146	03/12/2025 Not yet posted	\$3,005.05	\$3,005.05	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Cor	\$0.00 \$3,005.05	\$3,005.05 \$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>
189974584	03/05/2025	Office Desk & Chairs	\$3,005.05	\$3,005.05	60-60-00-5235	Office Furniture/Equipment		\$1,953.28
189974584	03/05/2025	Office Desk & Chairs	\$3,005.05	\$3,005.05	60-61-00-5235	Office Furniture/Equipment		\$1,051.77
							<b>Totals:</b>	\$3,005.05
USA Blue Book	Computer Check 29147	03/12/2025 Not yet posted	\$38,347.13	\$38,347.13	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Cor	\$0.00 \$38,347.13	\$38,347.13 \$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>
INV00624820	02/17/2025	Monochloramine Analyz	\$38,347.13	\$38,347.13	60-60-00-7756	WTP Filter Rehabilitation Program		\$38,347.13
							<b>Totals:</b>	\$38,347.13
Utility Notification Ctr CO	Computer Check 29148	03/12/2025 Not yet posted	\$230.24	\$230.24	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Cor	\$0.00 \$230.24	\$230.24 \$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>
<b>Payee</b>	<b>Trans. No.</b>	<b>Trans. Date</b>	<b>Post Status</b>	<b>Amount</b>	<b>Account Number</b>	<b>Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
<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>
225020366	02/28/2025	Locate Service-February	\$230.24	\$230.24	60-60-00-5361	Underground Utility Locates		\$149.66
225020366	02/28/2025	Locate Service-February	\$230.24	\$230.24	60-61-00-5361	Underground Utility Locates		\$80.58
							<b>Totals:</b>	\$230.24
<b>Grand Totals:</b>				\$518,117.36			\$518,117.36	\$518,117.36
A total of 38 payment(s) listed								

Electronic Disbursements	
Bank Fees	\$ 1,176.37
Utilities	\$ 545.61
Customer Refunds	\$ 585.00
Healthcare	\$ 4,292.04
Payroll	\$ 14,462.45
	<u>\$ 21,061.47</u>

Source:  
Financial Edge NXT  
District's Operating Checking Account

Financial Control Matrix							
	Financial Control 1.a	Financial Control 1.b	Financial Control 1.c	Financial Control 1.d	Financial Control 1.e	Financial Control 1.f	Financial Control 1.g
Threshold	Expenses/Obligations <= \$25k	Expenses/Obligations between \$25k & = < \$50k	Expenses/Obligations > \$50k	Expenses/Obligations between \$50k & \$2MM, pertaining to CIP	Expenses/Obligations >= \$2MM, pertaining to CIP	Emergency Maintenance	Project Contract Materials
Control	District Manager is Authorized to Execute	District Manager shall notify within 48 hours	District Manager shall obtain prior approval	District Manager shall notify within 48 hours	District Manager shall obtain prior approval	District Manager shall notify within 48 hours	District Manager is Authorized to Execute
	X						
	X						
		X					
	X						
	X						
	X						
	X						
	X						

**Castle Pines North Metropolitan District  
Disbursements Summary  
For the Period February 15, 2025 - March 14, 2025  
PRESENTED FOR RATIFICATION**

**CHECKS - 29090 through 29109**

**Amount**

Voucher Checks - February 15, 2024 - March 14, 2025	\$ 877,444.22
One-Time Checks - February 15, 2024 - March 14, 2025	-

**TOTAL CHECKS PRESENTED FOR Review**

**\$ 877,444.22**

**ELECTRONIC PAYMENTS**

February 15, 2025 - March 14, 2025	\$ 39,318.63
------------------------------------	--------------

**TOTAL ELECTRONIC PAYMENTS PRESENTED FOR RATIFICATION**

**\$ 39,318.63**

**Total Payments Presented for Review**

**\$ 916,762.85**

**Castle Pines North Metropolitan District  
Electronic Payments Report  
For the Period February 15, 2025 - March 14, 2025  
PRESENTED FOR RATIFICATION**

	<u>Amount</u>
<b><u>Electronic Payments</u></b>	
Xcel	\$ 545.61
Payroll & payroll related items	29,403.36
Bank Service Charges	1,331.57
United Healthcare	4,292.04
Citywide Visa Credit Card Payment	3,376.65
<b>Total Electronic Payments</b>	<b>\$ <u>38,949.23</u></b>
<b><u>Castle Pines North Board of Directors</u></b>	
J. Blanckaert - Payment for Meeting Attendance	\$ 92.35
T. Radloff - Payment for Meeting Attendance	92.35
J. Krell - Payment for Meeting Attendance	92.35
L. Enquist - 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 Presented for Review - All funds</b>	<b>\$ <u><u>39,318.63</u></u></b>



# 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 29090	02/24/2025	02/24/2025 Posted	\$5,860.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$5,860.00	\$5,860.00 \$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>
25021	02/10/2025	Locate Service-January	\$5,860.00	\$5,860.00	60-60-00-5361	Underground Utility Locates		\$3,809.00
25021	02/10/2025	Locate Service-January	\$5,860.00	\$5,860.00	60-61-00-5361	Underground Utility Locates		\$2,051.00
						<i>Totals:</i>		\$5,860.00
AIMS Team LLC	Computer Check 29091	02/24/2025	02/24/2025 Posted	\$12,360.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$12,360.00	\$12,360.00 \$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>
CPNMD-2023-08	02/19/2025	AIMS Road Map 2023-	\$12,360.00	\$12,360.00	60-60-00-5161	Professional Services		\$12,360.00
						<i>Totals:</i>		\$12,360.00
American Security Professional	Computer Check 29111	03/12/2025	03/12/2025 Not yet posted	\$1,192.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$1,192.00	\$1,192.00 \$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>
517	03/01/2025	Alarm Monitoring-BPS	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
596	03/01/2025	Alarm Monitoring-IPS-	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
610	03/01/2025	Alarm Monitoring-LS 3	\$135.00	\$135.00	60-61-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
636	03/01/2025	Alarm Monitoring-WTF	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
646	03/01/2025	Alarm Monitoring & Se	\$517.00	\$517.00	60-60-00-5201	Telephone/Alarms		\$336.05
646	03/01/2025	Alarm Monitoring & Se	\$517.00	\$517.00	60-61-00-5201	Telephone/Alarms		\$180.95
						<i>Totals:</i>		\$517.00
760	03/01/2025	Alarm Monitoring-WTF	\$135.00	\$135.00	60-60-00-5201	Telephone/Alarms		\$135.00
						<i>Totals:</i>		\$135.00
AtoZ Complete Home Repair	Computer Check 29092	02/24/2025	02/24/2025 Posted	\$1,466.25	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$1,466.25	\$1,466.25 \$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>
24-2174	02/10/2025	HVAC System-WTP	\$1,466.25	\$1,466.25	60-60-00-5330	Water Treatment Plant Repairs		\$1,466.25
						<i>Totals:</i>		\$1,466.25
AtoZ Complete Home Repair	Computer Check 29112	03/12/2025	03/12/2025 Not yet posted	\$567.15	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$567.15	\$567.15 \$0.00

# 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
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
24-2188	03/06/2025	WTP-Drain Pipe Repair	\$267.15	\$267.15	60-60-00-5330	Water Treatment Plant Repairs		\$267.15
							<i>Totals:</i>	\$267.15
24-2102	03/12/2025	Electric Cord Reel Insta	\$300.00	\$300.00	60-60-00-7769	WTP Liquid Ammonia Sulfate		\$300.00
							<i>Totals:</i>	\$300.00
Backflow Secure; Management	Computer Check 29113	03/12/2025	03/12/2025 Not yet posted	\$9,000.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$9,000.00	\$9,000.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
839	03/01/2025	Backflow Services Prog	\$9,000.00	\$9,000.00	60-60-00-5417	Professional Svcs - Backflow Prog		\$9,000.00
							<i>Totals:</i>	\$9,000.00
Broken Arrow Landscape & De	Computer Check 29114	03/12/2025	03/12/2025 Not yet posted	\$7,300.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$7,300.00	\$7,300.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
0007-2025	02/27/2025	Snow Removal, WTP Cl	\$7,300.00	\$7,300.00	60-60-00-5211	Snow Removal		\$2,925.00
0007-2025	02/27/2025	Snow Removal, WTP Cl	\$7,300.00	\$7,300.00	60-60-00-5235	Office Furniture/Equipment		\$1,072.50
0007-2025	02/27/2025	Snow Removal, WTP Cl	\$7,300.00	\$7,300.00	60-60-00-5330	Water Treatment Plant Repairs		\$1,150.00
0007-2025	02/27/2025	Snow Removal, WTP Cl	\$7,300.00	\$7,300.00	60-61-00-5211	Snow Removal		\$1,575.00
0007-2025	02/27/2025	Snow Removal, WTP Cl	\$7,300.00	\$7,300.00	60-61-00-5235	Office Furniture/Equipment		\$577.50
							<i>Totals:</i>	\$7,300.00
Castle Pines Connection	Computer Check 29115	03/12/2025	03/12/2025 Not yet posted	\$2,200.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$2,200.00	\$2,200.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
14736	03/01/2025	Full Page Ad	\$2,200.00	\$2,200.00	60-60-00-5169	Communications - Public Outrea		\$1,430.00
14736	03/01/2025	Full Page Ad	\$2,200.00	\$2,200.00	60-61-00-5169	Communications - Public Outrea		\$770.00
							<i>Totals:</i>	\$2,200.00
CenturyLink	Computer Check 29116	03/12/2025	03/12/2025 Not yet posted	\$153.42	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$153.42	\$153.42 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
334174650	02/25/2025	Fire Alarm Phone Line-	\$153.42	\$153.42	60-60-00-5201	Telephone/Alarms		\$153.42
							<i>Totals:</i>	\$153.42
City of Castle Pines	Computer Check 29093	02/24/2025	02/24/2025 Posted	\$2,340.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$2,340.00	\$2,340.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	
EST-25-0007	01/03/2025	CPNMD Parcel Transfe	\$2,340.00	\$2,340.00	60-60-00-5999	Parks, Trails and Open Space - IG		\$1,521.00

# 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	
EST-25-0007	01/03/2025	CPNMD Parcel Transfe	\$2,340.00	\$2,340.00	60-61-00-5999	Parks, Trails and Open Space - IG		\$819.00
<i>Totals:</i>								\$2,340.00
Clarity For Your Chaos Inc	Computer Check 29094	02/24/2025	02/24/2025 Posted	\$2,293.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$2,293.00	\$2,293.00 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
ES-10248	02/21/2025	Office Setup	\$2,293.00	\$2,293.00	60-60-00-5235	Office Furniture/Equipment		\$1,490.45
ES-10248	02/21/2025	Office Setup	\$2,293.00	\$2,293.00	60-61-00-5235	Office Furniture/Equipment		\$802.55
<i>Totals:</i>								\$2,293.00
Colorado Special Districts	Computer Check 29117	03/12/2025	03/12/2025 Not yet posted	\$233.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$233.00	\$233.00 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
35156	02/05/2025	Trailer Addition	\$233.00	\$233.00	60-60-00-5220	Insurance Property & Liability		\$151.45
35156	02/05/2025	Trailer Addition	\$233.00	\$233.00	60-61-00-5220	Property & Liability Insurance		\$81.55
<i>Totals:</i>								\$233.00
Comcast Business	Computer Check 29095	02/24/2025	02/24/2025 Posted	\$783.10	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$783.10	\$783.10 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
001001820229	02/03/2025	Ethernet Internet-7404	\$783.10	\$783.10	60-60-00-5201	Telephone/Alarms		\$509.02
001001820229	02/03/2025	Ethernet Internet-7404	\$783.10	\$783.10	60-61-00-5201	Telephone/Alarms		\$274.08
<i>Totals:</i>								\$783.10
Comcast Business	Computer Check 29118	03/12/2025	03/12/2025 Not yet posted	\$783.10	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$783.10	\$783.10 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
001001899408	03/03/2025	Ethernet Internet-7404	\$783.10	\$783.10	60-60-00-5201	Telephone/Alarms		\$509.02
001001899408	03/03/2025	Ethernet Internet-7404	\$783.10	\$783.10	60-61-00-5201	Telephone/Alarms		\$274.08
<i>Totals:</i>								\$783.10
COMCAST	Computer Check 29119	03/12/2025	03/12/2025 Not yet posted	\$428.65	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$428.65	\$428.65 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
8497202420365418	02/18/2025	HS Internet-WTP	\$428.65	\$428.65	60-60-00-5201	Telephone/Alarms		\$428.65
<i>Totals:</i>								\$428.65
Community Resource Services	Computer Check	02/24/2025	02/24/2025	\$16,764.75	60-00-00-1127	Citywide Bank	\$0.00	\$16,764.75

# 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
	29096		Posted		60-00-00-2100	Accounts Payable Co	\$16,764.75	\$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>
	02/01/2025	Finance & Billing-Janu:	\$16,764.75	\$16,764.75	60-60-00-5145	Accounting and Payroll		\$10,897.09
	02/01/2025	Finance & Billing-Janu:	\$16,764.75	\$16,764.75	60-61-00-5145	Accounting and Payroll		\$5,867.66
		<i>Totals:</i>						\$16,764.75
Community Resource Services	Computer Check 29120	03/12/2025	03/12/2025 Not yet posted	\$13,948.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$13,948.50	\$13,948.50 \$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>
	02/28/2025	Finance & Billing-Febr	\$13,948.50	\$13,948.50	60-60-00-5145	Accounting and Payroll		\$9,066.53
	02/28/2025	Finance & Billing-Febr	\$13,948.50	\$13,948.50	60-61-00-5145	Accounting and Payroll		\$4,881.97
		<i>Totals:</i>						\$13,948.50
CORE Electric Coop	Computer Check 29121	03/12/2025	03/12/2025 Not yet posted	\$60,753.02	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$60,753.02	\$60,753.02 \$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>
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-60-00-5202	Electricity & Natural Gas		\$296.87
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-60-00-5206	Electricity for Well Pumping		\$46,281.26
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-60-00-5207	Electricity for WTP		\$5,984.36
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-60-00-5208	Electricity for Booster Pump Stati		\$2,019.00
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-60-00-5330	Water Treatment Plant Repairs		\$105.06
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-61-00-5202	Electricity & Natural Gas		\$159.85
23793000	03/04/2025	Electrical Service	\$60,753.02	\$60,753.02	60-61-00-5209	Electricity for Wastewater Pumpir		\$5,906.62
		<i>Totals:</i>						\$60,753.02
Distribution System Resources	Computer Check 29097	02/24/2025	02/24/2025 Posted	\$53,274.98	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$53,274.98	\$53,274.98 \$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>
6436	02/10/2025	2025 Valve Exercising f	\$49,334.30	\$49,334.30	60-60-00-5332	Valve, Hydrant & PRV Maintenanc		\$49,334.30
		<i>Totals:</i>						\$49,334.30
6442	02/20/2025	Hydrant & Valve Repai	\$3,940.68	\$3,940.68	60-60-00-5332	Valve, Hydrant & PRV Maintenanc		\$3,940.68
		<i>Totals:</i>						\$3,940.68
DTC Print Brokers	Computer Check 29098	02/24/2025	02/24/2025 Posted	\$795.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$795.00	\$795.00 \$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>
2413	02/06/2025	Bill Inserts-1/31/25	\$795.00	\$795.00	60-60-00-5169	Communications - Public Outrea		\$516.75
2413	02/06/2025	Bill Inserts-1/31/25	\$795.00	\$795.00	60-61-00-5169	Communications - Public Outrea		\$278.25
		<i>Totals:</i>						\$795.00

# 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
DTC Print Brokers	Computer Check 29122	03/12/2025	03/12/2025 Not yet posted	\$3,195.00	60-00-00-1127	Citywide Bank	\$0.00	\$3,195.00
					60-00-00-2100	Accounts Payable Co	\$3,195.00	\$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>
	2430	03/11/2025	Window Envelopes-Bill	\$3,195.00	\$3,195.00	60-60-00-5222	Printing & Copying	\$2,076.75
	2430	03/11/2025	Window Envelopes-Bill	\$3,195.00	\$3,195.00	60-61-00-5222	Printing & Copying	\$1,118.25
							<i>Totals:</i>	\$3,195.00
Elara Creatives	Computer Check 29123	03/12/2025	03/12/2025 Not yet posted	\$6,550.00	60-00-00-1127	Citywide Bank	\$0.00	\$6,550.00
					60-00-00-2100	Accounts Payable Co	\$6,550.00	\$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>
	2770DD99-0017	03/01/2025	Digital Marketing, Corr	\$6,550.00	\$6,550.00	60-60-00-5169	Communications - Public Outrea	\$4,257.50
	2770DD99-0017	03/01/2025	Digital Marketing, Corr	\$6,550.00	\$6,550.00	60-61-00-5169	Communications - Public Outrea	\$2,292.50
							<i>Totals:</i>	\$6,550.00
EPR	Computer Check 29099	02/24/2025	02/24/2025 Posted	\$41,575.71	60-00-00-1127	Citywide Bank	\$0.00	\$41,575.71
					60-00-00-2100	Accounts Payable Co	\$41,575.71	\$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>
	3925	02/07/2025	Raw Water Line Repair	\$20,364.86	\$20,364.86	60-60-00-5320	Wells R&M	\$20,364.86
	3927	02/07/2025	Well A-5 Isolation Valv	\$21,210.85	\$21,210.85	60-60-00-7760	Well Control Vault Rehab Progra	\$21,210.85
							<i>Totals:</i>	\$21,210.85
EPR	Computer Check 29125	03/12/2025	03/12/2025 Not yet posted	\$18,219.41	60-00-00-1127	Citywide Bank	\$0.00	\$18,219.41
					60-00-00-2100	Accounts Payable Co	\$18,219.41	\$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>
	3939	02/28/2025	Exeter & Monarch	\$18,219.41	\$18,219.41	60-60-00-5360	Water Distribution Repairs	\$18,219.41
							<i>Totals:</i>	\$18,219.41
ENLIVE tv Services LLC	Computer Check 29110	02/25/2025	02/25/2025 Posted	\$200.00	60-00-00-1127	Citywide Bank	\$0.00	\$200.00
					60-00-00-2100	Accounts Payable Co	\$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>
	0165	02/01/2025	CDN-Board Meetings-l	\$200.00	\$200.00	60-60-00-5169	Communications - Public Outrea	\$130.00
	0165	02/01/2025	CDN-Board Meetings-l	\$200.00	\$200.00	60-61-00-5169	Communications - Public Outrea	\$70.00
							<i>Totals:</i>	\$200.00
ENLIVE tv Services LLC	Computer Check 29124	03/12/2025	03/12/2025 Not yet posted	\$200.00	60-00-00-1127	Citywide Bank	\$0.00	\$200.00
					60-00-00-2100	Accounts Payable Co	\$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>

# 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	
0166	03/03/2025	CDN-Board Meetings-l	\$200.00	\$200.00	60-60-00-5169	Communications - Public Outrea		\$130.00
0166	03/03/2025	CDN-Board Meetings-l	\$200.00	\$200.00	60-61-00-5169	Communications - Public Outrea		\$70.00
<i>Totals:</i>								\$200.00
Family Support Registry	Computer Check 29100	02/24/2025	02/24/2025 Posted	\$286.50	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$286.50	\$286.50 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	02/15/2025	Wage Garnishment-FS	\$286.50	\$286.50	60-00-00-2110	Misc Accounts Payable		\$286.50
<i>Totals:</i>								\$286.50
Family Support Registry	Computer Check 29126	03/12/2025	03/12/2025 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
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	02/28/2025	Wage Garnishment-FS	\$286.50	\$286.50	60-00-00-2110	Misc Accounts Payable		\$286.50
<i>Totals:</i>								\$286.50
Greystone Technology Group	Computer Check 29127	03/12/2025	03/12/2025 Not yet posted	\$2,131.86	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$2,131.86	\$2,131.86 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
94543	02/13/2025	Cloud Service-January	\$174.36	\$174.36	60-60-00-5166	Software Support		\$113.33
94543	02/13/2025	Cloud Service-January	\$174.36	\$174.36	60-61-00-5166	Software Support		\$61.03
<i>Totals:</i>								\$174.36
94841	03/01/2025	IT Service-March	\$1,957.50	\$1,957.50	60-60-00-5166	Software Support		\$1,272.38
94841	03/01/2025	IT Service-March	\$1,957.50	\$1,957.50	60-61-00-5166	Software Support		\$685.12
<i>Totals:</i>								\$1,957.50
H2 Advisors Corporation	Computer Check 29128	03/12/2025	03/12/2025 Not yet posted	\$9,824.14	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$9,824.14	\$9,824.14 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
101098	02/28/2025	Accounting & Finance	\$9,824.14	\$9,824.14	60-60-00-5145	Accounting and Payroll		\$6,385.69
101098	02/28/2025	Accounting & Finance	\$9,824.14	\$9,824.14	60-61-00-5145	Accounting and Payroll		\$3,438.45
<i>Totals:</i>								\$9,824.14
Hamre Rodriguez Ostrander	Computer Check 29101	02/24/2025	02/24/2025 Posted	\$1,092.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$1,092.00	\$1,092.00 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
1367	02/03/2025	Legal Service-Water Ri	\$1,092.00	\$1,092.00	60-60-00-5400	Professional Svcs - Water Rights		\$1,092.00
<i>Totals:</i>								\$1,092.00

# 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
Hamre Rodriguez Ostrander	Computer Check 29129	03/12/2025	03/12/2025 Not yet posted	\$716.00	60-00-00-1127	Citywide Bank	\$0.00	\$716.00
					60-00-00-2100	Accounts Payable Co	\$716.00	\$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>
1676	03/03/2025	Legal Service-Water Ri	\$716.00	\$716.00	60-60-00-5400	Professional Svcs - Water Rights I		\$716.00
						<i>Totals:</i>		\$716.00
HBS	Computer Check 29130	03/12/2025	03/12/2025 Not yet posted	\$341.50	60-00-00-1127	Citywide Bank	\$0.00	\$341.50
					60-00-00-2100	Accounts Payable Co	\$341.50	\$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>
FR5109859	02/28/2025	Trash Service-7404 Yor	\$341.50	\$341.50	60-60-00-5204	Trash Removal		\$221.98
FR5109859	02/28/2025	Trash Service-7404 Yor	\$341.50	\$341.50	60-61-00-5204	Trash Removal		\$119.52
						<i>Totals:</i>		\$341.50
Highlands Ranch Metro District	Computer Check 29131	03/12/2025	03/12/2025 Not yet posted	\$53.33	60-00-00-1127	Citywide Bank	\$0.00	\$53.33
					60-00-00-2100	Accounts Payable Co	\$53.33	\$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	02/28/2025	Pump Station	\$53.33	\$53.33	60-60-00-5374	Centennial Delivery Charges		\$53.33
						<i>Totals:</i>		\$53.33
Investigations Law Group	Computer Check 29132	03/12/2025	03/12/2025 Not yet posted	\$500.00	60-00-00-1127	Citywide Bank	\$0.00	\$500.00
					60-00-00-2100	Accounts Payable Co	\$500.00	\$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>
5202	03/03/2025	Job Candidates Search	\$500.00	\$500.00	60-60-00-5158	Professional Services - Human Re		\$325.00
5202	03/03/2025	Job Candidates Search	\$500.00	\$500.00	60-61-00-5158	Professional Services - Human Re		\$175.00
						<i>Totals:</i>		\$500.00
JAN PRO Cleaning Systems of C	Computer Check 29133	03/12/2025	03/12/2025 Not yet posted	\$812.00	60-00-00-1127	Citywide Bank	\$0.00	\$812.00
					60-00-00-2100	Accounts Payable Co	\$812.00	\$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>
300556	03/01/2025	Janitorial Service-CC-IV	\$812.00	\$812.00	60-60-00-5229	Building Cleaning Expenses		\$527.80
300556	03/01/2025	Janitorial Service-CC-IV	\$812.00	\$812.00	60-61-00-5229	Building Cleaning Expenses		\$284.20
						<i>Totals:</i>		\$812.00
Jehn Water Consultants Inc.	Computer Check 29134	03/12/2025	03/12/2025 Not yet posted	\$6,473.07	60-00-00-1127	Citywide Bank	\$0.00	\$6,473.07
					60-00-00-2100	Accounts Payable Co	\$6,473.07	\$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>
125.1/3-25	03/02/2025	General Water Rights	\$5,176.25	\$5,176.25	60-60-00-5167	Professional Services - Water Rig		\$5,176.25
						<i>Totals:</i>		\$5,176.25

# 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	
125.6/3-25	03/02/2025	Resume Review	\$122.50	\$122.50	60-60-00-5167	Professional Services - Water Rig		\$122.50
						<i>Totals:</i>		\$122.50
871.1/3-25	03/02/2025	Hock Hocking Share-Fr	\$1,174.32	\$1,174.32	60-60-00-5316	Ditch/Land Rights Operating Exp		\$1,174.32
						<i>Totals:</i>		\$1,174.32
Kennedy Jenks Consultants Inc	Computer Check 29135	03/12/2025	03/12/2025 Not yet posted	\$83,269.02	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$83,269.02	\$83,269.02 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
178292	02/25/2025	Lagae PA-7	\$397.67	\$397.67	60-60-00-5165	Engineering Services Reimbursab		\$397.67
						<i>Totals:</i>		\$397.67
178293	02/25/2025	Lagae Family Parcel	\$948.88	\$948.88	60-60-00-5165	Engineering Services Reimbursab		\$948.88
						<i>Totals:</i>		\$948.88
178294	02/25/2025	Lift Stations Permitting	\$11,345.19	\$11,345.19	60-61-00-7766	Waste Water - Lift Station Renov		\$11,345.19
						<i>Totals:</i>		\$11,345.19
178295	02/25/2025	Liquid Ammonia Sulfat	\$13,305.19	\$13,305.19	60-60-00-7769	WTP Liquid Ammonia Sulfate		\$13,305.19
						<i>Totals:</i>		\$13,305.19
178296	02/25/2025	Well Vaults Rehabilitati	\$6,476.64	\$6,476.64	60-60-00-7760	Well Control Vault Rehab Program		\$6,476.64
						<i>Totals:</i>		\$6,476.64
178297	02/25/2025	Facility Documentation	\$8,702.61	\$8,702.61	60-60-00-7755	WTP Site Plan / O&M Manual De		\$8,702.61
						<i>Totals:</i>		\$8,702.61
178298	02/25/2025	General Engineering	\$1,717.01	\$1,717.01	60-60-00-5175	Engineering		\$1,717.01
						<i>Totals:</i>		\$1,717.01
178299	02/25/2025	Monarch Water Line Re	\$644.78	\$644.78	60-60-00-7767	Monarch Waterline Replacement		\$644.78
						<i>Totals:</i>		\$644.78
178300	02/25/2025	Filter Beds Rehab	\$39,731.05	\$39,731.05	60-60-00-7756	WTP Filter Rehabilitation Program		\$39,731.05
						<i>Totals:</i>		\$39,731.05
Letters Plus	Computer Check 29136	03/12/2025	03/12/2025 Not yet posted	\$6,000.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$6,000.00	\$6,000.00 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
	03/11/2025	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-60-00-5221	Postage & Freight		\$3,120.00
	03/11/2025	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-60-00-5222	Printing & Copying		\$780.00
	03/11/2025	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-61-00-5221	Postage & Freight		\$1,680.00
	03/11/2025	Mailing & Postage Fun	\$6,000.00	\$6,000.00	60-61-00-5222	Printing & Copying		\$420.00
						<i>Totals:</i>		\$6,000.00
Level Engineering and Inspectio	Computer Check 29102	02/24/2025	02/24/2025 Posted	\$12,385.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$12,385.00	\$12,385.00 \$0.00



# 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	
2025-01	02/07/2025	Contract 17571-Gen C	\$12,385.00	\$12,385.00	60-60-00-5164	Engineering Services		\$1,043.25
2025-01	02/07/2025	Contract 17571-Gen C	\$12,385.00	\$12,385.00	60-60-00-5999	Parks, Trails and Open Space - IG		\$6,207.50
2025-01	02/07/2025	Contract 17571-Gen C	\$12,385.00	\$12,385.00	60-61-00-5164	Engineering Services		\$561.75
2025-01	02/07/2025	Contract 17571-Gen C	\$12,385.00	\$12,385.00	60-61-00-5400	Collection - Emergency Response		\$1,230.00
2025-01	02/07/2025	Contract 17571-Gen C	\$12,385.00	\$12,385.00	60-61-00-5999	Parks, Trails and Open Space - IG		\$3,342.50
<i>Totals:</i>								\$12,385.00
Level Engineering and Inspecti	Computer Check 29137	03/12/2025	03/12/2025 Not yet posted	\$23,611.25	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$23,611.25	\$23,611.25 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-60-00-5175	Engineering		\$1,421.87
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-60-00-5400	Professional Svcs - Water Rights I		\$133.25
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-60-00-5999	Parks, Trails and Open Space - IG		\$13,792.19
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-61-00-5164	Engineering Services		\$765.63
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-61-00-5400	Collection - Emergency Response		\$71.75
2025-02	03/03/2025	Contract 17571-Gen C	\$23,611.25	\$23,611.25	60-61-00-5999	Parks, Trails and Open Space - IG		\$7,426.56
<i>Totals:</i>								\$23,611.25
Mountain Peak Controls Inc.	Computer Check 29138	03/12/2025	03/12/2025 Not yet posted	\$11,400.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$11,400.00	\$11,400.00 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
30888	03/04/2025	Well Vault Upgrade W	\$10,200.00	\$10,200.00	60-60-00-7760	Well Control Vault Rehab Program		\$10,200.00
<i>Totals:</i>								\$10,200.00
30901	03/10/2025	Well Vault Upgrade W	\$1,200.00	\$1,200.00	60-60-00-7760	Well Control Vault Rehab Program		\$1,200.00
<i>Totals:</i>								\$1,200.00
Municipal Treatment Equipmer	Computer Check 29103	02/24/2025	02/24/2025 Posted	\$301.56	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$301.56	\$301.56 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
004978	02/14/2025	Parts-WTP	\$301.56	\$301.56	60-60-00-5330	Water Treatment Plant Repairs		\$301.56
<i>Totals:</i>								\$301.56
Office Depot Business Credit	Computer Check 29104	02/24/2025	02/24/2025 Posted	\$86.29	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$86.29	\$86.29 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description	Amount	
6011566601198660	02/03/2025	Office Supplies	\$86.29	\$86.29	60-60-00-5223	Operating Supplies		\$56.09
6011566601198660	02/03/2025	Office Supplies	\$86.29	\$86.29	60-61-00-5223	Operating Supplies		\$30.20
<i>Totals:</i>								\$86.29

# 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
Plum Creek Water Reclamation	Computer Check 29105	02/24/2025	02/24/2025 Posted	\$62,374.16	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$62,374.16	\$62,374.16 \$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>
CPNMD0125	02/03/2025	Wastewater Treatment	\$60,290.83	\$60,290.83	60-61-00-5167	PCWRA Sewer Fees		\$60,290.83
							<i>Totals:</i>	\$60,290.83
RCPN0125	02/03/2025	Pond 16-January	\$2,083.33	\$2,083.33	60-60-00-5205	Reuse Pumping		\$2,083.33
							<i>Totals:</i>	\$2,083.33
Plum Creek Water Reclamation	Computer Check 29139	03/12/2025	03/12/2025 Not yet posted	\$62,374.16	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$62,374.16	\$62,374.16 \$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>
CPNMD0225	03/03/2025	Wastewater Treatment	\$60,290.83	\$60,290.83	60-61-00-5167	PCWRA Sewer Fees		\$60,290.83
							<i>Totals:</i>	\$60,290.83
RCPN0225	03/03/2025	Pond 16-February	\$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 29140	03/12/2025	03/12/2025 Not yet posted	\$28,281.35	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$28,281.35	\$28,281.35 \$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>
2710	02/28/2025	Well A1- Main Breaker	\$3,281.35	\$3,281.35	60-60-00-5320	Wells R&M		\$3,281.35
							<i>Totals:</i>	\$3,281.35
2711	02/28/2025	A1 Well Main Breaker	\$25,000.00	\$25,000.00	60-60-00-5320	Wells R&M		\$25,000.00
							<i>Totals:</i>	\$25,000.00
QP Services LLC	Computer Check 29106	02/24/2025	02/24/2025 Posted	\$116,174.40	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$116,174.40	\$116,174.40 \$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>
PJINV002170	01/31/2025	588 Villa Drive Repair	\$1,030.00	\$1,030.00	60-61-00-5360	Collection - Station Jetting		\$1,030.00
							<i>Totals:</i>	\$1,030.00
Pay App 1-QPS-00042	01/31/2025	2025 Sewer Rat-QPS-0	\$115,144.40	\$115,144.40	60-61-00-5360	Collection - Station Jetting		\$115,144.40
							<i>Totals:</i>	\$115,144.40
QP Services LLC	Computer Check 29141	03/12/2025	03/12/2025 Not yet posted	\$27,482.58	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$27,482.58	\$27,482.58 \$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>
PJINV002256-PayApp	02/28/2025	2025 Sewer Rat-QPS-0	\$21,831.95	\$21,831.95	60-61-00-5360	Collection - Station Jetting		\$21,831.95
							<i>Totals:</i>	\$21,831.95
PJINV002252	02/28/2025	412 Max Dr-Repair	\$5,650.63	\$5,650.63	60-61-00-5360	Collection - Station Jetting		\$5,650.63
							<i>Totals:</i>	\$5,650.63

# 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>	\$5,650.63
Resource Central	Computer Check 29142	03/12/2025	03/12/2025 Not yet posted	\$7,518.75	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$7,518.75	\$7,518.75 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
6313	02/28/2025	2025 Slow the Flow De	\$7,518.75	\$7,518.75	60-60-00-5170	Water Rebates		
							<i>Totals:</i>	\$7,518.75
Semocor Inc	Computer Check 29143	03/12/2025	03/12/2025 Not yet posted	\$49,878.91	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$49,878.91	\$49,878.91 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
7101	03/01/2025	ORC, WTP, LSs & Field	\$49,878.91	\$49,878.91	60-60-00-5147	Operations Staffing Contract		
7101	03/01/2025	ORC, WTP, LSs & Field	\$49,878.91	\$49,878.91	60-60-00-5345	Chemicals		
7101	03/01/2025	ORC, WTP, LSs & Field	\$49,878.91	\$49,878.91	60-60-00-5347	Water Quality Testing		
7101	03/01/2025	ORC, WTP, LSs & Field	\$49,878.91	\$49,878.91	60-61-00-5147	Operations Staffing Contract		
							<i>Totals:</i>	\$49,878.91
Seter, Vander Wall & Mielke, P.	Computer Check 29107	02/24/2025	02/24/2025 Posted	\$23,944.16	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$23,944.16	\$23,944.16 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
87953	01/31/2025	Legal Service	\$23,944.16	\$23,944.16	60-60-00-5163	Legal Services		
87953	01/31/2025	Legal Service	\$23,944.16	\$23,944.16	60-60-00-5231	Election Expenses		
87953	01/31/2025	Legal Service	\$23,944.16	\$23,944.16	60-61-00-5163	Legal Services		
87953	01/31/2025	Legal Service	\$23,944.16	\$23,944.16	60-61-00-5231	Election Expenses		
							<i>Totals:</i>	\$23,944.16
Seter, Vander Wall & Mielke, P.	Computer Check 29144	03/12/2025	03/12/2025 Not yet posted	\$30,622.78	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$30,622.78	\$30,622.78 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-60-00-5163	Legal Services		
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-60-00-5231	Election Expenses		
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-61-00-5163	Legal Services		
88038	02/28/2025	Legal Service-February	\$30,622.78	\$30,622.78	60-61-00-5231	Election Expenses		
							<i>Totals:</i>	\$30,622.78
SPOK INC.	Computer Check 29145	03/12/2025	03/12/2025 Not yet posted	\$234.49	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$234.49	\$234.49 \$0.00
Invoice #	Invoice Date	Description	Invoice Amount	Amount Paid	Account Number	Account Description		

# 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
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
J0382663O	02/28/2025	Digital Pager	\$234.49	\$234.49	60-60-00-5201	Telephone/Alarms		\$152.42
J0382663O	02/28/2025	Digital Pager	\$234.49	\$234.49	60-61-00-5201	Telephone/Alarms		\$82.07
<i>Totals:</i>								\$234.49
Uline	Computer Check 29146	03/12/2025	03/12/2025 Not yet posted	\$3,005.05	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$3,005.05	\$3,005.05 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
189974584	03/05/2025	Office Desk & Chairs	\$3,005.05	\$3,005.05	60-60-00-5235	Office Furniture/Equipment		\$1,953.28
189974584	03/05/2025	Office Desk & Chairs	\$3,005.05	\$3,005.05	60-61-00-5235	Office Furniture/Equipment		\$1,051.77
<i>Totals:</i>								\$3,005.05
USA Blue Book	Computer Check 29147	03/12/2025	03/12/2025 Not yet posted	\$38,347.13	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$38,347.13	\$38,347.13 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
INV00624820	02/17/2025	Monochloramine Analy	\$38,347.13	\$38,347.13	60-60-00-7756	WTP Filter Rehabilitation Program		\$38,347.13
<i>Totals:</i>								\$38,347.13
Utility Notification Ctr CO	Computer Check 29148	03/12/2025	03/12/2025 Not yet posted	\$230.24	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$230.24	\$230.24 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
225020366	02/28/2025	Locate Service-Februar	\$230.24	\$230.24	60-60-00-5361	Underground Utility Locates		\$149.66
225020366	02/28/2025	Locate Service-Februar	\$230.24	\$230.24	60-61-00-5361	Underground Utility Locates		\$80.58
<i>Totals:</i>								\$230.24
VIP Video Productions	Computer Check 29108	02/24/2025	02/24/2025 Posted	\$4,500.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$4,500.00	\$4,500.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
9367	02/17/2025	Board Meetings-Video	\$4,500.00	\$4,500.00	60-60-00-5169	Communications - Public Outrea		\$2,925.00
9367	02/17/2025	Board Meetings-Video	\$4,500.00	\$4,500.00	60-61-00-5169	Communications - Public Outrea		\$1,575.00
<i>Totals:</i>								\$4,500.00
Xerox Financial Services	Computer Check 29109	02/24/2025	02/24/2025 Posted	\$470.00	60-00-00-1127 60-00-00-2100	Citywide Bank Accounts Payable Co	\$0.00 \$470.00	\$470.00 \$0.00
<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>	<u>Account Number</u>	<u>Account Description</u>		<u>Amount</u>
40179576	02/09/2025	Copy Machine Lease-F	\$470.00	\$470.00	60-60-00-5222	Printing & Copying		\$305.50
40179576	02/09/2025	Copy Machine Lease-F	\$470.00	\$470.00	60-61-00-5222	Printing & Copying		\$164.50
<i>Totals:</i>								\$470.00

# 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
<b>Grand Totals:</b>				\$877,444.22			\$877,444.22	\$877,444.22
A total of 59 payment(s) listed								

# Castle Pines North Metro. District

## Cash Disbursement Journals

### Account Summary

Account Number	Description	Debit Amount	Credit Amount
60-00-00-1127	Citywide Bank	\$0.00	\$877,444.22
60-00-00-2100	Accounts Payable Control	\$877,444.22	\$877,444.22
60-00-00-2110	Misc Accounts Payable	\$573.00	\$0.00
60-60-00-5145	Accounting and Payroll	\$26,349.31	\$0.00
60-60-00-5147	Operations Staffing Contract	\$33,018.00	\$0.00
60-60-00-5158	Professional Services - Human Resource:	\$325.00	\$0.00
60-60-00-5161	Professional Services	\$12,360.00	\$0.00
60-60-00-5163	Legal Services	\$34,882.23	\$0.00
60-60-00-5164	Engineering Services	\$1,043.25	\$0.00
60-60-00-5165	Engineering Services Reimbursable	\$1,346.55	\$0.00
60-60-00-5166	Software Support	\$1,385.71	\$0.00
60-60-00-5167	Professional Services - Water Rights	\$5,298.75	\$0.00
60-60-00-5169	Communications - Public Outreach	\$9,389.25	\$0.00
60-60-00-5170	Water Rebates	\$7,518.75	\$0.00
60-60-00-5175	Engineering	\$3,138.88	\$0.00
60-60-00-5201	Telephone/Alarms	\$2,628.58	\$0.00
60-60-00-5202	Electricity & Natural Gas	\$296.87	\$0.00
60-60-00-5204	Trash Removal	\$221.98	\$0.00
60-60-00-5205	Reuse Pumping	\$4,166.66	\$0.00
60-60-00-5206	Electricity for Well Pumping	\$46,281.26	\$0.00
60-60-00-5207	Electricity for WTP	\$5,984.36	\$0.00
60-60-00-5208	Electricity for Booster Pump Station	\$2,019.00	\$0.00
60-60-00-5211	Snow Removal	\$2,925.00	\$0.00
60-60-00-5220	Insurance Property & Liability	\$151.45	\$0.00
60-60-00-5221	Postage & Freight	\$3,120.00	\$0.00
60-60-00-5222	Printing & Copying	\$3,162.25	\$0.00
60-60-00-5223	Operating Supplies	\$56.09	\$0.00
60-60-00-5229	Building Cleaning Expenses	\$527.80	\$0.00
60-60-00-5231	Election Expenses	\$586.27	\$0.00
60-60-00-5235	Office Furniture/Equipment	\$4,516.23	\$0.00
60-60-00-5316	Ditch/Land Rights Operating Expenses	\$1,174.32	\$0.00
60-60-00-5320	Wells R&M	\$48,646.21	\$0.00
60-60-00-5330	Water Treatment Plant Repairs	\$3,290.02	\$0.00
60-60-00-5332	Valve, Hydrant & PRV Maintenance	\$53,274.98	\$0.00
60-60-00-5345	Chemicals	\$5,633.91	\$0.00
60-60-00-5347	Water Quality Testing	\$650.00	\$0.00
60-60-00-5360	Water Distribution Repairs	\$18,219.41	\$0.00
60-60-00-5361	Underground Utility Locates	\$3,958.66	\$0.00
60-60-00-5374	Centennial Delivery Charges	\$53.33	\$0.00

## Castle Pines North Metro. District

### Cash Disbursement Journals

60-60-00-5400	Professional Svcs - Water Rights Hamre,	\$1,941.25	\$0.00
60-60-00-5417	Professional Svcs - Backflow Program	\$9,000.00	\$0.00
60-60-00-5999	Parks, Trails and Open Space - IGA experi	\$21,520.69	\$0.00
60-60-00-7755	WTP Site Plan / O&M Manual Developm	\$8,702.61	\$0.00
60-60-00-7756	WTP Filter Rehabilitation Program	\$78,078.18	\$0.00
60-60-00-7760	Well Control Vault Rehab Program	\$39,087.49	\$0.00
60-60-00-7767	Monarch Waterline Replacement Project	\$644.78	\$0.00
60-60-00-7769	WTP Liquid Ammonia Sulfate	\$13,605.19	\$0.00
60-61-00-5145	Accounting and Payroll	\$14,188.08	\$0.00
60-61-00-5147	Operations Staffing Contract	\$10,577.00	\$0.00
60-61-00-5158	Professional Services - Human Resource:	\$175.00	\$0.00
60-61-00-5163	Legal Services	\$18,782.75	\$0.00
60-61-00-5164	Engineering Services	\$1,327.38	\$0.00
60-61-00-5166	Software Support	\$746.15	\$0.00
60-61-00-5167	PCWRA Sewer Fees	\$120,581.66	\$0.00
60-61-00-5169	Communications - Public Outreach	\$5,055.75	\$0.00
60-61-00-5201	Telephone/Alarms	\$946.18	\$0.00
60-61-00-5202	Electricity & Natural Gas	\$159.85	\$0.00
60-61-00-5204	Trash Removal	\$119.52	\$0.00
60-61-00-5209	Electricity for Wastewater Pumping	\$5,906.62	\$0.00
60-61-00-5211	Snow Removal	\$1,575.00	\$0.00
60-61-00-5220	Property & Liability Insurance	\$81.55	\$0.00
60-61-00-5221	Postage & Freight	\$1,680.00	\$0.00
60-61-00-5222	Printing & Copying	\$1,702.75	\$0.00
60-61-00-5223	Operating Supplies	\$30.20	\$0.00
60-61-00-5229	Building Cleaning Expenses	\$284.20	\$0.00
60-61-00-5231	Election Expenses	\$315.69	\$0.00
60-61-00-5235	Office Furniture/Equipment	\$2,431.82	\$0.00
60-61-00-5360	Collection - Station Jetting	\$143,656.98	\$0.00
60-61-00-5361	Underground Utility Locates	\$2,131.58	\$0.00
60-61-00-5400	Collection - Emergency Response	\$1,301.75	\$0.00
60-61-00-5999	Parks, Trails and Open Space - IGA experi	\$11,588.06	\$0.00
60-61-00-7766	Waste Water - Lift Station Renovations	\$11,345.19	\$0.00

Castle Pines North Metropolitan District  
 Financial Planning Calendar - 2025



Month	Work Session	Board Meeting	Finance Process Overview - Work Session	Board Meeting Topic	Board Meeting Budget to	Financials Statement Date
March	March 19, 2025					
March		March 24th			Jan-25	
April	April 23, 2025		Cash Management & Investing			
April		April 28th		Hearing to Amend 2024 Budget for GF & CTF Activity	Feb-25	
May	May 21, 2025		Mill Levies, Assessed Valuation and §§ 29-1-1701 to -1705, C.R.S. Implications / Qualified Property Tax Revenue			
May		May 27th			Mar-25	March 2025 Financials
June	June 18, 2025		Accounts Payable, Transactions, Payroll Process			
June		June 23rd			Apr-25	
July	July 23, 2025		Budget Process, Overview of District State Compliance Calendar			
July		July 28th			May-25	
August	August 20, 2025		Utility Billing Process			
August		August 25th			Jun-25	June 2025 Financials
September	September 17, 2025		Rates & Budget Work Session			
September		September 22nd			Jul-25	
October	October 22, 2025		Budget Work Session			
October		October 27th		1st Budget Presentation	August 2025 with Budget	
November	November 19, 2025					
November		November 24th		Budget Adoption	September 2025 with Budget	September 2025 Financials
December		December 29th		If Needed		

Note: Assumes Bill Pay Cycle is on the 25th of Each Month (1x Month) & Budget to Actuals Presented Monthly



**INDEPENDENT CONTRACTOR AGREEMENT  
COMMUNICATIONS SUPPORT**

This INDEPENDENT CONTRACTOR AGREEMENT, including any and all exhibits attached hereto (the “**Agreement**”), is entered into as of March 24, 2025, by and between CASTLE PINES NORTH METROPOLITAN DISTRICT, a political subdivision of the State of Colorado (the “**District**”), and SIGLER COMMUNICATIONS, INC., a Colorado corporation (the “**Contractor**”). The District and Contractor are collectively referred to herein as the “**Parties.**”

**RECITALS**

WHEREAS, the District desires to engage Sigler Communications, Inc. to provide professional communications services; and

WHEREAS, Contractor represents it has the professional experience, skill, and resources to perform the services described herein.

NOW, THEREFORE, in consideration of the mutual covenants and stipulations set forth herein, the Parties agree as follows:

**TERMS AND CONDITIONS**

1. SCOPE OF SERVICES. Contractor shall provide communications support and related services as described in **Exhibit A** attached hereto and incorporated herein by reference (“**Services**”). Contractor shall perform Services in a professional manner, to the satisfaction of the District, using the degree of skill and knowledge customarily employed by other professionals performing similar services. Contractor shall perform Services within the time period and pursuant to the Scope of Services specified in **Exhibit A**. In the event of any conflict between terms set forth in the body of this Agreement and terms set forth in **Exhibit A**, the terms in the body of this Agreement shall govern. Contractor shall have no right or authority, express or implied, to take any action, expend any sum, incur any obligation, or otherwise obligate the District in any manner whatsoever, except to the extent specifically provided in this Agreement (including **Exhibit A**) or through other authorization expressly delegated to or authorized by the District through its Board of Directors.

2. COMPENSATION.

a. Compensation. Contractor shall invoice the District monthly, based on actual hours worked and materials used. Contractor’s hourly rates range from \$140 to \$200 per hour as outlined in **Exhibit A**. Payment shall be made within thirty (30) days of receipt of the monthly invoice. The total compensation under this Agreement shall not exceed \$100,000, excluding media buy costs, printing, mailing costs, survey costs, or design costs for event support.

b. Change Orders. At the request of the District and upon agreement of the Parties, Contractor may perform additional services that are beyond the scope of existing services specified in **Exhibit A**. Such additional services and compensation to be paid for the additional services will be set forth in a new Task Order executed by the Parties, in substantially the form {00793522}

provided in **Exhibit B**. Any new Task Order shall be subject to the terms and conditions set forth in this Agreement. This Agreement shall supersede any inconsistent provisions contained in the Task Order. No Task Order shall be authorized and executed by the District unless sufficient funds have been appropriated by the District for payment of the Contractor's compensation. Contractor shall have no right or authority, express or implied, to take any action, expend any sum, incur an obligation, or otherwise obligate the District in any manner whatsoever, except to the extent specifically provided in this Agreement. Contractor shall at all times conform to the stated policies established and approved by the District.

3. INDEPENDENT CONTRACTOR STATUS. The Contractor is an independent contractor and nothing in this Agreement shall constitute or designate the Contractor or any of its employees or agents as employees or agents of the District. The Contractor shall have full power and authority to select the means, manner and method of performing its duties under this Agreement, without detailed control or direction from the District, and shall be responsible for supervising its own employees or subcontractors. The District is concerned only with the results to be obtained. The District shall not be obligated to secure, and shall not provide, any insurance coverage or employment benefits of any kind or type to or for the Contractor or its employees, sub-consultants, contractors, agents, or representatives, including coverage or benefits related but not limited to: local, state or federal income or other tax contributions, insurance contributions (e.g. FICA taxes), workers' compensation, disability, injury, health or life insurance, professional liability insurance, errors and omissions insurance, vacation or sick-time benefits, retirement account contributions, or any other form of taxes, benefits or insurance. The Contractor shall be responsible for its safety, and the safety of its employees, sub-contractors, agents, and representatives. All personnel furnished by the Contractor will be deemed employees or sub-contractors of the Contractor and will not for any purpose be considered employees or agents of the District. The Contractor is not entitled to worker's compensation benefits or unemployment insurance benefits, unless unemployment compensation coverage is provided by the Contractor or some other entity other than the District, and the Contractor is obligated to pay federal and state income taxes on moneys by it earned pursuant to this Agreement.

4. CONFIDENTIALITY. Contractor shall maintain confidentiality for all non-public information provided by or gathered or developed for the District. All materials or data developed by Contractor pursuant to this Agreement shall be the property of the District. The Contractor shall not disclose the Agreement and will adhere to the signed non-disclosure agreement. The Contractor agrees that any of its employees, agents or subcontractors with access to any information designated thereunder as confidential information of the District shall agree to be bound by the terms of such confidentiality agreement.

5. TERM AND TERMINATION. This Agreement shall commence on January 9, 2025, and remain in effect until terminated, subject to annual appropriations. Either Party may terminate this Agreement by providing thirty (30) days written notice. Upon termination, Contractor shall deliver all District property in its possession.

6. INDEMNIFICATION.

a. The Contractor shall defend, indemnify and hold harmless the District and each of its directors, officers, contractors, employees, agents and consultants (collectively, the “**District Indemnitees**”), from and against any and all claims, demands, losses, liabilities, actions, lawsuits, damages, and expenses (the “**Claims**”), including reimbursement of legal expenses and attorneys’ fees actually incurred, by the District Indemnitees arising directly or indirectly, in whole or in part, out of the errors or omissions, negligence, willful misconduct, or any criminal or tortious act or omission of the Contractor or any of its subcontractors, officers, agents or employees, in connection with this Agreement and/or the Contractor’s performance of the Services or work pursuant to this Agreement. Notwithstanding anything else in this Agreement or otherwise to the contrary, the Contractor is not obligated to indemnify the District Indemnitees for the negligence of the District or the negligence of any other District Indemnitee, except the Contractor. Except as otherwise provided by applicable law, this indemnification obligation will not be limited in any way by any limitation on the amount or types of damages, compensation or benefits payable by or for the Contractor under workers’ compensation acts, disability acts or other employee benefit acts, provided that in no event shall the Contractor be liable for special/consequential or punitive damages.

b. In the event the Contractor fails to assume the defense of any Claims under this Section 15 within fifteen (15) days after notice from the District of the existence of such Claim, the District may assume the defense of the Claim with counsel of its own selection, and the Contractor will pay all reasonable expenses of such counsel. Insurance coverage requirements specified in this Agreement shall in no way lessen or limit the liability of the Contractor under the terms of this indemnification obligation.

7. NOTICES. All notices required hereunder must be in writing, and shall be effective upon personal delivery, certified mail delivery, or email confirmation. Notices shall be addressed as follows:

To the District: Castle Pines North Metropolitan District  
District Manager  
7404 Yorkshire Drive  
Castle Pines, CO 80108  
Phone: (303) 242-3262  
Email: nathan@cpnmd.org

With a copy to: Seter, Vander Wall & Mielke, P.C.  
7400 E. Orchard Road, Suite 3300  
Greenwood Village, CO 80111  
Attention: Paul J. Polito  
Phone: (303) 770-2700  
Email: ppolito@svwpc.com

To Contractor: Sigler Communications, Inc.  
1324 S. University Blvd

Denver, CO 80210  
Attention: Lisa Sigler  
Phone: (303) 916-2257  
Email: lisa@siglerinc.com

8. DEFAULT. If either Party fails to perform in accordance with the terms, covenants and conditions of this Agreement, or is otherwise in default of any of the terms of this Agreement, the non-defaulting party shall deliver written notice to the defaulting party of the default, at the address specified in Section 7 above, and the defaulting party will have ten (10) days from and after receipt of the notice to cure the default. If the default is not of a type which can be cured within such ten (10)-day period and the defaulting party gives written notice to the non-defaulting party within such ten (10)-day period that it is actively and diligently pursuing a cure, the defaulting party will have a reasonable period of time given the nature of the default following the end of the ten (10)-day period to cure the default, provided that the defaulting party is at all times within the additional time period actively and diligently pursuing the cure. If any default under this Agreement is not cured as described above, the non-defaulting party will, in addition to any other legal or equitable remedy, have the right to terminate this Agreement and enforce the defaulting party's obligations pursuant to this Agreement by an action for injunction or specific performance.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the Parties hereto relating to the Services, and sets forth the rights, duties, and obligations of each to the other as of this date, and hereby supersedes any and all prior negotiations, representations, agreements or arrangements of any kind with respect to the Services, whether written or oral. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. This Agreement may not be modified except by a writing executed by both the Contractor and the District.

10. GOOD FAITH OF PARTIES. In the performance of this Agreement, or in considering any requested approval, acceptance, consent, or extension of time, the Parties agree that each will act in good faith and will not act unreasonably, arbitrarily, capriciously, or unreasonably withhold, condition, or delay any approval, acceptance, consent, or extension of time required or requested pursuant to this Agreement.

11. SEVERABILITY. If any portion of this Agreement is declared by any court of competent jurisdiction to be invalid, void or unenforceable, such decision shall not affect the validity of any other portion of this Agreement which shall remain in full force and effect, the intention being that such portions are severable. In addition, in lieu of such void or unenforceable provision, there shall automatically be added as part of this Agreement a provision similar in terms to such illegal, invalid or unenforceable provision so that the resulting reformed provision is legal, valid and enforceable.

12. GOVERNING LAW. This Agreement shall be governed by Colorado law, and venue shall be exclusive to the District Court for Douglas County, Colorado.

13. SUBJECT TO ANNUAL APPROPRIATION AND BUDGET. The District does not intend hereby to create a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever. The Contractor expressly understands and agrees that the District's obligations under this Agreement shall extend only to monies appropriated for the purposes of this Agreement by the Board and shall not constitute a mandatory charge, requirement or liability in any ensuing fiscal year beyond the then-current fiscal year. No provision of this Agreement shall be construed or interpreted as a delegation of governmental powers by the District, or as creating a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever of the District or statutory debt limitation, including, without limitation, Article X, Section 20 or Article XI, Section 6 of the Constitution of the State of Colorado. No provision of this Agreement shall be construed to pledge or to create a lien on any class or source of District funds. The District's obligations under this Agreement exist subject to annual budgeting and appropriations, and shall remain subject to the same for the entire term of this Agreement.

14. GOVERNMENTAL IMMUNITY. Nothing in this Agreement shall be construed to waive, limit, or otherwise modify, in whole or in part, any governmental immunity that may be available by law to the District, its respective officials, employees, contractors, or agents, or any other person acting on behalf of the District and, in particular, governmental immunity afforded or available to the District pursuant to the Colorado Governmental Immunity Act, §§ 24-10-101, et seq., C.R.S.

*[Signature pages follow].*

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first above written. By the signature of its representative below, each Party affirms that it has taken all necessary action to authorize said representative to execute this Agreement.

**DISTRICT:**  
CASTLE PINES NORTH METROPOLITAN  
DISTRICT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_

APPROVED AS TO FORM:

SETER, VANDER WALL & MIELKE, P.C.  
Attorneys at Law

\_\_\_\_\_  
General Counsel for the District

**CONTRACTOR:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

STATE OF COLORADO

)

) ss.

COUNTY OF \_\_\_\_\_

)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_, as the \_\_\_\_\_ of \_\_\_\_\_

Witness my hand and official seal.

My commission expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

**EXHIBIT A**  
**SCOPE OF SERVICES**

DRAFT





**Letter of Agreement with Castle Pines North Metropolitan District**

---

Sigler Communications, Inc. is pleased to provide communications support to Castle Pines North Metropolitan District. The following agreement details the terms of our professional engagement starting January 9, 2025. This letter, when signed by you, will confirm that Castle Pines North Metropolitan District has retained the services of Sigler Communications, Inc.

**Scope of Work and Budget** -- See attached.

**AGREEMENT TERMS**

For these services, Sigler Communications, Inc. will bill time and materials. Our team's hourly rates vary from \$140 to \$200 per hour, depending on the person assigned to a task. If additional work is requested from our proposal or work outside the parameters of this agreement, the client and Sigler Communications, Inc. will execute a written Change Order, which will describe the additional services to be provided and the agreed-upon fees.

**Billing**

Sigler Communications, Inc. will provide the client with an invoice at the end of each month. The invoice describes the work performed and includes out-of-pocket expenses incurred by Sigler Communications, Inc. Our payment terms are Net 30 or sooner.

**Confidentiality**

Sigler Communications, Inc. will maintain confidentiality for all information provided to the client that is not in the public domain or previously known. All materials or data developed by the client will remain the property of the Castle Pines North Metropolitan District. Sigler will not disclose the agreement with the Castle Pines North Metropolitan District and will adhere to the signed non-disclosure agreement.

**Additional Terms**

Sigler Communications, Inc. shall indemnify and hold its officers, employees, directors and subcontractors harmless from any actions of third parties not a party to this Agreement.

This Agreement and any Change Order will be in effect until terminated by either party by providing 30 days' written notice. This Agreement contains the entire agreement between Sigler Communications, Inc. and Castle Pines North Metropolitan District. Changes will be made in writing.

Accepted and agreed to by the following authorized persons.

**Castle Pines North Metropolitan District**

Name:

Title:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Sigler Communications, Inc.**

Name: Lisa A. Sigler, APR

Title: President

Signature:

A handwritten signature in black ink that reads "Lisa A. Sigler".

Date: March 7, 2025

**Sigler Communications, Inc.**  
**Scope and Budget to Castle Pines North Metropolitan District**  
**Submitted March 7, 2025**

Following is a budget for 12 months. Sigler Communications bills on an hourly rate. Each consultant's rates are based on their experience level. Our hourly rates are as follows:

Lisa Sigler, \$200  
Chuck Montera, \$180  
Janet Rummel, \$175  
Bryn Webster, \$150  
Graphic Design, \$140

Following is an estimated budget using a blended rate of \$180 per hour based on the scope of work in the RFP.

**Strategic Communication Plan:**

**Comprehensive Plan** (review of existing plan, meeting to discuss goals, interviews with a few key stakeholders). Develop messages to align with organization goals. Imbed tracking matrix including media coverage, Google Analytics, social media and customer response tracking, review of customer surveys.

40 hours = \$7,200

**Monthly Report:** Develop a template format, write and present report.

4 hours for template; 5 hours per report x 12 = \$11,520

**Public Relations:**

**Media Engagement:** (including press releases and announcements)

6 hours per month x 12 = \$12,960

**Advertising with Castle Pines Connection/Chamber of Commerce:**

6 hours writing and coordination; 8 hours design (\$140/ hour) total = \$2,220 (does not include media buy)

**Digital Communications:**

**Social media, Website and Email Communications Campaign:**

13 hours per month x 12 = \$28,080

**Community Engagement:** Organize and participate in community events and workshops. Create surveys, bill inserts, annual CCRs, budget and rate communications documents.

**Events:** 25 hours (design costs not included) = \$4,500

**Surveys:** TBD (based on qualitative/quantitative and format)

**Monthly Inserts:** Writing, approvals, and design. (Not printing)

6 hours per insert writing x 12; 6 x 12 hours design x \$140 = \$23,040

**Annual Consumer Confidence Report (up to 10 pages):** 10 hours writing; 20 hours design (\$140/hour) = \$4,600

**Budget and Rate Communications Document:** 6 hours writing; 6 hours design (\$140/hour) = \$1,920

**Crisis Communications:** Ongoing engagement and develop plan.

**Crisis Communication Plan development:** 10 hours = \$1,800

**Crisis Support:** \$2,160

**Total: \$100,000** \* (does not include media buy costs, printing, mailing costs, survey costs or design costs for event support)

**EXHIBIT B**

**TASK ORDER FORM**

DRAFT

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
INDEPENDENT CONTRACTOR AGREEMENT TASK ORDER**

**AGREEMENT TITLE** \_\_\_\_\_

**AGREEMENT NO.** \_\_\_\_\_ **AGREEMENT DATE** \_\_\_\_\_ **TASK ORDER NO.** \_\_\_\_\_

**CONTRACTOR** \_\_\_\_\_

**TASK ORDER REFERENCE:** Task Order \_\_\_\_\_ Submittal (attached)

**TASK ORDER NAME:** \_\_\_\_\_

**BASIS OF COMPENSATION:** \_\_\_\_\_

**SCHEDULE:** \_\_\_\_\_

**AGREEMENT PRICE RECONCILIATION:**

**Previously Approved Change Orders/ Amendments/Task Orders** \_\_\_\_\_

**Task Order Price – Task Order No.** \_\_\_\_\_

**Total of Agreement Prices including this Task Order** \_\_\_\_\_

**AGREEMENT TERMS AND CONDITIONS**

All other terms and conditions of the Agreement remain unchanged and in full force and effect.

This Task Order constitutes written assurance by the Metro District (if a Metro District Agreement) that lawful appropriations have been made to cover the cost of the Task Order, pursuant to Section 24-91-103.6, C.R.S.

**APPROVALS REQUIRED:**

To be effective, this Task Order must be approved according to the Agreement.

Recommended by \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

The undersigned agrees to the above terms and conditions:

\_\_\_\_\_  
Consultant \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Authorized Agent \_\_\_\_\_ Title \_\_\_\_\_

# CASTLE PINES NORTH



METROPOLITAN DISTRICT™

Memorandum

**From:** Nathan J. Travis

**To:** CPNMD Board of Directors

**Date:** 3/19/2025

**Re:** Well A-2 Repair and Installation

**Vendor:** Layne Enterprises

**Contract Amount:** \$129,300.00

## **Need and Purpose of Expenditure**

Well A-2, located on the east side of Monarch Blvd south of Castle Pines Parkway, has failed. The driveshaft of the well sheered, rendering the well inoperable. This is a high producing well, and as such is a key asset utilized heavily for water production in the summer months.

The existing pump will be sent to a facility in Wyoming for inspection, and repair as necessary prior to re-installation. We will be installing a larger diameter drive shaft, and replacement seal to make the well equipment more robust.

## **Alternative Means**

**Re-Drilling:** This would have a much higher cost of around 1.5 to 2 million dollars. We have inspected the well column to ensure that there are no conditions that would require the well to be re-drilled and are confident that moving forward with the repair is the appropriate course of action.

**Purchase new equipment instead of refurbishing:** This option was discussed and considered with input from Kennedy Jenks. Because the equipment is relatively new, inspecting and refurbishing the equipment is the best option.

**Warranty Repair:** Because of the age of the equipment (about 2 years old) we also submitted the failure to the manufacturer to see if these repairs could be completed under warranty, however this request was denied because there is no evidence of a failure due to workmanship, or material defects. Both Layne Enterprises and Kennedy Jenks agree with this conclusion.

## **Alternative Proposals**

No alternative proposals were sought. However, this proposal has been evaluated by the district engineer, Kennedy Jenks, and it is their recommendation that we move forward with approval, noting that the cost is in line with expectations for the work being performed, and that there is not a significant value in prolonging the repair, in search for a better price.

KJ performed a comprehensive evaluation including failure data, well trending data, mechanical components, electrical supply, pump curves, and communications information. Ultimately determining that the most likely cause of the failure is a programming issue with the electrical supply. In the simplest terms, the well appears to have been starting and stopping too quickly. As such, we will also be re-programming the drive and adding some additional fail-safe's in both the drive, and our communications programs.

## **Long Term Planning Considerations**

This well is vital to continuing operations and water production. We anticipate that this will extend the life of the asset an additional 10 years, standard for this type of equipment.



Office  
5810 East 77<sup>th</sup> Avenue  
Commerce City, CO 80022

T (303-755-1281)  
graniteconstruction.com

1/29/25

Castle Pines North Metropolitan District  
7404 Yorkshire Drive  
Castle Pines, CO 80108

Attn: Mr. Nathan Travis

Subj: A2 Repair & Install – Change Order Request

Dear Mr. Travis:

Change order request for replacement pump seal and installation.

- Inspect and repair pump
  - Load/Deliver pump to Casper, WY for inspection
  - Replacement seal HSB3BD
- Mobilize/Demobilize 50T pump rig for permanent installation
- Install permanent pumping equipment
- Perform startup

Total = \$129,300.00

This proposal is subject to the following attached terms and conditions. If acceptable, please sign below and the work will be scheduled. If you have any questions, please contact our office. Layne Christensen Company has appreciated this opportunity to be of service.

Sincerely,  
**LAYNE CHRISTENSEN COMPANY**

Nathan L. Anderson, Account Manager

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_



Office  
5810 East 77<sup>th</sup> Avenue  
Commerce City, CO 80022

T (303-755-1281)  
graniteconstruction.com

**LIABILITY OF CONTRACTOR:** Contractor shall not be liable for any bodily injury, death, or injury to or destruction of tangible property except, as the same may have been caused by the negligence of Contractor. In no event shall Contractor be liable for any delays or special, indirect, incidental or consequential damages. Purchaser agrees that the total limit of Contractor's liability (whether based on negligence, warranty, strict liability or otherwise) hereunder, shall not exceed the aggregate amount due Contractor for services rendered under this contract. All claims, including claims for negligence or any other cause whatsoever, shall be deemed waived unless made in writing and received by Contractor within one (1) year after Contractor's completion of work hereunder.

**INSURANCE:** Contractor shall provide worker's compensation insurance, public liability and property damage insurance covering its employees and operation. Purchaser, at its option, may maintain such insurance as will protect it against claims arising out of the work.

**TERMS:** Net 30 days from date of invoice. For extended projects, Contractor shall submit invoices on a monthly basis for any and all work completed, and materials or equipment provided during the previous month. Past due invoices shall be subject to a delinquency charge.

**MATERIAL SHORTAGES AND COST INCREASES:** If any portion of materials or equipment which Contractor is required to furnish becomes unavailable, either temporarily or permanently, through causes beyond the control and without the fault of Contractor, then in the case of temporary unavailability any completion time frames shall be extended for such period of time as Contractor shall be delayed by such above-described unavailability, and in the case of permanent unavailability Contractor shall be excused from the requirement of furnishing such materials or equipment. Purchaser agrees to pay Contractor any increase in cost between the cost of the materials or equipment, which become permanently unavailable and the cost of the closest substitute, which is then reasonably available.

**DELAYS:** If Contractor is delayed at any time in the progress of work by labor disputes, fire, unusual delays in transportation, unavoidable casualties, weather, or any cause beyond Contractor's reasonable control, then any completion time frames shall be extended by a reasonable period of time, at least equal to the period of delay.

**CHANGED CONDITIONS:**

- a. The discovery of any hazardous waste, substances, pollutants, contaminants, underground obstructions or utilities on or in the jobsite which were not brought to the attention of Contractor prior to the date of this contract will constitute a materially different site condition entitling Contractor, at its sole discretion to immediately terminate this contract without further liability.
- b. In the event adequate circulation cannot be properly maintained by Contractor for two (2) consecutive hours, the Client will be notified, and drilling operations will immediately revert to Contractor's negotiated hourly and material rates. After circulation has been adequately maintained, the drilling operation will revert back to the contracted footage rate. Should circulation be lost again, the hourly rate will start immediately at Contractor's negotiated hourly and material rates.
- c. In the event subsurface and/or geologic conditions slow the drilling rate below 5 feet per hour, the client will be notified, and drilling operations will revert to contractor's negotiated hourly and material rate. When the drilling rate moves above 5' per hour and is adequately maintained, the drilling operation will revert back to the footage rate.

**GUARANTEE AND LIABILITY:** Contractor warrants that its labor supplied hereunder shall be free from defect and shall conform to the standards of care in effect in its industry at the time of performance of such labor for a period of twelve (12) months after substantial completion of Contractor's work.

Contractor agrees, to the extent it is permitted, to pass on any warranties provided by the manufactures of materials and/or equipment furnished under this contract. Contractor itself provides no warranty, express, implied or otherwise, on any such materials or equipment. Contractor will not be responsible for; work done, material or equipment furnished, or repairs or alterations made by others.

For any breach hereunder, Contractor shall be liable only for the values of the installation work or, if it wrongfully fails to install, then its liability is limited to the difference between the contract price herein, and the value of other similar installation work. If Contractor's breach damages any materials or equipment furnished hereunder,





Contractor shall only be liable for the value of such materials or equipment. Under no circumstances will Contractor be liable for consequential, special or indirect damages, including without limitation, any crop loss or damage to other equipment, structures or property, nor for any other similar or dissimilar damages or losses whether due to delay, failure to furnish or install, delay in installation, defective material or equipment, defective workmanship, defective installation, delay in replacing, nor for any cause or breach whatsoever. In any event, Contractor's total liability towards Purchaser for alleged faulty performance or nonperformance under this contract shall be limited to the total contract price. No materials, equipment or services contracted herein carries any guarantee not mentioned in this contract. THE ABOVE WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY DISCLAIMED.

Water well rehabilitation or well repair may require the use of strong chemical agents and/or mechanical techniques that impart higher than normal stresses on the well. This is necessary to effectively repair the well casing or disperse and distribute the chemicals to breakdown any mineral build up, biofouling or encrustation. Layne will use standard industry practices available to repair or rehabilitate the well; however, it is possible due to poor construction practices, poor construction materials, pre-existing conditions, etc. that damage may occur. Impairment is very unlikely, and rarely occurs, but should such events such as gas production, increased sand production, reduced capacity, casing damage, surface subsidence, water quality changes or complete well failure occur, Layne Christensen will not be held liable for any damage due to these repair or rehabilitation processes.

**TITLE AND OWNERSHIP:** In case of default on Purchaser's part, Contractor shall have the right to enter the premises upon which any material or equipment furnished herein have been installed and retake such goods not then paid for and pursue any further remedy provided by law, including recovery of attorney's fees and any deficiency to the maximum extent and in the manner provided by law. Such materials and equipment shall retain their character as personal property of Contractor until Contractor receives payment in full, regardless of their mode of attachment. Unless prior specific written instructions are received to the contrary, surplus and replaced materials and equipment resulting from repair of installation work shall become the property of Contractor.

**DELIVERY:** Shipment schedules and dates, express or implied, are contingent on normal conditions. Contractor will not be responsible for any delays in shipment or completion caused by factors beyond its control such as, but not limited to, suppliers' failures, accidents, work stoppages or operation of or changes in the law. Shipments will be made as promptly as Contractor's ability to obtain materials and/or equipment and scheduling will permit. No delay in shipments or variances from shipping schedule shall be cause of cancellation or any claim for damage. Any changes in layout or design requested after acceptance of this contract will be made at Purchaser's additional cost. Any such change and/or time taken to supply engineering data or to approve drawings will automatically extend shipping schedules.

Equipment will be shipped "knocked down" to the extent Contractor considers necessary, with small parts stripped from equipment and crated. On and after delivery to the carrier for transportation to the Purchaser's site, Purchaser shall be responsible for all loss or damage to materials or equipment due to any cause, including but not limited to loss or damage resulting from casualty.

**INDEMNIFICATION:** Purchaser agrees to indemnify and hold Contractor, its directors, officers, stockholders, employees, agents and subcontractors, harmless from and against any and all claims, demands, causes of action (including third party claims, demands or causes of actions for contribution or indemnification), liability and costs (including attorneys' fees and other costs of defense) asserted and/or filed by Purchaser or any third party(ies), including without limitation Purchaser's employees, and arising out of or as a result of: (I) the presence of Contractor or its subcontractors at the job-site, (ii) the work performed by Contractor or its subcontractors, or (iii) any negligent act or omission of Purchaser, its employees, agents, consultants, or other contractors or any person or entity under Purchaser's control; except to the extent that such claims, demands, causes of action, liabilities or costs are caused by the negligence of Contractor or its subcontractors.

**INTERPRETATION:** This contract shall be governed by and construed in accordance with the laws of the state of the job-site location. In any term, provision or condition contained herein shall, to any extent, be invalid or unenforceable, pursuant to state law or otherwise, the remainder of the terms, provisions and conditions herein (or the application of such term, provision, or condition to persons or circumstances other than those in respect of which it is invalid or unenforceable) shall not be affected thereby, and each term, provision and condition of this contract shall be valid and enforceable to the fullest extent permitted by law.



**ASSIGNMENT AND SUBLETTING:** Purchaser shall not have the right to transfer or assign its rights and/or obligations under this contract to any third party, related or unrelated, without the express written consent of Contractor. Contractor shall have the right to transfer, assign or sublet all or any portion of its rights or obligations hereunder, but such transfer, assignment or subletting shall not relieve Contractor from its full obligations to Purchaser unless such transfer, assignment or subletting is pursuant to the sale of Contractor, or the division of Contractor responsible for this contract, to a third party.

**LOST CIRCULATION:** Contractor agrees to maintain its' equipment in good condition at all times and shall use reasonable means to prevent losses and maintain the integrity of the borehole. However, in the event adequate circulation cannot be properly maintained by Contractor for two (2) consecutive hours, the Client will be notified, and drilling operations will immediately revert to Contractor's currently published hourly rates. After circulation has been adequately maintained for one (1) consecutive hour, the drilling operation will revert back to the contracted footage rate. Should circulation be lost again, the hourly rate will start immediately at Contractor's currently published hourly rates. Client will be invoiced for all drilling fluids, additives, special equipment, tooling, or the like that is required to correct and/or maintain adequate circulation, at Contractor's cost plus 20%.

In the event that Contractor is required to drill through or encounters formations or conditions that result in stuck and/or broken drill pipe and tools, Contractor will make every effort to notify the Client and to remove the tooling for a period of 8 hours. During that time, all work will revert to the Contractor's currently published hourly rate. The Contractor will work in a reasonable and safe manner to remove the tooling for a period up to an additional 32 hours (40 hours total). If Contractor is not successful in removing the tooling at that point, Client may direct Contractor to proceed with the recovery effort. Otherwise, the tooling will be deemed as lost. If the tools are lost due to formation or geologic conditions, or due to uncontrollable lost circulation, or due to an inadequate water supply, and not due to Contractor's sole negligence, then the Client agrees to compensate Contractor for all work completed at the applicable contracted rates, for any special tooling and equipment mobilized to the jobsite for use or possible use in the recovery or conditioning process, and for the replacement value (at cost) of all tooling and equipment damaged and/or lost.

**WELL CONDITIONS and "FISHING":** Purchaser having custody and control of the well and superior knowledge of the conditions in and surrounding it, shall provide Contractor with all necessary information to enable Contractor to perform its services safely and efficiently. Contractor's services are designed to operate under conditions normally encountered in the well bore; however, if hazardous or unusual conditions exist, Purchaser shall notify Contractor in advance and make special arrangements for servicing such wells.

In the event any of Contractor's and/or Contractor's subcontractors tooling are lost or lodged in a well, the Purchaser shall recover them without cost to Contractor and/or Contractor's subcontractor or shall pay the full replacement value. In the event any wireline cable is lost or damaged in the well or during a recovery effort, Purchaser shall pay the full replacement cost of a winch spool of cable. Contractor has certain "fishing" tools available on a rental basis as needed. In case it is necessary for the Purchaser to "fish" for any of Contractor's/Contractor's subcontractor downhole equipment, Purchaser assumes the entire responsibility for such operation, but Contractor will, if so desired by Purchaser, without any responsibility or liability on Contractor's part, render assistance in an advisory capacity for the recovery of such equipment and instruments. None of Contractor's employees is authorized to do anything other than advise and consult with Purchaser in connection with such "fishing" operations, and Contractor shall not be liable or responsible for any damage that City may incur or sustain through its use of any "fishing" tools furnished by Contractor or by reason of such advice or assistance rendered by Contractor's agents or employees, irrespective of cause.

**MISCELLANEOUS:** The terms and conditions set forth herein constitute the entire understanding of the parties relating to the work to be performed, and materials and equipment to be provided, by Contractor for the Purchaser. All previous proposals offers and other communications relative to the provisions of the subject work, oral or written, are hereby superseded, except to the extent that they have been expressly incorporated herein. Any modifications or revisions of any provisions herein or any additional provisions contained in any purchase order, acknowledgement, or other form of the Purchaser are hereby expressly objected to by Contractor and shall not operate to modify this contract. This contract shall take effect upon acceptance and execution by both parties.

**CASTLE PINES NORTH METROPOLITAN DISTRICT  
DOUGLAS COUNTY, COLORADO**

Resolution No. 2025-01- \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS TO AMEND THE DISTRICT'S  
RULES AND REGULATIONS**

**Recitals**

A. The Castle Pines North Metropolitan District (the “**District**”) was organized as a special district pursuant to an Order of the District Court in and for Douglas County, Colorado; and

B. The District is authorized by C.R.S. § 32-1-1001(1)(m) to adopt rules and regulations for the management, control and operations of its water and sanitary sewer system; and

C. The District adopted Rules and Regulations dated October 15, 2015 (the “Rules and Regulations”) subject to later amendments; and

D. It is the policy of the District's Board of Directors that "*growth and development within the District's boundaries, or areas to be included within the District's boundaries, must pay for itself.*" See, Rules and Regulations, Section 1.2 Policy. The future health, safety and welfare of the District and its residents will likely depend on acquiring renewable water resources.

NOW THEREFORE, the District Board has adopted this Resolution to amend the Rules and Regulations and it is RESOLVED as follows.

I. Paragraph 2.6.1 is added to Article 2, Definitions stating:

2.6.1 *Comprehensive Water Report*: An expert report containing all of the information required by Section 3.11 and any other information required by the District's legal counsel, Engineer or Manager.

II. Paragraph 6.3 is amended to add the following sentence:

All property **not currently receiving District service and** seeking to include into the District Boundary must provide a Comprehensive Water Report of water resources and demonstrate ownership of, and legal right to convey to the District renewable water, as determined in the sole discretion of the District. The Comprehensive Water Report shall demonstrate that the renewable water resources identified are sufficient to serve the inclusion property without detriment to the District's existing water supply or financial resources. **The Comprehensive Water Report shall further demonstrate that the inclusion property will be fully served by renewable water, as determined in the sole discretion of the District.**

III. Paragraph 7.3.3 is amended by deleting subparagraph 10 and replacing it with the following:

10. "Other water rights associated with the property" required by subparagraph 5 shall include sufficient renewable water resources to serve the inclusion property as

determined by the District in its sole discretion upon review of the water demand study required by subparagraph 9.

- 11. Any additional information required by the District.
- IV. These amendments take precedence over any inconsistent or ambiguous provisions of the Rules and Regulations concerning the same subject matter.
- V. The amendments shall be incorporated into the Rules and Regulations and the cover page shall indicate that the Rules and Regulations were adopted and amended by this Resolution effective immediately upon adoption.

ADOPTED AND APPROVED THIS 24<sup>th</sup> DAY of MARCH, 2025.


CASTLE PINES NORTH METROPOLITAN DISTRICT

By: \_\_\_\_\_  
President / Chair

ATTEST:

By: \_\_\_\_\_  
Secretary

Approved as to Form:

By:  \_\_\_\_\_  
Kim J. Seter, Atty No. 14294

**CERTIFICATION**

I, Nathan Travis, Manager of the Castle Pines North Metropolitan District, do hereby certify that the attached and foregoing Resolution is a true copy from the records of the proceedings of the Board of said District, on file with Seter & Vander Wall, P.C., legal counsel to the District.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the District, at Douglas County, Colorado, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Secretary / Assistant Secretary

[ S E A L ]