**CASTLEWOOD RANCH METROPOLITAN DISTRICT**

141 Union Boulevard, Suite 150

Lakewood, Colorado 80228-1898

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***NOTICE OF A SPECIAL MEETING AND AGENDA***

Board of Directors: Office: Term/Expiration:

Richard M. Levin President 2022/2022

Caryn Johnson Assistant Secretary 2022/2022

Steven G. Peterson Assistant Secretary 2020/2020

***VACANT*** 2020/2020

***VACANT*** 2020/2020

***DATE: November 14, 2019 (Thursday)***

TIME: 6:30 P.M.

PLACE: Philip S. Miller Library

100 South Wilcox Street

Castle Rock, Colorado

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda; confirm location of the meeting and posting of meeting notices.

C. Review and approve minutes of the June 13, 2019 Special Meeting (enclosure).

D. Acknowledge the resignation of Maxwell Brookes, effective October 10, 2019 (***enclosure***).

E. Consider 2020 Meeting dates for June \_\_\_\_\_\_ and October or November \_\_\_\_\_\_, 2020, to be held at the Philip S. Miller Library, 100 South Wilcox Street, Castle Rock, at 6:30 p.m. Consider adoption of Resolution No. 2019-11-\_\_\_; Resolution Establishing 2020 Regular Meeting Dates, Time and Location, Establishing a District Website and Designating Location for Posting of 24-Hour Notices (enclosure).

F. Discuss §32-1-809, C.R.S. – Transparency Notice reporting requirements and mode of eligible elector notification (last year the District posted the required information to the SDA website and the HOA website).

II. FINANCIAL MATTERS

A. Review and ratify approval of the payment of claims as follows (enclosures):

|  |  |  |  |
| --- | --- | --- | --- |
|  | Period Ending  July 16, 2019 | Period Ending  August 22, 2019 | Period Ending  Sept. 19, 2019 |
| General Fund | $ 4,023.70 | $ 5,237.07 | $ 2,419.29 |
| Debt Service Fund | $ -0- | $ -0- | $ -0- |
| Capital Fund | $ -0- | $ -0- | $ -0- |
| **Total** | **$ 4,023.70** | **$ 5,237.07** | **$ 2,419.29** |
|  | Period Ending  Oct. 15, 2019 |
| General Fund | $ 2,176.20 |
| Debt Service Fund | $ -0- |
| Capital Fund | $ -0- |
| **Total** | **$ 2,176.20** |

B. Review and approve payment of claims through the period ending November 14, 2019, as follows (to be distributed).

General Fund: $

Debt Service Fund:

Capital Projects Fund:

Total: $

C. Review and accept unaudited financial statements through the period ending October 31, 2019 (enclosure).

D. Consider proposal of Stratagem PC to perform 2019 Audit for an amount not to exceed $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (to be distributed).

E. Report on receipt of quarterly lift station operations and maintenance subsidy payments per terms of the Amended and Reinstated Castlewood Ranch Collection Agreement between the Town of Castle Rock, Castlewood Ranch LLC, and the District (to be distributed).

F. Acknowledge receipt of 2020 Annual Notice Concerning Budgets (enclosure).

G. Conduct Public Hearing to consider Amendment to 2019 Budget and (if necessary) consider adoption of Resolution No. 2019-11-02, Resolution to Amend the 2019 Budget and Appropriate Expenditures (to be distributed).

H. Conduct Public Hearing on the proposed 2020 Budget and consider adoption of Resolutions to Adopt the 2020 Budget and Appropriate Sums of Money and to Set Mill Levies (for General Fund \_\_\_\_\_\_\_\_ and Debt Service Fund \_\_\_\_\_\_\_\_, for a total mill levy of \_\_\_\_\_\_\_\_ ) (enclosures – Preliminary Assessed Valuation, Draft 2020 Budget, and Resolutions).

I. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

III. LEGAL MATTERS

A. Discuss negotiation efforts with Bella Mesa property owner for perpetual open space designation of certain property within Bella Mesa and the creation of a system for District residents to gain access permits.

B. Consider adoption of Resolution No. 2019-11-\_\_; Resolution Calling a Regular Election for Directors on May 5, 2020, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (to be distributed). Self-Nomination forms are due by February 28, 2020. Discuss the need for ballot issues and/or questions.

IV. CAPITAL IMPROVEMENTS/MAINTENANCE MATTERS

A.

V. OTHER BUSINESS

A.

VI. ADJOURNMENT ***THERE ARE NO ADDITIONAL MEETINGS SCHEDULED FOR 2019.***