

CASTLEWOOD RANCH METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
Fax: 303-987-2032

May 22, 2013

Douglas County Clerk and Recorder
301 Wilcox
Castle Rock, CO 80104

VIA E-MAIL: recording@douglas.co.us

Town of Castle Rock
City Clerk and Recorder
100 N. Wilcox Street
Castle Rock, CO 80104

VIA FACSIMILE: 303-660-1024

Re: Castlewood Ranch Metropolitan District

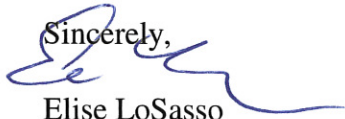
Dear Clerk:

Enclosed is a Notice of Special Meeting for the above-referenced District. Please post said Notice on the Public Bulletin Board in your office. This Notice does not replace the Notice of Regular Meetings previously posted in your office. This Notice shall remain posted until May 29, 2013.

Please acknowledge receipt of this Notice by executing this letter below and returning it via facsimile to 303-987-2032.

Thank you for your assistance in this matter. If you have any questions, please contact me.

Sincerely,



Elise LoSasso
Assistant to Lisa A. Jacoby
District Manager

Attachment

cc: McGeady Sisneros, P.C. - Craig Sorensen

The above referenced Notice was received by me this ____ day of May, 2013, and will be posted as requested.

Douglas County Clerk and Recorder

By: _____

PUBLIC NOTICE OF SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE
CASTLEWOOD RANCH METROPOLITAN DISTRICT

PUBLIC NOTICE is hereby given that a special meeting of the Board of Directors of the Castlewood Ranch Metropolitan District, of the County of Douglas, State of Colorado, shall be held on Tuesday, May 28, 2013 at 7:00 p.m., at Flagstone Elementary School, 104 Lovington Street, Castle Rock, Colorado. At such meeting, the Board shall conduct the regular business of the District and other business which may come before the Board. All meetings are open to the public.

IN WITNESS WHEREOF, this notice is given and duly posted pursuant to statute this 22 day of May, 2013.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

By /s/ Lisa A. Jacoby
Secretary

PUBLIC NOTICE OF 2013 REGULAR MEETINGS OF THE
BOARD OF DIRECTORS OF THE
CASTLEWOOD RANCH METROPOLITAN DISTRICT

PUBLIC NOTICE is hereby given that the regular meeting of the Board of Directors of the Castlewood Ranch Metropolitan District, of Douglas County, State of Colorado, shall be held on June 4, 2013 and November 12, 2013 at 7:00 p.m. at Flagstone Elementary School, 104 Lovington Street, Castle Rock, 80104. At such meetings, the Board shall conduct the regular business of the District and other business which may come before the Board. All meetings shall be open to the public.

IN WITNESS WHEREOF, this notice is given and duly posted pursuant to statute this ____ day of May, 2013.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

By /s/ Richard M. Levin
President

CASTLEWOOD RANCH METROPOLITAN DISTRICT

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Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
Fax: 303-987-2032

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Richard M. Levin	President	2014/2014
Maxwell Brooks	Treasurer	2016/2016
Jeffrey J. Cannella	Assistant Secretary	2016/2016
David Matsalla	Assistant Secretary	2014/2014
VACANT	Assistant Secretary	2016/2016
Lisa A. Jacoby	Secretary	

DATE: **May 28, 2013**

TIME: 7:00 P.M.

PLACE: Flagstone Elementary School
 104 Lovington Street
 Castle Rock, Colorado 80104

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda and Confirm Location of Meeting.

C. Discuss Board vacancy. Consider appointment of qualified individual to serve on the Board of Directors, if any.

D. Review and approve minutes of the November 13, 2012 Regular Meeting (enclosure).

E. Review and approve Resolution No. 2013-05-01 regarding 24-hour posting place (enclosure).

II. FINANCIAL MATTERS

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

	Period Ending December 12, 2012	Period Ending January 23, 2013	Period Ending February 13, 2013
General Fund	\$ 8,238.79	\$ 4,978.60	\$ 1,454.60
Debt Service Fund	\$ -0-	\$ 150.00	\$ -0-
Total	\$ 8,238.79	\$ 5,128.60	\$ 1,454.60

	Period Ending March 18, 2013	Period Ending April 11, 2013
General Fund	\$ 1,453.50	\$ 2,521.55
Debt Service Fund	\$ -0-	\$ -0-
Total	\$ 1,453.50	\$ 2,521.55

- B. Review and approve payment of claims through the period ending May 28, 2013, as follows: (enclosure)

General Fund:	\$	2,388.31
Debt Service Fund:	\$	-0-
Total:	\$	<u>2,388.31</u>

- C. Review and accept unaudited financial statements through the period ending April 30, 2013 (to be distributed at the meeting).

- D. Consider approval of 2012 Audit (enclosure draft audit) and authorize execution of Representations Letter (to be distributed at the meeting).

- E. Discuss and consider appointment of District Accountant to prepare the 2014 Budget. Set date for public hearing to adopt the 2014 Budget (Proposed date is November 12, 2013 at 7:00 p.m. at Flagstone Elementary).

- F. 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 (enclosure).

III. LEGAL MATTERS

- A. Ratify approval for Town of Castle Rock Fire Department to cross District property for the purpose of performing training exercises (enclosures).

- B. Discuss the following items:
 - 1. Status of discussions related to tract conveyance and maintenance obligations.

 - a. Discuss status of approval by the Castlewood Ranch Master Association of Amended and Restated Tract Maintenance and License Agreement between the District and the Castlewood Ranch Master Association (enclosures – draft Agreement and Tract Ownership chart).

- C. Discuss status of quinquennial review by Town of Castle Rock (enclosure – draft Application for Quinquennial Finding of Reasonable Diligence).

IV. CAPITAL IMPROVEMENTS/MAINTENANCE MATTERS

- A. Discuss status of District detention pond maintenance.

- B. Discuss status of and process for installation of trail and crossings at Mikelson Boulevard and Bonner Street.

- C. Discuss and consider proposal for tree removal in open space areas (to be distributed at the meeting).

V. OTHER BUSINESS

- A. Consider sending Board member(s) to the 2013 SDA Annual Conference in Keystone on September 18, 19, and 20, 2013.
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VI. ADJOURNMENT *THE NEXT REGULAR MEETING IS SCHEDULED FOR
NOVEMBER 12, 2013*