

VILLAGES AT CASTLE ROCK METROPOLITAN DISTRICT NO. 7

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

October 28, 2016

Douglas County Clerk and Recorder
301 Wilcox
PO Box 1360
Castle Rock, CO 80104

VIA EMAIL: recording@douglas.co.us

Re: Villages at Castle Rock Metropolitan District No. 7

Dear Clerk:

Attached 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. This Notice shall remain posted until November 4, 2016.

Please acknowledge receipt of this Notice by executing this letter below and returning it via e-mail to agorton@sdmsi.com.

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

Sincerely,

Ashley Gorton
Assistant to Lisa A. Jacoby
District Manager

Attachment

cc: Brian Magoon, Esq.
Town of Castle Rock - TownClerk@CRgov.com

The above referenced Notice was received by me this day 28th of October, 2016, and will be posted as requested.

Douglas County Clerk and Recorder

By: _____

PUBLIC NOTICE OF SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE
VILLAGES AT CASTLE ROCK METROPOLITAN DISTRICT NO. 7

PUBLIC NOTICE is hereby given that a special meeting of the Board of Directors of the Villages at Castle Rock Metropolitan District No. 7, of Douglas County, State of Colorado, shall be held on Thursday, November 3, 2016 at 5:30 p.m. at the Philip S. Miller Library, 100 S. Wilcox 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 shall be open to the public.

IN WITNESS WHEREOF, this notice is given and duly posted pursuant to statute this 28th day of October, 2016.

VILLAGES AT CASTLE ROCK
METROPOLITAN DISTRICT NO. 7

By /s/ Lisa A. Jacoby
Secretary to the Board

VILLAGES AT CASTLE ROCK METROPOLITAN DISTRICT NO. 7

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 • 800-741-3254
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NOTICE OF SPECIAL MEETING AND AGENDA

Board of Directors:
Michael Johaneson
George "Dennis" Carnahan
James Robertson
Merrill "Jay" Jacobson
Cynthia "Cindy" Thomas
Lisa A. Jacoby

Office:
President
Treasurer
Assistant Secretary
Assistant Secretary
Assistant Secretary
Secretary

Term/Expires:
2020/May 2020
2020/May 2020
2020/May 2020
2018/May 2018
2018/May 2018
2018/May 2018

DATE: **November 3, 2016**

TIME: **5:30 P.M.**

PLACE: Philip S. Miller Library
100 South Wilcox Street
Castle Rock, Colorado

I. ADMINISTRATIVE MATTERS

- A. Approve Agenda.
- B. Review and approve Minutes of the June 6, 2016 Regular Meeting (enclosure).
- C. Consider scheduling 2017 regular meeting dates for June _____ and November _____, 2017, at 5:30 or 6:00 p.m. at the Philip S. Miller Library; 100 South Wilcox Street, Castle Rock, Colorado. Approve Resolution No. 2016-11-____; Resolution Establishing Regular Meeting Dates, Times and Location, and Designating Locations for Posting of 72 Hour and 24 Hour Notices (enclosure).
- D. Discuss §32-1-809, C.R.S. - Transparency Notice reporting requirements and mode of eligible elector notification (last year posted on Special District Association website and mailed to homeowners on District letterhead with approved Budget).
- E. Discuss Special District Management Services, Inc. 2017 Rate Increase (enclosure).

II. OPERATIONS AND MAINTENANCE MATTERS

- A. Report on landscape and irrigation maintenance by Douglas County Maintenance & Repair LLC (Ben Olson to present).
 1. Report on status of plant replacements on medians pursuant to August 13, 2015 proposal in the amount of \$3,865.00 (enclosure).
 2. Report on status of Large Tree Trimming pursuant to September 15, 2015 proposal in the amount of \$1,800 (enclosure).
 3. Ratify approval of landscape improvements pursuant to proposal dated June 17, 2016 in the amount of \$ _____ (enclosure).
- B. Discuss status of the Firewise Project / Community Wildfire Protection Plan.

III. FINANCIAL MATTERS

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

	Period Ending July 22, 2016	Period Ending Aug. 19, 2016	Period Ending Sept. 19, 2016
General Fund	\$ 7,316.50	\$ 10,569.31	\$ 19,358.06
Total Claims	\$ 7,316.50	\$ 10,569.31	\$ 19,358.06

- B. Review and consider approval of the payment of claims for the period ending as follows (enclosure):

	Period Ending Nov. 3, 2016
General Fund	\$ 2,975.82
Total Claims	\$ 2,975.82

- C. Review and accept unaudited financial statements for the period ending August 31, 2016 (enclosure).
- D. Conduct public hearing (if necessary) to consider Amendment to the 2016 Budget. Consider adoption of Resolution to Amend the 2016 Budget and Appropriate Expenditures.
- E. Conduct Public Hearing on the proposed 2017 Budget and consider adoption of Resolutions to Adopt the 2017 Budget and Appropriate Sums of Money and to Set Mill Levies (for General Fund _____, Debt Service Fund _____, for a total mill levy of _____) (enclosures – preliminary assessed valuation, draft Budget, and Resolutions).
- F. 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.
- G. Consider engagement of L. Paul Goedecke, P.C. to perform the 2016 Audit for an amount not-to-exceed \$ _____ (to be distributed).

IV. LEGAL MATTERS

- A. Discuss insurance renewal, insurance schedules, and statutory requirement for Position Schedule Bond.
- B. Consider approval of Resolution No. 2016-11-__ setting the 2017 rate for District System Development Fees (enclosure). Discuss remaining System Development Fees to be collected (enclosure).
- C. Consider approval of the Resolution No. 2016-11-__ Authorizing Expenditures up to \$ _____ for 2017 (enclosure).

V. OTHER MATTERS

VI. ADJOURNMENT

THERE ARE NO MORE REGULAR MEETINGS SCHEDULED IN 2016.