

CASTLEWOOD RANCH METROPOLITAN DISTRICT

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

November 9, 2016

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 November 17, 2016.

Please acknowledge receipt of this Notice by executing this letter below and returning it via facsimile to 303-987-2032, or by email 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: McGeady Becher P.C. – Emilee Hansen

The above referenced Notice was received by me this ____ day of November, 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
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 Wednesday, November 16, 2016 at 6:30 p.m., at 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 are open to the public.

IN WITNESS WHEREOF, this notice is given and duly posted pursuant to statute this ____ day of November, 2016.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

By /s/ Lisa A. Jacoby
Secretary

CASTLEWOOD RANCH METROPOLITAN DISTRICT

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NOTICE OF A SPECIAL MEETING AND AGENDA

Board of Directors:

Richard M. Levin
Maxwell Brooks
Jeffrey J. Cannella
Caryn Johnson
VACANT
Lisa A. Jacoby

Office:
President
Treasurer
Assistant Secretary
Assistant Secretary

Secretary

Term/Expiration:

2018/2018
2020/2020
2020/2020
2018/2018
2016/2018

DATE: *Wednesday, November 16, 2016*

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 and Confirm Location of Meeting.
- C. Review and approve minutes of the September 1, 2016 Special Meeting (enclosure).
- D. Consider adoption of Resolution No. 2016-11-01; Resolution Establishing 2017 Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices (enclosure). Suggested Meeting dates are Tuesday, June 6, 2017 and Tuesday, November 7, 2017 at 7:00 p.m., at Philip S. Miller Library, 100 South Wilcox Street, Castle Rock, Colorado.
- E. 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).
- E. Discuss insurance renewal, insurance schedule, and statutory requirement for Position Scheduled Bond.

II. FINANCIAL MATTERS

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

	Period Ending July 18, 2016	Period Ending August 18, 2016	Period Ending September 21, 2016
General Fund	\$ 7,518.03	\$ 5,287.82	\$ 6,068.22
Debt Service Fund	\$	\$	\$ 117,551.08
Capital Fund	\$	\$	\$
Total	\$ 7,518.03	\$ 5,287.82	\$ 123,620.02

	Period Ending October 20, 2016
General Fund	\$ 4,048.53
Debt Service Fund	\$ 6,262.90
Capital Fund	\$
Total	\$ 10,311.43

- B. Review and consider approval of payment of claims for the period ending November 16, 2016, as follows (to be distributed):

General Fund:	\$
Debt Service Fund:	\$
Capital Fund	\$ _____
Total:	\$ _____
- C. Review and accept unaudited financial statements through the period ending September 30, 2016 (enclosure).
- D. Consider engagement of L. Paul Goedecke, P.C. to perform 2016 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 (enclosure).
- F. Discuss and consider one time waiver of Infrastructure Development Fee and Facilities Development Fee for Adamo Homes as a result of no sewer stub-out being installed at 250 Calhoun Circle (enclosure).
- G. Acknowledge receipt of 2016 Annual Notice Concerning Budgets (enclosure).
- H. Conduct Public Hearing (if necessary) to consider Amendment to 2016 Budget. Consider adoption of Resolution to Amend the 2016 Budget and Appropriate Expenditures.
- I. Conduct Public Hearing on the proposed 2017 Budget and consider adoption of Resolutions to Adopt the 2017 Budget and Appropriate Sums of Money and Set Mill Levies (for General Fund _____ and Debt Service Fund _____, for a total mill levy of _____) (enclosures – preliminary assessed valuation, draft 2017 Budget, and Resolutions).
- J. 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

IV. CAPITAL IMPROVEMENTS/MAINTENANCE MATTERS

- A. Consider approval of Fence proposal for Tract M property line (enclosure).
- B. Discuss status of Bella Mesa development and proposed site for a District monument.
- C. Discuss status of Lost Canyon Ranch and its Open Space designation.

V. OTHER BUSINESS

VI. ADJOURNMENT

**THERE ARE NO MORE REGULAR MEETINGS
SCHEDULED FOR 2016.**

Informational Enclosures:

- McGeedy Becher P.C. – Rate Increase Memorandum
- SDMS, Inc. – 2017 Rate Increase Memorandum