

Ravenna Metropolitan District

December 8, 2016

**VIA FACSIMILE #
303-688-3060**

County Clerk and Recorder's Office
Douglas County
301 Wilcox Street, First Floor
Castle Rock, CO 80104

RE: Ravenna Metropolitan District

Dear Sir or Madam:

Please find enclosed a Notice of a Special Meeting of the Boards of Directors for Ravenna Metropolitan District, to be held Tuesday, December 13, 2016. Please post on your bulletin board.

Thank you in advance for your attention to this matter. Please let us know of any questions.

Sincerely,

Rachel Provolt
District Administrator

Attachment

1627 E. 18th Street
Loveland, Colorado 80538
Phone: (970) 669-3611

**NOTICE OF SPECIAL MEETING
RAVENNA METROPOLITAN DISTRICT**

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Directors of the Ravenna Metropolitan District, Douglas County, Colorado, has been scheduled for, Tuesday, December 13, 2016 at 6:30 p.m., at The Sales Center, 11118 Caretaker Road, Littleton, CO. At such meeting, the Board shall conduct the regular business of the District and any other business which may come before the Board. All meetings are open to the public. The Board reserves the right to adjourn to an executive session to discuss items allowed under C.R.S. 24-6-402(4).

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
John Fredericks	President	May 2020
Bill Airy	Secretary/Treasurer	May 2018
Pat Vellone	Assistant Secretary	May 2020
Mike Drawe	Assistant Secretary	May 2018
VACANT		May 2018

I. ADMINISTRATIVE ITEMS

- A. Call to Order.
- B. Declaration of Quorum.
- C. Approval of Agenda.
- D. Consider Approval of Minutes
- E. Public Comment on Non-Agenda Items.

II. FINANCIAL ITEMS

- A. Consider Ratification of Claims Presented for Payment
- B. Financial Report
- C. Consider Adoption of 2017 Budget, Approval of Resolution to Adopt Budget, Appropriate Sums of Money, and Certification of Mill Levy
- D. Update of 2017 Bonds.

III. DISTRICT MANAGEMENT

IV. LEGAL ITEMS

- A. EXECUTIVE SESSION: (If Necessary)

V. ITEMS FROM DIRECTORS

VI. ADJOURNMENT

Should an individual require accommodation in order to participate at the meeting, the District requests that the individual contact the District's office in advance of the public meeting to provide notice of the requested accommodation.

RAVENNA METROPOLITAN DISTRICT

By /s/Rachel Provolt
Administrator for the District