

## 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

April 6, 2017

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

VIA EMAIL: [recording@douglas.co.us](mailto: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 April 14, 2017.

Please acknowledge receipt of this Notice by executing this letter below and returning it via e-mail to [agorton@sdmsi.com](mailto: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](mailto:TownClerk@CRgov.com)

The above referenced Notice was received by me this day \_\_\_\_ of April, 2017, 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, April 13, 2017 at 4:00 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 \_\_\_\_ day of April, 2017.

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**

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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

**DATE:** April 13, 2017

**TIME:** **4:00 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 November 3, 2016 Special Meeting (enclosure).
- C. Discuss and consider authorizing interested Board member(s) (and guest) to attend the 2017 SDA Conference in Keystone on September 13, 14 & 15, 2017.
- D. Community comments.

**II. OPERATIONS AND MAINTENANCE MATTERS**

- A. Report on landscape and irrigation maintenance by Douglas County Maintenance & Repair LLC (Ben Olson to present).
  - 1. Discuss and consider findings and plan for landscape improvements pursuant of walkthrough with Directors' Robertson and Thomas and Ben Olson.
    - a. Consider approval of proposal for planting of front entry flowers (to be distributed).
    - b. Consider approval of proposal for large tree trimming (to be distributed).
    - c. Consider approval of proposal to add mulch and rock to medians (to be distributed).
- 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 Nov. 30, 2016	Period Ending Dec. 16, 2016	Period Ending Jan. 20, 2017	Period Ending March 17, 2017
General Fund	\$ 4,928.92	\$ 7,471.56	\$ 844.57	\$ 3,210.42
Total Claims	\$ 4,928.92	\$ 7,471.56	\$ 844.57	\$ 3,210.42

- B. Review and accept unaudited financial statements for the period ending December 31, 2016 (enclosure).
- C. Discuss the status of the 2016 Audit.
- D. Consider appointment of District Accountant to prepare the 2018 Budget and set date for a Public Hearing to adopt the 2018 Budget for November 16, 2017.

**IV. LEGAL MATTERS**

**V. OTHER MATTERS**

**VI. ADJOURNMENT**

**THE NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 8, 2017**