

CASTLEWOOD RANCH METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
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<https://castlewoodranchmd.colorado.gov/>

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Caryn Johnson	President	2025/May 2025
Steven G. Peterson	Treasurer	2027/May 2027
Michael Miller	Assistant Secretary	2025/May 2025
David Mulay	Assistant Secretary	2027/May 2027
Max Brooks	Assistant Secretary	2027/May 2027

DATE: Thursday, November 14, 2024

TIME: 6:00 P.M.

PLACE: Philip S. Miller Library
100 South Wilcox Street
Castle Rock, Colorado 80104

-AND VIA VIDEO/TELECONFERENCE-

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Meeting ID: 546 911 9353

Passcode: 912873

Dial In: 1-719-359-4580

** Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

I. PUBLIC COMMENTS

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person.
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II. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.
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- B. Confirm quorum, location of the meeting and posting of meeting notices. Approve Agenda.
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- C. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates (suggested dates are July 17, 2025 and November 13, 2025 at 6:00 p.m.) and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

- D. Authorize renewal of the District’s insurance and Special District Association (“SDA”) membership for 2025.

- E. Discuss website accessibility matters.

- F. Review and consider approval of minutes from the July 18, 2024 Regular Meeting (enclosure).

IV. FINANCIAL MATTERS

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

Fund	Period ending Jul. 31, 2024	Period ending Aug. 31, 2024	Period ending Sept. 30, 2024	Period ending Oct. 31, 2024
General	\$ 2,542.75	\$ 12,397.42	\$ 5,961.10	\$ 2,336.20
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 2,542.75	\$ 12,397.42	\$ 5,961.10	\$ 2,336.20

- B. Review and accept unaudited financial statements, and schedule of cash position (enclosure).

- C. Consider engagement of Auditor for preparation of 2024 Audit (to be distributed).

- D. Conduct Public Hearing to consider Amendment of 2024 Budget. Consider adoption of Resolution to Amend the 2024 Budget and Appropriate Expenditures.

- E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money, and Resolution to Set Mill Levies. (enclosures – preliminary AV, draft 2025 Budget, and Resolutions).

- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- G. Consider appointment of the District Accountant to prepare the 2026 Budget and set the date for a Public Hearing to adopt the 2026 Budget for November 13, 2025, at 6:00 p.m.
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V. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution Calling Election for Directors, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination Forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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- B. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (Transparency Notice).
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- C. Discuss need for Intergovernmental Agreement Regarding Mikelson Boulevard Landscaping, Sidewalk and Median Maintenance by and between the District and Bella Mesa Metropolitan District.
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- D. Discuss status of round-about.
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- E. Discuss status of Bella Mesa Monument Sign; authorize all necessary actions.
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- F. Ratify approval of Service Agreement for Electrical Services between the District and Parker Electric, Inc.
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VI. OTHER MATTERS

- A. Discuss landscape maintenance and consider authorizing any actions necessary therewith (enclosures).
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VII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.**

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.