

CASTLEWOOD RANCH METROPOLITAN DISTRICT

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

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Caryn Johnson	President	2022/2022
Steven G. Peterson	Treasurer	2022/2022
Ann T. Weaver	Assistant Secretary	2023/2023
<i>VACANT</i>		2023/2022
<i>VACANT</i>		2023/2022

DATE: June 3, 2021 (Thursday)

TIME: 6:30 P.M.

PLACE: **VIA Conference Call**

DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS DISTRICT BOARD MEETING WILL BE HELD BY CONFERENCE CALL WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON. IF YOU WOULD LIKE TO ATTEND THIS MEETING, PLEASE CALL IN TO THE CONFERENCE BRIDGE AT 1-877-250-3814 AND WHEN PROMPTED, DIAL IN THE PASSCODE OF 5592663.

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda, confirm location of the meeting and posting of meeting notice and designate 24-hour posting location.

C. Consider appointment of Maxwell Brooks to fill a vacancy on the Board of Directors. Administer Oath of Office.

D. Consider appointment of Officers:

President _____

Treasurer _____

Secretary _____

Asst. Secretary _____

Asst. Secretary _____

- E. Review and approve minutes of the November 5, 2020 Special Meeting (enclosure).
-

- F. Consider authorizing interested Board Members to attend the 2021 Special District Association’s Annual Conference in Keystone on September 14, 15 and 16, 2021.
-

II. PUBLIC COMMENTS

- A. _____

III. FINANCIAL MATTERS

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

	Period Ending Nov. 12, 2020	Period Ending Dec. 15, 2020	Period Ending Jan. 19, 2021	Period Ending Feb. 17, 2021
General Fund	\$ 11,576.75	\$ 3,560.15	\$ 2,987.04	\$ 1,765.15
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Fund	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 11,576.75	\$ 3,560.15	\$ 2,987.04	\$ 1,765.15

	Period Ending March 25, 2021	Period Ending April 21, 2021	Period Ending May 21, 2021
General Fund	\$ 1,666.91	\$ 1,764.69	\$ 1,230.38
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-
Capital Fund	\$ -0-	\$ -0-	\$ -0-
Total	\$ 1,666.91	\$ 1,764.69	\$ 1,230.38

- B. Review and accept unaudited financial statements through the period ending March 31, 2021 (enclosure).
-

- C. Review and consider approval of 2020 (draft audit – enclosed) Audit and authorize execution of Representations Letter (to be distributed).
-

- D. Discuss 2021 Debt Option Redemption Amount (to be distributed).
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- 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).
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IV. LEGAL MATTERS

- A. Review and consider Second Amendment to Resolution No. 2013-11-04 Regarding Colorado Open Records Act Requests (enclosure).
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V. CAPITAL IMPROVEMENTS/MAINTENANCE MATTERS

- A. Report on 2020 Detention Pond Maintenance (enclosure).
-

VI. OTHER BUSINESS

- A. Discuss Rim Property.
-

VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
NOVEMBER 4, 2021 AT 6:30 P.M. – BUDGET HEARING**

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CASTLEWOOD RANCH METROPOLITAN DISTRICT HELD NOVEMBER 5, 2020

A Special Meeting of the Board of Directors of the Castlewood Ranch Metropolitan District was duly held on Thursday, the 5th day of November, 2020, at 6:30 p.m. The meeting was open to the public.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, this meeting was held via teleconference.

Directors In Attendance Were:

Caryn Johnson
Ann T. Weaver

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, Director Johnson was appointed Acting President for the purposes of this meeting only.

Also In Attendance Were the Following Consultants:

David Solin; Special District Management Services, Inc.

Paula Williams, Esq.; McGeady Becher P.C.

Kimberley Johannis; Simmons & Wheeler, P.C.

Greg Livin; Wipfli LLP (for a portion of the meeting)

Steven Peterson; Resident

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Solin noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. No additional conflict disclosures were made at the meeting.

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda: The Board reviewed for approval a proposed Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Agenda was approved, as amended.

Approval of Meeting Location: The Board entered into discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board determined that due to concerns regarding the spread of COVID-19 and the benefit to the control of the virus by limiting in-person contact, this District Board meeting was held via teleconference. The Board noted that notice of this meeting and teleconference was duly posted and the Board had not received any objections to the teleconference meeting or any requests that the meeting be changed by taxpaying electors within the District's boundaries. Due to COVID-19, meetings will be held via teleconference until determined otherwise.

Resignation of Director: The Board acknowledged the resignation of Director Richard Levin, effective September 29, 2020.

Appointment of Director: The Board considered the appointment of Mr. Steven Peterson to fill a vacancy on the Board of Directors.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board appointed Mr. Steven Peterson to fill a vacant position on the Board of Directors.

Appointment of Officers: The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Caryn Johnson
Treasurer	Steven G. Peterson
Secretary	David Solin
Assistant Secretary	Ann T. Weaver

Minutes: The Board reviewed the Minutes of the June 4, 2020 Special Meeting.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Minutes of the June 4, 2020 Special Meeting were approved, as presented.

Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices: Mr. Solin discussed with the Board Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 24-Hour Notices.

The Board determined to meet at 6:30 p.m. on June 3, 2021 and November 4, 2021 at the Phillip S. Miller Library, 100 South Wilcox Street, Douglas County, Colorado.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for 24-Hour Notices.

§ 32-1-809, C.R.S. Reporting Requirements, Mode of Eligible Elector Notification for 2020: The Board discussed § 32-1-809, C.R.S., reporting requirements and mode of eligible elector notification for 2020.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Board determined to post the required transparency notice information on the Special District Association's website and the Homeowner's Association ("HOA") website.

PUBLIC COMMENT

There was no public comment.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

	Period Ending July 9, 2020	Period Ending Sept. 17, 2020	Period Ending Oct. 15, 2020
General Fund	\$ 6,402.84	\$ 54,382.97	\$ 8,636.97
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-
Capital Fund	\$ -0-	\$ -0-	\$ -0-
Total	\$ 6,402.84	\$ 54,382.97	\$ 8,636.97

The Board considered approving the payment of claims for the period ending November 5, 2020 in the amount of \$11,576.75.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Board ratified approval of the payment of claims as presented and approved claims for the period ending November 5, 2020 in the amount of \$11,576.75.

Unaudited Financial Statements: Ms. Johanns reviewed with the Board the unaudited financial statements for the period ending September 30, 2020.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending September 30, 2020, as presented.

2019 Audit: Mr. Livin reviewed with the Board the 2019 Audit.

Following review and discussion, upon motion duly made by Director Johnson, seconded by Director Weaver, and upon vote, unanimously carried, the Board ratified approval of the preparation and filing of the 2019 Audited Financial Statements and authorized execution of the Representations Letter.

2020 Audit: The Board reviewed the proposal from Wipfli LLP to perform the 2020 Audit.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the engagement of Wipfli LLP to perform the 2020 Audit for an amount not to exceed \$4,125.

2020 Annual Notice Concerning Budgets: The Board acknowledged the 2020 Annual Notice Concerning Budgets.

2020 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

The Board determined that an amendment to the 2020 Budget was not necessary.

2021 Budget Hearing: The President opened the public hearing to consider the proposed 2021 Budget and discuss related issues.

RECORD OF PROCEEDINGS

It was noted that publication of Notice stating that the Board would consider adoption of the 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

Ms. Johanns reviewed the estimated year-end 2020 revenues and expenditures and the proposed 2021 estimated revenues and expenditures.

Following discussion, the Board considered the adoption of Resolution No. 2020-11-02 to Adopt the 2020 Budget and Appropriate Sums of Money and Resolution No. 2020-11-03 to Set Mill Levies (for the General Fund at 5.000 mills and the Debt Service Fund at 35.000 mills, for a total of 40.000 mills). Upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2020. Mr. Solin was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Douglas County and the Division of Local Government not later than December 15, 2020. Mr. Solin was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2021. Copies of the adopted Resolutions are attached hereto and incorporated herein by this reference.

DLG-70 Mill Levy Certification Form: The Board considered 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.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Board authorized 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.

Preparation of the 2022 Budget: The Board discussed preparation of the 2022 Budget.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver, and upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2022 Budget, and directed that the form of the 2022 budget be the same as the 2021 budget.

RECORD OF PROCEEDINGS

Quarterly Lift Station Operations and Maintenance Subsidy Payment: Mr. Solin reviewed with the Board the quarterly lift station operations and maintenance subsidy collection report.

LEGAL MATTERS

McGeady Becher P.C. District Records Retention Policy: Attorney Williams presented to the Board an update to the McGeady Becher P.C. Records Retention Policy.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the Board acknowledged the update and directed a copy of the approved the McGeady Becher P.C. Records Retention Policy be attached to the Minutes. Accordingly, a copy of the updated McGeady Becher P.C. Records Retention Policy is attached hereto and incorporated herein by reference.

Well-Monitoring Easement to the Town of Castle Rock: The Board discussed the grant of the Well-Monitoring Easement to the Town of Castle Rock.

Following discussion, upon motion duly made by Director Weaver, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the grant of the Well-Monitoring Easement to the Town of Castle Rock, subject to legal revisions as discussed.

Appleton Way Status Update: The Board discussed the status of work on Appleton Way. It was noted that the curb and sidewalk are complete and that plantings are not currently anticipated to go in this year.

CAPITAL IMPROVEMENTS/ MAINTENANCE MATTERS

2020 Detention Pond Maintenance: Mr. Solin discussed with the Board the HOA's performance of District detention pond maintenance.

OTHER BUSINESS

2021 Debt Optional Redemption Amount: Ms. Johanns and Mr. Solin discussed with the Board the 2021 Debt Optional Redemption Amount.

Following discussion, the Board deferred action until the June 3, 2021 Regular Meeting.

New Sidewalk Area: The Board discussed the maintenance of the new sidewalk area.

Following discussion, the Board directed Mr. Solin to contact the HOA members to remind them of their responsibility to maintain the landscaping in the area around the new sidewalk.

RECORD OF PROCEEDINGS

Rim Property: The Board discussed the status of the Rim Property. No action was taken by the Board at this time.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Johnson, seconded by Director Weaver and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: _____
Secretary for the Meeting

RESOLUTION NO. 2020 - 11 - 01

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CASTLEWOOD RANCH METROPOLITAN DISTRICT
ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, AND
DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES**

A. Pursuant to Section 32-1-903, C.R.S., special districts are required to designate a schedule for regular meetings, indicating the dates, time and location of said meetings.

B. Pursuant to Section 24-6-402(2)(c)(I), C.R.S., special districts are required to designate annually at the board of directors of the district's first regular meeting of each calendar year, the public place at which notice of the date, time and location of regular and special meetings ("**Notice of Meeting**") will be physically posted at least 24 hours prior to each meeting ("**Designated Public Place**"). A special district is deemed to have given full and timely notice of a regular or special meeting if it posts its Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.

C. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to post the Notice of Meeting at the Designated Public Place, and are deemed to have given full and timely notice of a public meeting, if a special district posts the Notice of Meeting online at a public website of the special district ("**District Website**") at least 24 hours prior to each regular and special meeting.

D. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., if a special district is unable to post a Notice of Meeting on the District Website at least 24 hours prior to the meeting due to exigent or emergency circumstances, then it must physically post the Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.

E. Pursuant to Section 32-1-903, C.R.S., all special and regular meetings of the board shall be held at locations which are within the boundaries of the district or which are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the meeting location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.

F. The provisions of Section 32-1-903, C.R.S., may be waived if: (1) the proposed change of location of a meeting of the board appears on the agenda of a regular or special meeting; and (2) a resolution is adopted by the board stating the reason for which a meeting is to be held in a location other than under Section 32-1-903(1), C.R.S., and further stating the date, time and place of such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Castlewood Ranch Metropolitan District (the "**District**"), Douglas County, Colorado:

1. That the provisions of Section 32-1-903(1), C.R.S., be waived pursuant to the adoption of this Resolution.

2. That the Board of Directors (the “**District Board**”) has determined that conducting regular and special meetings pursuant to Section 32-1-903(1), C.R.S., would be inconvenient and costly for the directors and consultants of the District in that they live and/or work outside of the twenty (20) mile radius requirement.

3. That regular meetings of the District Board for the year 2021 shall be held on June 3, 2021 and November 4, 2021 at 6:30 p.m., at the Philip S. Miller Library, 100 South Miller Library in Douglas County, Colorado.

4. That, until circumstances change, and a future resolution of the District Board so designates, the location of all special and regular meetings of the District Board shall appear on the agenda(s) of said special and regular meetings.

5. That the residents and taxpaying electors of the District shall be given an opportunity to object to the meeting(s) location(s), and any such objections shall be considered by the District Board in setting future meetings.

6. That, if the District has established a District Website, the Notice of Meeting of the District Board shall be posted on the District Website at least 24 hours prior to each regular and special meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

7. That, if the District has not yet established a District Website or is unable to post the Notice of Meeting on the District Website at least 24 hours prior to each meeting due to exigent or emergency circumstances, the Notice of Meeting shall be posted within the boundaries of the District at least 24 hours prior to each meeting, pursuant to Section 24-6-402(2)(c)(I) and (III), C.R.S., at the following Designated Public Place:

(a) On the corner of Mikelson Boulevard and Lantern Trail

8. Richard Levin, or his/her designee, is hereby appointed to post the above-referenced notices.

[SIGNATURE PAGE FOLLOWS]

**[SIGNATURE PAGE TO RESOLUTION ESTABLISHING REGULAR MEETING
DATES, TIME, AND LOCATION, AND DESIGNATING LOCATION FOR 24-HOUR
NOTICES]**

RESOLUTION APPROVED AND ADOPTED on November 5, 2020.

**CASTLEWOOD RANCH
METROPOLITAN DISTRICT**

By: *Caryn Johnson*
President

Attest:


Secretary

RESOLUTION NO. 2020 - 11 – 02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CASTLEWOOD RANCH METROPOLITAN DISTRICT
TO ADOPT THE 2021 BUDGET AND APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the Castlewood Ranch Metropolitan District (“District”) has appointed the District Accountant to prepare and submit a proposed 2021 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2020, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 5, 2020, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Castlewood Ranch Metropolitan District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Castlewood Ranch Metropolitan District for the 2021 fiscal year.

2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

ADOPTED this 5th day of November, 2020.



Secretary

(SEAL)

EXHIBIT A
(Budget)

CASTLEWOOD RANCH METROPOLITAN DISTRICT
2021
BUDGET MESSAGE

Attached please find a copy of the adopted 2021 budget for the Castlewood Ranch Metropolitan District.

The Castlewood Ranch Metropolitan District has adopted three separate funds, a General Fund to provide for general operating and maintenance expenditures and transfers to the Debt Service Fund; a Debt Service Fund to provide for payments on the outstanding general obligation debt; and a Capital Project Fund to provide for the proposed infrastructure to be built by the District.

The District's accountants have utilized the modified accrual basis of accounting and the budget has been adopted after proper postings, publications and public hearing.

The primary sources of revenue for the District in 2021 will be property and specific ownership taxes. In 2021, the District intends to impose a mill levy on all property within the District totaling 40.000 mills, of which 5.000 mills will be dedicated to the General Fund and the balance of 35.000 mills will be allocated to the Debt Service Fund.

Castlewood Ranch Metropolitan District
Adopted
General Fund
For the Year ended December 31, 2021

	Actual <u>2019</u>	Adopted Budget <u>2020</u>	Actual 6/30/2020	Estimate <u>2020</u>	Adopted Budget <u>2021</u>
Beginning fund balance	\$ 123,143	\$ 680,828	\$ 855,940	\$ 855,940	\$ 916,306
Revenues:					
Property taxes	184,685	211,315	208,035	210,000	211,462
Specific ownership taxes	18,526	16,905	8,227	16,000	16,917
Interest income	47,928	35,000	14,815	28,000	35,000
Other income	<u>526,494</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total revenues	<u>777,633</u>	<u>263,220</u>	<u>231,077</u>	<u>254,000</u>	<u>263,379</u>
Total funds available	<u>900,776</u>	<u>944,048</u>	<u>1,087,017</u>	<u>1,109,940</u>	<u>1,179,685</u>
Expenditures:					
District Management	12,314	20,000	4,971	12,000	20,000
Accounting	7,075	7,000	2,929	7,000	7,000
Audit	4,124	4,200	-	4,125	4,200
Directors fees	600	2,000	300	1,000	2,000
Insurance	6,266	6,000	4,609	4,609	6,000
Legal	8,200	15,000	4,007	15,000	17,500
Election expense	-	2,500	874	1,500	-
Office expense	3,485	5,000	1,411	2,800	5,000
Repair and maintenance	-	5,000	-	2,500	5,000
Treasurer fees	2,772	3,170	3,121	3,100	3,172
Contingency	-	732,082	-	-	967,717
Transfer to Debt Service Fund	-	140,000	-	140,000	140,000
Emergency reserve (3%)	<u>-</u>	<u>2,096</u>	<u>-</u>	<u>-</u>	<u>2,096</u>
Total expenditures	<u>44,836</u>	<u>944,048</u>	<u>22,222</u>	<u>193,634</u>	<u>1,179,685</u>
Ending fund balance	<u>\$ 855,940</u>	<u>\$ -</u>	<u>\$ 1,064,795</u>	<u>\$ 916,306</u>	<u>\$ -</u>
Assessed Value (000's)		<u>\$ 42,263.000</u>			<u>\$ 42,292.430</u>
Mill Levy		<u>5.000</u>			<u>5.000</u>

Castlewood Ranch Metropolitan District
Adopted
Debt Service Fund
For the Year ended December 31, 2021

	Actual <u>2019</u>	Adopted Budget <u>2020</u>	Actual 6/30/2020	Estimate <u>2020</u>	Adopted Budget <u>2021</u>
Beginning fund balance	\$ 729,697	\$ 1,037,452	\$ 909,780	\$ 909,780	\$ 1,362,593
Revenues:					
Property taxes	1,292,796	1,479,205	1,456,243	1,475,000	1,480,235
Specific ownership taxes	129,680	118,336	57,593	110,000	118,419
Transfer from General Fund	-	140,000	-	140,000	140,000
Interest income	<u>577</u>	<u>1,000</u>	<u>212</u>	<u>500</u>	<u>1,000</u>
Total revenues	<u>1,423,053</u>	<u>1,738,541</u>	<u>1,514,048</u>	<u>1,725,500</u>	<u>1,739,654</u>
Total funds available	<u>2,152,750</u>	<u>2,775,993</u>	<u>2,423,828</u>	<u>2,635,280</u>	<u>3,102,247</u>
Expenditures:					
Bond principal - Series 2016	790,000	835,000	-	835,000	860,000
Bond interest - Series 2016	433,569	413,187	206,594	413,187	391,644
Paying agent fees	-	2,500	-	2,500	2,500
Treasurer fees	<u>19,401</u>	<u>22,188</u>	<u>21,847</u>	<u>22,000</u>	<u>22,204</u>
Total expenditures	<u>1,242,970</u>	<u>1,272,875</u>	<u>228,441</u>	<u>1,272,687</u>	<u>1,276,348</u>
Ending fund balance	<u>\$ 909,780</u>	<u>\$ 1,503,118</u>	<u>\$ 2,195,387</u>	<u>\$ 1,362,593</u>	<u>\$ 1,825,899</u>
Assessed Value (000's)		<u>\$ 42,263.000</u>			<u>\$ 42,292.430</u>
Mill Levy		<u>35.000</u>			<u>35.000</u>

Castlewood Ranch Metropolitan District
Adopted
Capital Project Fund
For the Year ended December 31, 2021

	Actual <u>2019</u>	Adopted Budget <u>2020</u>	Actual <u>6/30/2020</u>	Estimate <u>2020</u>	Adopted Budget <u>2021</u>
Beginning fund balance	\$ 257,935	\$ 277,935	\$ 276,071	\$ 276,071	\$ 281,071
Revenues:					
Tap fees	<u>18,136</u>	<u>20,000</u>	<u>203</u>	<u>5,000</u>	<u>20,000</u>
Total revenues	<u>18,136</u>	<u>20,000</u>	<u>203</u>	<u>5,000</u>	<u>20,000</u>
Total funds available	<u>276,071</u>	<u>297,935</u>	<u>276,274</u>	<u>281,071</u>	<u>301,071</u>
Expenditures:					
Capital Outlay	<u>-</u>	<u>297,935</u>	<u>-</u>	<u>-</u>	<u>297,935</u>
Total expenditures	<u>-</u>	<u>297,935</u>	<u>-</u>	<u>-</u>	<u>297,935</u>
Ending fund balance	<u>\$ 276,071</u>	<u>\$ -</u>	<u>\$ 276,274</u>	<u>\$ 281,071</u>	<u>\$ 3,136</u>

I, David Solin, hereby certify that I am the duly appointed Secretary of the Castlewood Ranch Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2021, duly adopted at a meeting of the Board of Directors of the Castlewood Ranch Metropolitan District held on November 5, 2020.

By: 
_____ Secretary

RESOLUTION NO. 2020 - 11 – 03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CASTLEWOOD RANCH METROPOLITAN DISTRICT
TO SET MILL LEVIES**

WHEREAS, the Board of Directors of the Castlewood Ranch Metropolitan District (“District”) has adopted the 2021 annual budget in accordance with the Local Government Budget Law on November 2, 2020; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2021 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Castlewood Ranch Metropolitan District:

1. That for the purposes of meeting all general fund expenses of the District during the 2021 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2021 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of Douglas County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 5th day of November, 2020.



Secretary

(SEAL)

EXHIBIT A
(Certification of Tax Levies)

From: [Douglas County Budget Office](#)
To: john@simmonswheeler.com
Cc: DistrictMLCert@douglas.co.us; diane@simmonswheeler.com; [Karen Steggs](#); cwill@specialdistrictlaw.com
Subject: Douglas County Tax Authority Certification
Date: Monday, December 07, 2020 2:24:00 PM

County Tax Entity Code: 4071

DOLA LGID/SID: 18046

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

**TO The County Commissioners of Douglas County, Colorado
On behalf of the Castlewood Ranch Metro District
the Board of Directors
of the Castlewood Ranch Metropolitan District**

Hereby officially certifies the following mills to be levied against the taxing entity's **GROSS** assessed valuation of: **\$42,292,430.00** Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area the tax levies must be calculated using the NET AV. The taxing entity 's total property tax revenue will be derived from the mill levy multiplied against the **NET** assessed valuation of: **\$42,292,430.00**

Submitted: John Simmons for budget/fiscal year 2021

PURPOSE	LEVY	REVENUE
1. General Operating Expenses	5.000 mills	\$211,462.00
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction	-0.000 mills	-\$0
SUBTOTAL FOR GENERAL OPERATING:	5.000 mills	\$211,462.00
3. General Obligation Bonds and Interest	0.000 mills	\$0
4. Contractual Obligations	35.000 mills	\$1,480,235.00
5. Capital Expenditures	0.000 mills	\$0
6. Refunds/Abatements	0.000 mills	\$0
7. Other	0.000 mills	\$0
8. Judgment	0.000 mills	\$0
TOTAL:	40.000 mills	\$1,691,697.00

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.). Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND, CONTRACT, OTHER, AND/OR JUDGMENT:

BONDS

No Bonds Available

CONTRACTS

1. Purpose of Contract: Refunding loan
Title: \$18,130,000 Unlimited Tax G O Refunding Loan-Series 2016
Date of Issue: 2016-09-06
Principal Amount: \$18,130,000.00
Maturity Date: 2031-09-06
Levy: 35.000
Revenue: \$1,480,235.00
-

OTHER

No Other Available

JUDGMENT

No Judgment Available

Explanation of Change:

McGeady Becher P.C.
Document Retention Policy

Types of Documents

In representing you we will or may take possession of, create, and/or keep various types of documents. These consist of documents you provide to us, documents which constitute the District's official public record, and internal documents we create to assist us in providing services to you.

Documents You Provide to Us

It is our policy to copy and return original documents you provide to us as soon as practicable. Exceptions to this policy are original documents which should be kept as part of the District's official public record, instances where we must have an original document to represent you, or cases where we have affirmatively agreed retain a document for safekeeping.

The District's Record

As a part our engagement, we will maintain the District's official public Record (the "**Record**"). The Record is a highly useful and detailed compilation of documents reflecting the official actions of the District and serves multiple functions. First, it collects those documents which the public is entitled to inspect and copy under various state and federal public records and freedom of information statutes. Second, it organizes the records of the District – such as its contracts, land and title records, and easements - in a manner which is useful in conducting the ongoing business of the District. Third, the Record helps expedite the District's annual audit process. Fourth, in the event you should change legal counsel or employ in-house counsel, the Record will enable that counsel to understand the status and assume representation of the District with maximum efficiency.

The Record includes the District's organizational documents, fully-executed agreements which are still in effect, rules, regulations, resolutions adopted by the District, official minutes books, meeting notices, agendas, insurance policies, District maps, election records, bond documents, audit documents, and many more. A comprehensive list of documents comprising the Record is available from us at any time upon request.

Creating and maintaining the Record is an important and complex task, and you agree to pay our actual costs and hourly fees associated with doing this.

Supplemental Documents

All other documents created in course of representing you are referred to as Supplemental Documents. These include our notes, drafts, memoranda, worksheets, electronic communications, and other electronic documents stored in various media or file servers.

Documents We Retain

Except as provided in this Document Retention Policy or an amendment thereto, we will keep the Record and any original documents accepted by us for safekeeping so long as we represent you.

Delivery of the Record

Once a matter is concluded or our representation terminated, we deliver the original, printed Record, together with any original documents we have accepted for safekeeping, to you or the District's designee, provided our fees and costs have been paid in full. If you do not designate someone to receive these records, we will deliver them to a then-current officer or director of the District. If we are unable to deliver these documents because of your failure to designate a recipient, we may retain, destroy, or otherwise dispose of them in a manner which assures their continued confidentiality within thirty (30) days following the conclusion of a matter or the termination of our representation.

We will also confidentially destroy the Record of any District in our possession if a final order of dissolution of the District is entered.

All other documents, including all Supplemental Documents, are routinely, periodically, confidentially, and permanently purged by us once they are no longer useful to us in providing services to you.

Check No/Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
2707						
11/12/2020	Colorado Community Media	9039	Legal Pub/Electi	1-680	21.80	21.80
Total 2707:						21.80
2708						
11/12/2020	Colorado Special Districts P	POL-0004798	Insurance and B	1-670	4,291.00	4,291.00
Total 2708:						4,291.00
2709						
11/12/2020	McGeady Becher P.C.	500W 9/20	Legal	1-675	160.00	160.00
Total 2709:						160.00
2710						
11/12/2020	Simmons & Wheeler, PC	27303	Accounting/Audi	1-615	638.75	638.75
Total 2710:						638.75
2711						
11/12/2020	Special Dist Mgmt Services	10/2020	Office/Miscellan	1-685	683.95	683.95
11/12/2020	Special Dist Mgmt Services	10/2020	District Manage	1-614	1,120.00	1,120.00
Total 2711:						1,803.95
2712						
11/12/2020	T Charles Wilson Insurance	9165	Insurance and B	1-670	495.00	495.00
Total 2712:						495.00
2713						
11/12/2020	Wipfli LLP	501896 9/20	Accounting/Audi	1-615	4,166.25	4,166.25
Total 2713:						4,166.25
Grand Totals:						11,576.75

Castlewood Ranch Metropolitan District
November-20

	General	Debt	Capital	Totals
Disbursements	\$ 11,576.75	\$ -	\$ -	\$ 11,576.75
		\$ -		\$ -
Total Disbursements from Checking Acct	\$ 11,576.75	\$ -	\$ -	\$ 11,576.75

Check No/Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
2714						
12/15/2020	Johnson, Caryn	11/05/20	Director's Fees	1-620	100.00	100.00
Total 2714:						100.00
2715						
12/15/2020	McGeady Becher P.C.	500W 10/20	Legal	1-675	1,385.00	1,385.00
Total 2715:						1,385.00
2716						
12/15/2020	Peterson, Steven G.	11/05/20	Director's Fees	1-620	100.00	100.00
Total 2716:						100.00
2717						
12/15/2020	Simmons & Wheeler, PC	27483	Accounting/Audi	1-615	662.50	662.50
Total 2717:						662.50
2718						
12/15/2020	Special Dist Mgmt Services	11/2020	District Manage	1-614	1,162.00	1,162.00
12/15/2020	Special Dist Mgmt Services	11/2020	Office/Miscellan	1-685	50.65	50.65
Total 2718:						1,212.65
2719						
12/15/2020	Weaver, Ann T.	11/05/20	Director's Fees	1-620	100.00	100.00
Total 2719:						100.00
Grand Totals:						3,560.15

Castlewood Ranch Metropolitan District
December-20

	General	Debt	Capital	Totals
Disbursements	\$ 3,560.15	\$ -	\$ -	\$ 3,560.15
		\$ -		\$ -
Total Disbursements from Checking Acct	\$ 3,560.15	\$ -	\$ -	\$ 3,560.15

Check No/Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total
2720						
01/19/2021	McGeady Becher P.C.	500W 11/20	Legal	1-675	1,385.50	1,385.50
Total 2720:						1,385.50
2721						
01/19/2021	Simmons & Wheeler, PC	27677	Accounting/Audi	1-615	856.25	856.25
Total 2721:						856.25
2722						
01/19/2021	Special Dist Mgmt Services	12/2020	Office/Miscellan	1-685	101.29	101.29
01/19/2021	Special Dist Mgmt Services	12/2020	District Manage	1-614	644.00	644.00
Total 2722:						745.29
Grand Totals:						2,987.04

Castlewood Ranch Metropolitan District
January-21

	General	Debt	Capital	Totals
Disbursements	\$ 2,987.04	\$ -	\$ -	\$ 2,987.04
		\$ -		\$ -
Total Disbursements from Checking Acct	\$ 2,987.04	\$ -	\$ -	\$ 2,987.04

Castlewood Ranch Metropolitan District
February-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number	Department
McGeady Becher P.C.	500W 12/20	12/31/2020	2/17/2021	\$ 400.00	Legal	6750	1
Simmons & Wheeler P.C.	27880	12/31/2020	2/17/2021	\$ 338.50	Legal	6750	1
Special District Management	Jan-21	1/31/2021	2/17/2021	\$ 32.65	Office/Miscellaneous Expense	6850	1
Special District Management	Jan-21	1/31/2021	2/17/2021	\$ 994.00	District Management	6140	1
				\$ 1,765.15			

Castlewood Ranch Metropolitan District
February-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,765.15	\$ -	\$ -	\$ 1,765.15
		\$ -		\$ -
<u>Total Disbursements from Checking Acct</u>	<u>\$ 1,765.15</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,765.15</u>

Castlewood Ranch Metropolitan District
March-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number	Department
McGeady Becher P.C.	500W 01/2021	1/31/2021	3/25/2021	\$ 372.50	Legal	6750	1
Special District Association	SDA 2021	2/10/2021	3/25/2021	\$ 451.84	Office/Miscellaneous Expense	6850	1
Special District Management	Feb-21	2/28/2021	3/25/2021	\$ 16.57	Office/Miscellaneous Expense	6850	1
Special District Management	Feb-21	2/28/2021	3/25/2021	\$ 826.00	District Management	6140	1
				\$ 1,666.91			

Castlewood Ranch Metropolitan District
March-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,666.91	\$ -	\$ -	\$ 1,666.91
		\$ -		\$ -
<u>Total Disbursements from Checking Acct</u>	<u>\$ 1,666.91</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,666.91</u>

Castlewood Ranch Metropolitan District
April-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number	Department
McGeady Becher P.C.	500W 02/2021	2/28/2021	2/28/2021	\$ 264.50	Legal	6750	1
Simmons & Wheeler P.C.	30220	3/31/2021	3/31/2021	\$ 593.99	Accounting expense	6150	1
Simmons & Wheeler P.C.	30021	2/28/2021	2/28/2021	\$ 455.40	Accounting expense	6150	1
Special District Management	Mar-21	3/31/2021	3/31/2021	\$ 2.80	Office/Miscellaneous Expense	6850	1
Special District Management	Mar-21	3/31/2021	3/31/2021	\$ 448.00	District Management	6140	1
				\$ 1,764.69			

Castlewood Ranch Metropolitan District
April-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,764.69	\$ -	\$ -	\$ 1,764.69
		\$ -		\$ -
<u>Total Disbursements from Checking Acct</u>	<u>\$ 1,764.69</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,764.69</u>

Castlewood Ranch Metropolitan District
May-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number	Department
McGeady Becher P.C.	500W 03/2021	3/31/2021	3/31/2021	\$ 220.00	Legal	6750	1
Simmons & Wheeler P.C.	30496	4/30/2021	4/30/2021	\$ 570.18	Accounting expense	6150	1
Special District Management	Apr-21	4/30/2021	4/30/2021	\$ 6.20	Office/Miscellaneous Expense	6850	1
Special District Management	Apr-21	4/30/2021	4/30/2021	\$ 434.00	District Management	6140	1
				\$1,230.38			

Castlewood Ranch Metropolitan District
May-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,230.38	\$ -	\$ -	\$ 1,230.38
		\$ -		\$ -
<u>Total Disbursements from Checking Acct</u>	<u>\$ 1,230.38</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,230.38</u>

Castlewood Ranch Metropolitan District
Financial Statements

March 31, 2021

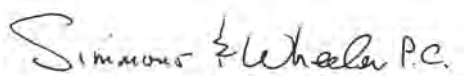
ACCOUNTANT'S COMPILATION REPORT

Board of Directors
Castlewood Ranch Metropolitan District

Management is responsible for the accompanying financial statements of each major fund of Castlewood Ranch Metropolitan District, as of and for the period ended March 31, 2021, which are comprised of the Balance Sheet and the related Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Governmental Funds and account groups for the three months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the Statement of Net Position, Statement of Activities, Management Discussion and Analysis and all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Castlewood Ranch Metropolitan District because we performed certain accounting services that impaired our independence.



May 27, 2021
Englewood, Colorado

Castlewood Ranch Metropolitan District
 Combined Balance Sheet
 March 31, 2021

See Accountant's Compilation Report

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>Account Groups</u>	<u>Total (Memorandum Only)</u>
Assets					
Current assets					
Cash In Checking	\$ 9,779	\$ -	\$ -	\$ -	\$ 9,779
Cash in MMKT	-	-	-	-	-
Cash in COLOTRUST	1,144,730	1,932,702	276,274	-	3,353,706
County tax receivable	11,270	78,890	-	-	90,160
Prepaid insurance	-	-	-	-	-
Due from other funds	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total current assets	<u>1,165,779</u>	<u>2,011,592</u>	<u>276,274</u>	<u>-</u>	<u>3,453,645</u>
Other assets					
Fixed assets	-	-	-	1,657,000	1,657,000
Amount available debt service fund	-	-	-	2,011,592	2,011,592
Amount to be provided for retirement of debt	-	-	-	13,168,408	13,168,408
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	16,837,000	16,837,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 1,165,779</u>	<u>\$ 2,011,592</u>	<u>\$ 276,274</u>	<u>\$ 16,837,000</u>	<u>\$ 20,290,645</u>
Liabilities and Equity					
Current liabilities					
Accounts payable	\$ 3,578	\$ -	\$ -	\$ -	\$ 3,578
Retainage payable	-	-	-	-	-
Due to other funds	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total current liabilities	<u>3,578</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,578</u>
Long Term liabilities					
Series 2006 Bonds	-	-	-	-	-
Refunding Series 2016	-	-	-	15,180,000	15,180,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	15,180,000	15,180,000
Fund equity					
Investment in fixed assets	-	-	-	1,657,000	1,657,000
Fund balance					
Restricted	-	2,011,592	-	-	2,011,592
Unrestricted	1,162,201	-	276,274	-	1,438,475
Reserved	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<u>1,162,201</u>	<u>2,011,592</u>	<u>276,274</u>	<u>1,657,000</u>	<u>5,107,067</u>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 1,165,779</u>	<u>\$ 2,011,592</u>	<u>\$ 276,274</u>	<u>\$ 16,837,000</u>	<u>\$ 20,290,645</u>

Castlewood Ranch Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Three Months Ended March 31, 2021
General Fund

See Accountant's Compilation Report

	Annual <u>Budget</u>	Year to <u>Date</u>	Variance Favorable <u>(Unfavorable)</u>
Beginning Fund Balance	916,306	1,061,301	144,995
Revenues			
Property taxes	211,462	105,847	(105,615)
Specific Ownership taxes	16,917	5,031	(11,886)
Other Income	-	3	3
Interest income	35,000	575	(34,425)
Total revenues	<u>263,379</u>	<u>111,456</u>	<u>(151,923)</u>
Total available	<u>1,179,685</u>	<u>1,172,757</u>	<u>(6,928)</u>
Expenditures			
District management	20,000	2,268	17,732
Accounting	7,000	1,049	5,951
Audit	4,200	-	4,200
Directors fees	2,000	-	2,000
Insurance	6,000	4,743	1,257
Legal	17,500	857	16,643
Election expense	-	-	-
Office expense/misc	5,000	52	4,948
Repair and Maintenance	5,000	-	5,000
Treasurer fees	3,172	1,587	1,585
Contingency	967,717	-	967,717
Transfer to Debt Service Fund	140,000	-	140,000
Emergency reserve (3%)	2,096	-	2,096
Total expenditures	<u>1,179,685</u>	<u>10,556</u>	<u>1,169,129</u>
Ending Fund Balance	<u>-</u>	<u>1,162,201</u>	<u>1,162,201</u>

Castlewood Ranch Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Three Months Ended March 31, 2021
Debt Service Fund

See Accountant's Compilation Report

	<u>Annual Budget</u>	<u>Year to Date</u>	<u>Variance Favorable (Unfavorable)</u>
Beginning Fund Balance	<u>1,362,593</u>	<u>1,246,550</u>	<u>(116,043)</u>
Revenues			
Property taxes	1,480,235	740,931	(739,304)
Specific Ownership taxes	118,419	35,216	(83,203)
Transfer from General Fund	140,000	-	(140,000)
Interest Income	<u>1,000</u>	<u>9</u>	<u>(991)</u>
		-	
Total revenues	<u>1,739,654</u>	<u>776,156</u>	<u>(963,498)</u>
Total available	<u>3,102,247</u>	<u>2,022,706</u>	<u>(1,079,541)</u>
Expenditures			
Bond interest Series 2016	391,644	-	391,644
Bond principal Series 2016	860,000	-	860,000
Paying agent/bank fees	2,500	-	2,500
Treasurers fees	<u>22,204</u>	<u>11,114</u>	<u>11,090</u>
Total expenditures	<u>1,276,348</u>	<u>11,114</u>	<u>1,265,234</u>
Ending Fund Balance	<u><u>1,825,899</u></u>	<u><u>2,011,592</u></u>	<u><u>185,693</u></u>

Castlewood Ranch Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Three Months Ended March 31, 2021
Capital Project Fund

See Accountant's Compilation Report

	<u>Annual Budget</u>	<u>Year to Date</u>	<u>Variance Favorable (Unfavorable)</u>
Beginning Fund Balance	<u>281,071</u>	<u>276,071</u>	<u>(5,000)</u>
Revenues			
Tap fees	20,000	203	(19,797)
Town of CR lift station	-	-	-
Miscellaneous income	-	-	-
	<u>20,000</u>	<u>203</u>	<u>(19,797)</u>
Total revenues	<u>20,000</u>	<u>203</u>	<u>(19,797)</u>
Total available	<u>301,071</u>	<u>276,274</u>	<u>(24,797)</u>
Expenditures			
Capital Outlay	<u>297,935</u>	<u>-</u>	<u>297,935</u>
Total expenditures	<u>297,935</u>	<u>-</u>	<u>297,935</u>
Ending Fund Balance	<u><u>3,136</u></u>	<u><u>276,274</u></u>	<u><u>273,138</u></u>

DRAFT 4-25-2021

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Financial Statements

Year Ended December 31, 2020

with

Independent Auditor's Report

DRAFT 4-25-2021

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CASTLEWOOD RANCH METROPOLITAN DISTRICT

BALANCE SHEET/STATEMENT OF NET POSITION GOVERNMENTAL FUNDS December 31, 2020

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
ASSETS						
Cash and investments	\$ 920,492	\$ -	\$ -	\$ 920,492	\$ -	\$ 920,492
Cash and investments - Restricted	2,096	1,375,111	276,274	1,653,481	-	1,653,481
Receivable county treasurer	1,634	11,439	-	13,073	-	13,073
Property taxes receivable	211,462	1,480,235	-	1,691,697	-	1,691,697
Prepaid expense	4,291	-	-	4,291	-	4,291
Capital assets	-	-	-	-	1,741,085	1,741,085
Total Assets	<u>1,139,975</u>	<u>2,866,785</u>	<u>276,274</u>	<u>4,283,034</u>	<u>1,741,085</u>	<u>6,024,119</u>
DEFERRED OUTFLOWS OF RESOURCES						
Deferred Loss on Refunding	-	-	-	-	230,951	230,951
Total Deferred Outflows of Resources	-	-	-	-	230,951	230,951
Total Assets and Deferred Outflows of Resources	<u>\$ 1,139,975</u>	<u>\$ 2,866,785</u>	<u>\$ 276,274</u>	<u>\$ 4,283,034</u>		
LIABILITIES						
Accounts payable	\$ 7,212	\$ -	\$ -	\$ 7,212	-	7,212
Accrued interest on bonds	-	-	-	-	32,637	32,637
Long-term liabilities						
Due within one year	-	-	-	-	860,000	860,000
Due in more than one year	-	-	-	-	14,320,000	14,320,000
Total Liabilities	<u>7,212</u>	<u>-</u>	<u>-</u>	<u>7,212</u>	<u>15,212,637</u>	<u>15,219,849</u>
DEFERRED INFLOWS OF RESOURCES						
Deferred property taxes	<u>211,462</u>	<u>1,480,235</u>	<u>-</u>	<u>1,691,697</u>	<u>-</u>	<u>1,691,697</u>
Total Deferred Inflows of Resources	<u>211,462</u>	<u>1,480,235</u>	<u>-</u>	<u>1,691,697</u>	<u>-</u>	<u>1,691,697</u>
FUND BALANCES						
Restricted:						
Emergencies	2,096	-	-	2,096	(2,096)	-
Debt service	-	1,386,550	-	1,386,550	(1,386,550)	-
Capital projects	-	-	276,274	276,274	(276,274)	-
Unassigned	<u>914,914</u>	<u>-</u>	<u>-</u>	<u>914,914</u>	<u>(914,914)</u>	<u>-</u>
Total Fund Balances	<u>921,301</u>	<u>1,386,550</u>	<u>276,274</u>	<u>2,584,125</u>	<u>(2,584,125)</u>	<u>-</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 1,139,975</u>	<u>\$ 2,866,785</u>	<u>\$ 276,274</u>	<u>\$ 4,283,034</u>		
NET POSITION						
Restricted for:						
Emergencies					2,096	2,096
Debt service					1,353,913	1,353,913
Capital projects					276,274	276,274
Unrestricted					<u>(12,288,759)</u>	<u>(12,288,759)</u>
Total Net Position					<u>\$ (10,656,476)</u>	<u>\$ (10,656,476)</u>

The notes to the financial statements are an integral part of these statements.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES/STATEMENT OF ACTIVITIES GOVERNMENTAL FUNDS

For the Year Ended December 31, 2020

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Total</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
EXPENDITURES						
Accounting and audit	\$ 9,600	\$ -	\$ -	\$ 9,600	\$ -	\$ 9,600
Directors fees	600	-	-	600	-	600
District management	13,325	-	-	13,325	-	13,325
Insurance	5,059	-	-	5,059	-	5,059
Legal	7,663	-	-	7,663	-	7,663
Office and miscellaneous expense	2,834	-	-	2,834	-	2,834
Election	896	-	-	896	-	896
Treasurer's fees	3,172	22,202	-	25,374	-	25,374
Bond principal	-	835,000	-	835,000	(835,000)	-
Bond interest expense	-	413,187	-	413,187	(1,795)	411,392
Paying agent fees	-	495	-	495	-	495
Amortization of loss on refunding	-	-	-	-	21,652	21,652
Total Expenditures	<u>43,149</u>	<u>1,270,884</u>	<u>-</u>	<u>1,314,033</u>	<u>(815,143)</u>	<u>498,890</u>
GENERAL REVENUES						
Property taxes	211,294	1,479,055	-	1,690,349	-	1,690,349
Specific ownership taxes	18,228	127,593	-	145,821	-	145,821
Tap fees/system development fees	-	-	203	203	-	203
Interest income	18,806	1,006	-	19,812	-	19,812
Miscellaneous Income	183	-	-	183	-	183
Total General Revenues	<u>248,511</u>	<u>1,607,654</u>	<u>203</u>	<u>1,856,368</u>	<u>-</u>	<u>1,856,368</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES						
	205,362	336,770	203	542,335	815,143	1,357,478
OTHER FINANCING SOURCES (USES)						
Transfer to/from other funds	(140,000)	140,000	-	-	-	-
Total Other Financing Sources (Uses)	<u>(140,000)</u>	<u>140,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGES IN FUND BALANCES						
	65,362	476,770	203	542,335	(542,335)	
CHANGE IN NET POSITION						
					1,357,478	1,357,478
FUND BALANCES/NET POSITION:						
BEGINNING OF YEAR	855,939	909,780	276,071	2,041,790	(14,055,744)	(12,013,954)
END OF YEAR	<u>\$ 921,301</u>	<u>\$ 1,386,550</u>	<u>\$ 276,274</u>	<u>\$ 2,584,125</u>	<u>\$ (13,240,601)</u>	<u>\$ (10,656,476)</u>

The notes to the financial statements are an integral part of these statements.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended December 31, 2020

	Original & Final		Variance
	Budget	Actual	Favorable (Unfavorable)
REVENUES			
Property taxes	\$ 211,315	\$ 211,294	\$ (21)
Specific ownership taxes	16,905	18,228	1,323
Interest income	35,000	18,806	(16,194)
Miscellaneous Income	-	183	183
Total Revenues	263,220	248,511	(14,709)
EXPENDITURES			
Accounting and audit	11,200	9,600	1,600
Directors fees	2,000	600	1,400
District management	20,000	13,325	6,675
Insurance	6,000	5,059	941
Legal	15,000	7,663	7,337
Office and miscellaneous expense	5,000	2,834	2,166
Election	2,500	896	1,604
Repair and maintenance	5,000	-	5,000
Treasurer's fees	3,170	3,172	(2)
Contingency	732,082	-	732,082
Emergency reserve	2,096	-	2,096
Total Expenditures	804,048	43,149	760,899
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(540,828)	205,362	746,190
OTHER FINANCING SOURCES (USES)			
Transfers to other funds	(140,000)	(140,000)	-
Total Other Financing Sources (Uses)	(140,000)	(140,000)	-
NET CHANGE IN FUND BALANCE	(680,828)	65,362	746,190
FUND BALANCE - BEGINNING OF YEAR	680,828	855,939	175,111
FUND BALANCE - END OF YEAR	\$ -	\$ 921,301	\$ 921,301

The notes to the financial statements are an integral part of these statements.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements
December 31, 2020

Note 1: Summary of Significant Accounting Policies

The accounting policies of the Castlewood Ranch Metropolitan District, located in Douglas County, Colorado, conform to the accounting principles generally accepted in the United States of America (“GAAP”) as applicable to governmental units. The Governmental Accounting Standards Board (“GASB”) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant policies consistently applied in the preparation of financial statements.

Definition of Reporting Entity

The District was organized on August 15, 1984, as a quasi-municipal organization established under the State of Colorado Special District Act. The District was originally organized as The Villages at Castle Rock Metropolitan District No. 2. On February 20, 1998, the District changed its name to Castlewood Ranch Metropolitan District. The District was established to finance and construct water, sanitary and storm sewer, streets, and park and recreation facilities that benefit the citizens of the District. The District's primary revenues are property taxes. The District is governed by an elected Board of Directors.

As required by GAAP, these financial statements present the activities of the District, which is legally separate and financially independent of other state and local governments. The District follows the GASB pronouncements which provide guidance for determining which governmental activities, organizations and functions should be included within the financial reporting entity. GASB sets forth the financial accountability of a governmental organization's elected governing body as the basic criterion for including a possible component governmental organization in a primary government's legal entity. Financial accountability includes, but is not limited to, appointment of a voting majority of the organization's governing body, ability to impose its will on the organization, a potential for the organization to provide specific financial benefits or burdens and fiscal dependency. The pronouncements also require including a possible component unit if it would be misleading to exclude it.

The District is not financially accountable for any other organization. The District has no component units as defined by the GASB.

The District has no employees and all operations and administrative functions are contracted.

Basis of Presentation

The accompanying financial statements are presented per GASB Statement No. 34 - Special Purpose Governments.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

The government-wide financial statements (i.e. the governmental funds balance sheet/statement of net position and the governmental funds statement of revenues, expenditures, and changes in fund balances/statement of activities) report information on all of the governmental activities of the District. The statement of net position reports all financial and capital resources of the District. The difference between the (a) assets and deferred outflows of resources and the (b) liabilities and deferred inflows of resources of the District is reported as net position. The statement of activities demonstrates the degree to which expenditures/expenses of the governmental funds are supported by general revenues. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct and indirect expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are collected.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. The material sources of revenue subject to accrual are property taxes and interest. Expenditures, other than interest on long-term obligations, are recorded when the liability is incurred or the long-term obligation is paid.

The District reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources not accounted for and reported in another fund.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

Debt Service Fund – The Debt Service Fund is used to account for all financial resources that are restricted, committed or assigned to expenditures for principal, interest and other debt related costs.

Capital Projects Fund – The Capital Projects Fund is used to account for all financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other assets.

Budgetary Accounting

Budgets are adopted on a non-GAAP basis for the governmental funds. In accordance with the State Budget Law of Colorado, the District's Board of Directors holds public hearings in the fall of each year to approve the budget and appropriate the funds for the ensuing year. The District's Board of Directors can modify the budget by line item within the total appropriation without notification. The appropriation can only be modified upon completion of notification and publication requirements. The budget includes each fund on its basis of accounting unless otherwise indicated. The appropriation is at the total fund expenditures level and lapses at year end.

Assets, Liabilities and Net Position

Fair Value of Financial Instruments

The District's financial instruments include cash and cash equivalents, accounts receivable and accounts payable. The District estimates that the fair value of all financial instruments at December 31, 2020, does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying balance sheet. The carrying amount of these financial instruments approximates fair value because of the short maturity of these instruments.

Deposits

The District's cash and cash equivalents are considered to be cash on hand and short-term investments with maturities of three months or less from the date of acquisition. Investments for the government are reported at fair value.

The District follows the practice of pooling cash of all funds to maximize investment earnings. Except when required by trust or other agreements, all cash is deposited to and disbursed from a minimum number of bank accounts. Cash in excess of immediate operating requirements is pooled for deposit and investment flexibility. Investment earnings are allocated periodically to the participating funds based upon each fund's average equity balance in the total cash.

Estimates

The preparation of these financial statements in conformity with GAAP requires the District management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District has one item that qualifies for reporting in this category. It is the deferred loss on refunding reported in the government-wide statement of net position. A deferred loss on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. Deferred property taxes are deferred and recognized as an inflow of resources in the period that the amounts become available.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

Loss on Refunding

The Loss on Refunding from the Series 2016 General Obligation Refunding Loan is being amortized over the term of the loan using the straight line method. Accumulated amortization of the Loss on Refunding amounted to \$93,825 at December 31, 2020.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, bridges, sidewalks, and similar items), are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend the life of the asset are not capitalized. Depreciation expense has not been recorded as the assets were recorded as construction in progress. All assets, other than four detention ponds and certain vacant land tracts, have been dedicated to the Town of Castle Rock ("Town") as of December 31, 2019. No depreciation expense was recognized during 2020.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

The dedication of assets to the Town resulted in a deficit balance in the Statement of Net Position. The reason for this deficit is that the District maintains an obligation to repay the bonds used to construct public improvements.

Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April 30 or if in equal installments, at the taxpayers' election, in February and June. Delinquent taxpayers are notified in July or August and the sales of the resultant tax liens on delinquent properties are generally held in November or December. The County Treasurer remits the taxes collected monthly to the District.

Property taxes, net of estimated uncollectible taxes, are recorded initially as deferred inflows in the year they are levied and measurable since they are not normally available nor are they budgeted as a resource until the subsequent year. The deferred property taxes are recorded as revenue in the subsequent year when they are available or collected.

Fund Equity

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. Because circumstances differ among governments, not every government or every governmental fund will present all of these components. The following classifications make the nature and extent of the constraints placed on a government's fund balance more transparent:

Nonspendable Fund Balance

Nonspendable fund balance includes amounts that cannot be spent because they are either not spendable in form (such as inventory or prepaids) or are legally or contractually required to be maintained intact.

The nonspendable fund balance in the general fund represents prepaid insurance.

Restricted Fund Balance

The restricted fund balance includes amounts restricted for a specific purpose by external parties such as grantors, bondholders, constitutional provisions or enabling legislation.

The restricted fund balance in the General Fund represents Emergency Reserves that have been provided as required by Article X, Section 20 of the Constitution of the State of Colorado. A total of \$2,096 of the General Fund balance has been restricted in compliance with this requirement.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2019

The restricted fund balance in the Debt Service Fund in the amount 1,386,550 is restricted for the payment of the debt service costs associated with the future payment of the loan principal, interest and other costs related to general obligation debt (see Note 4).

The restricted fund balance in the Capital Projects Fund in the amount of \$276,274 is reserved for capital improvements within the District.

Committed Fund Balance

The portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by a formal action of the government's highest level of decision-making authority, the Board of Directors. The constraint may be removed or changed only through formal action of the Board of Directors.

Assigned Fund Balance

Assigned fund balance includes amounts the District intends to use for a specific purpose. Intent can be expressed by the District's Board of Directors or by an official or body to which the Board of Directors delegates the authority.

Unassigned Fund Balance

Unassigned fund balance includes amounts that are available for any purpose. Positive amounts are reported only in the General Fund. All other funds can report negative amounts.

For the classification of Governmental Fund balances, the District considers an expenditure to be made from the most restrictive first when more than one classification is available.

Net Position

Net Position represents the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. The District can report three categories of net position, as follows:

Net investment in capital assets – consists of net capital assets, reduced by outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets and increased by balances of deferred outflows or resources related to those assets. At December 31, 2020, the District did not have any amounts that qualified for reporting in this category.

Restricted net position – net position is considered restricted if their use is constrained to a particular purpose. Restrictions are imposed by external organizations such as federal or state laws. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

Unrestricted net position – consists of all other net position that does not meet the definition of the above two components and is available for general use by the District.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the District will use the most restrictive net position first.

Note 2: Cash and Investments

As of December 31, 2020, cash and investments are classified in the accompanying financial statements as follows:

Statement of net position:

Cash and investments	\$ 920,492
Cash– Restricted	<u>1,653,481</u>
Total	<u>\$ 2,573,973</u>

Cash and investments as of December 31, 2020 consist of the following:

Deposits with financial institutions	\$ 18,088
Investments – COLOTRUST	<u>2,555,885</u>
	<u>\$ 2,573,973</u>

Deposits

Custodial Credit Risk

The Colorado Public Deposit Protection Act, (“PDPA”) requires that all units of local government deposit cash in eligible public depositories. State regulators determine eligibility. Amounts on deposit in excess of federal insurance levels must be collateralized. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool is to be maintained by another institution, or held in trust for all the uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the aggregate uninsured deposits. The State Commissioners for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

The District does not have a formal policy for deposits. None of the District’s deposits were exposed to custodial credit risk.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

Investments

Investment Valuation

Certain investments are measured at fair value within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District's investments are not required to be categorized within the fair value hierarchy. This investments' values are calculated using the net asset value method (NAV) per share.

As of December 31, 2020, the District had the following investment:

COLOTRUST

The local government investment pool, Colorado Local Government Liquid Asset Trust ("COLOTRUST") is rated AAAM by Standard & Poor's with a weighted average maturity of under 60 days. COLOTRUST is an investment trust/joint venture established for local government entities in Colorado to pool surplus funds. The State Securities Commissioner administers and enforces all State statutes governing COLOTRUST. COLOTRUST records its investments at fair value and the District records its investment in COLOTRUST using the net asset value method. COLOTRUST operates similarly to a money market fund with each share maintaining a value of \$1.00. COLOTRUST offers shares in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both investments consist of U.S. Treasury bills and notes and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies, highest rated commercial paper and repurchase agreements collateralized by certain obligations of U.S. government agencies. Designated custodian banks provide safekeeping and depository services to COLOTRUST. Substantially all securities owned by COLOTRUST are held by the Federal Reserve Bank in the accounts maintained for the custodian banks. The custodians' internal records identify the investments owned by COLOTRUST. At December 31, 2019, the District had \$2,555,885 invested in COLOTRUST.

Credit Risk

The District investment policy requires that the District follow state statutes for investments. Colorado statutes specify the types of investments meeting defined rating and risk criteria in which local governments may invest. These investments include obligations of the United States and certain U.S. Government agency entities, certain money market funds, guaranteed investment contracts, and local government investment pools.

Custodial and Concentration of Credit Risk

None of the District's investments are subject to custodial or concentration of credit risk.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements
December 31, 2020

Interest Rate Risk

Colorado revised statutes limit investment maturities to five years or less unless formally approved by the Board of Directors.

Note 3: Capital Assets

An analysis of the changes in capital assets for the year ended December 31, 2020 follows:

	Balance 1/1/2020	Additions	Deletions	Balance 12/31/2020
<u>Governmental Type Activities:</u>				
<u>Capital assets not being depreciated:</u>				
Detention Ponds	\$ 1,657,000	\$ -	\$ -	\$ 1,657,000
CIP - Trail Project	84,085	-	-	84,085
	<u>\$ 1,741,085</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,741,085</u>

The assets included in the Trail Project will ultimately be conveyed to the Castlewood Ranch Homeowner's Association.

Note 4: Long Term Debt

A description of the long-term obligations as of December 31, 2020, is as follows:

\$18,380,000 General Obligation Refunding Loan, Series 2016

On September 6, 2016, the District entered into a Loan Agreement ("2016 Loan") with Key Government Finance, Inc. ("Lender") for a General Obligation Refunding Loan in the amount of \$18,380,000. The 2016 Loan is evidenced by a promissory note and was issued to currently refund the 2006 Bonds with the exception of the bonds coming due on December 1, 2016, and to pay the costs of issuance of the 2016 Loan.

The 2016 Loan matures on September 6, 2031. Principal payments are due on December 1 of each year beginning December 1, 2016. Interest is payable on June 1 and December 1 of each year beginning December 1, 2016. The 2016 Loan bears interest at a rate of 2.58% per annum calculated on the basis of a 360-day year and twelve 30-day months. The District may, at its option, prepay the 2016 Loan in whole or in part on any interest payment date upon payment to the lender of the principal amount so prepaid, accrued interest thereon at the rate then borne by the 2016 Loan to the date the lender receives such prepayment, plus a Prepayment Fee.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

As a result of the issuance of the 2016 Loan, the refunded bonds are considered to be defeased and the liabilities have been removed from the governmental activities column of the statement of net position. The reacquisition price of the old debt exceeded the net carrying amount by \$324,776. This amount is recorded as a deferred outflow and is being amortized over the original remaining life of the refunded bonds. The refunding resulted in an economic gain of \$2,562,580 due to the interest rate of the 2016 Loan being lower than the refunded bonds and the reduction of the final maturity of the bonds from 2034 to 2031.

The following is an analysis of changes in long-term debt for the year ending December 31, 2020:

	Balance 1/1/2020	Additions	Deletions	Balance 12/31/2020	Current Portion
General Obligation					
Refunding Loan - Series 2016	\$ 16,015,000	\$ -	\$ (835,000)	\$ 15,180,000	\$ 860,000
	\$ 16,015,000	\$ -	\$ (835,000)	\$ 15,180,000	\$ 860,000

The following is a summary of the annual long-term debt principal and interest requirements.

	Principal	Interest	Total
2021	\$ 860,000	\$ 391,644	\$ 1,251,644
2022	895,000	369,456	1,264,456
2023	915,000	346,365	1,261,365
2024	965,000	322,758	1,287,758
2025	990,000	297,861	1,287,861
2026-2030	5,570,000	1,084,116	6,654,116
2031	4,985,000	85,742	5,070,742
	\$ 15,180,000	\$ 2,897,942	\$ 18,077,942

Debt Authorization

As of December 31, 2020, the District had remaining voted debt authorization of approximately \$110,000,000. In the future, the District may issue a portion or all of the remaining authorized, but unissued general obligation debt for the purposes of providing public improvements to support development as it occurs within the District's service area. However, as of the date of this audit, the amount and timing of any debt issuances is not determinable. The District's Service Plan and bond documents place certain restrictions on the District's ability to issue additional debt. The District has not budgeted to issue debt in 2021.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements
December 31, 2020

Note 5: Other Agreements

Intergovernmental Agreement – Town of Castle Rock

On March 5, 2003, the District entered into an Intergovernmental Agreement with the Town. The Town will assume the responsibility for the repair and maintenance of a storm water detention pond (“Tract N Pond”). The agreement was amended and restated on April 27, 2004, wherein the Town agreed to assume inspection, maintenance and repair obligations for two additional ponds (“Tract J Pond” and “Tract C Pond”). The District has agreed to fund all costs incurred by the Town with respect to the inspection and maintenance of the ponds.

Agreement with Castle Rock 25 Partners LLC

On July 9, 2004, the District entered into an agreement with Castle Rock 25 Partners LLC (“Castle Rock 25”), the Town, and Castlewood Ranch Master Association (as amended on July 21, 2006) whereby Castle Rock 25 agrees to pay \$526,308 to the District. This amount represents 50% of the Mikelson Condemnation Area Roadway Construction Estimate. Payment will be made to the District in advance of the earlier of: (1) The Town’s issuance to Castle Rock 25 of any improvement construction permit associated with the final plat for Castle Rock 25’s property or (2) the Town’s issuance to Castle Rock 25 of any building permits associated with such plat. During 2019, the District received \$526,312 from Castle Rock 25 in accordance with this agreement.

Amended and Restated Tract Maintenance and License Agreement

The District and the Castlewood Ranch Master Association (the “HOA”) are parties to that certain Amended and Restated Tract Maintenance and License Agreement dated June 28, 2013 (the “Maintenance Agreement”). The District owns certain real property (the “Tracts”) within Castlewood Ranch (the “Development”). The Tracts are utilized for detention pond purposes and open space for the benefit of the Development. Pursuant to the Maintenance Agreement, the HOA has agreed to maintain the Tracts, at the HOA’s cost and expense. The District granted the HOA a license to perform such maintenance. The District, however, has the obligation to maintain any “Pond Functional Improvements” which are all facilities, fixtures and improvements constructed and installed to effect or carry out the functional storm drainage, flow, detention, or retention capabilities of the detention ponds located on the Tracts. The Maintenance Agreement establishes certain standards for the HOA’s performance of its maintenance duties.

Note 6: Tax, Spending and Debt Limitations

Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer Bill of Rights (TABOR) contains tax, spending, revenue and debt limitations which apply to the State of Colorado and all local governments.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

Spending and revenue limits are determined based on the prior year's Fiscal Year Spending adjusted for allowable increases based upon inflation and local growth. Fiscal Year Spending is generally defined as expenditures plus reserve increases with certain exceptions. Revenue in excess of the Fiscal Year Spending limit must be refunded unless the voters approve retention of such revenue.

TABOR requires local governments to establish Emergency Reserves. These reserves must be at least 3% of Fiscal Year Spending (excluding bonded debt service). Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases.

The District's management believes it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of the provisions, including the interpretation of how to calculate Fiscal Year Spending limits will require judicial interpretation.

Note 7: Risk Management

Except as provided in the Colorado Governmental Immunity Act, 24-10-101, et seq., CRS, the District may be exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors or omissions; injuries to agents; and natural disasters. The District is a member of the Colorado Special Districts Property and Liability Pool ("the Pool"), which is an organization created by intergovernmental agreement to provide common liability and casualty insurance coverage to its members at a cost that is considered economically appropriate. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

The District pays annual premiums to the Pool for auto, public officials' liability, and property and general liability coverage. In the event aggregated losses incurred by the Pool exceed its amounts recoverable from reinsurance contracts and its accumulated reserves, the District may be called upon to make additional contributions to the Pool on the basis proportionate to other members. Any excess funds which the Pool determines are not needed for purposes of the Pool may be returned to the members pursuant to a distribution formula.

Note 8: Reconciliation of Government-Wide Financial Statements and Fund Financial Statements

The Government Funds Balance Sheet/Statement of Net Position includes an adjustments column. The adjustments have the following element:

- 1) capital improvements used in government activities are not financial resources and, therefore are not reported in the funds; and

CASTLEWOOD RANCH METROPOLITAN DISTRICT

Notes to Financial Statements December 31, 2020

- 2) long-term liabilities such as bonds payable and accrued bond interest payable, are not due and payable in the current period and, therefore, are not in the funds.

The Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balances/Statement of Activities includes an adjustments column. The adjustments have the following elements:

- 1) governmental funds report bond interest expense on the modified accrual basis; however, interest expense is reported on the full accrual method on the Statement of Activities;
- 2) governmental funds report deferred loss on refunding as expenditures when debt is first issued; however, this amount is deferred and amortized in the Statement of Activities; and
- 3) governmental funds report bond principal payments as expenditures; however, these costs are considered reductions in long-term debt for the Statement of Activities.

SUPPLEMENTAL INFORMATION

CASTLEWOOD RANCH METROPOLITAN DISTRICT

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - DEBT SERVICE FUND

For the Year Ended December 31, 2020

	Original & Final		Variance
	Budget	Actual	Favorable (Unfavorable)
REVENUES			
Property taxes	\$ 1,479,205	\$ 1,479,055	\$ (150)
Specific ownership taxes	118,336	127,593	9,257
Interest income	1,000	1,006	6
Total Revenues	1,598,541	1,607,654	9,113
EXPENDITURES			
Bond principal	835,000	835,000	-
Bond interest expense	413,187	413,187	-
Paying agent fees	2,500	495	2,005
Treasurer's fees	22,188	22,202	(14)
Total Expenditures	1,272,875	1,270,884	1,991
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	325,666	336,770	11,104
OTHER FINANCING SOURCES (USES)			
Transfer to/from other funds	140,000	140,000	-
Total Other Financing Sources (Uses)	140,000	140,000	-
CHANGE IN FUND BALANCE	465,666	476,770	11,104
FUND BALANCE - BEGINNING OF YEAR	1,037,452	909,780	(127,672)
FUND BALANCE - END OF YEAR	\$ 1,503,118	\$ 1,386,550	\$ (116,568)

The notes to the financial statements are an integral part of these statements.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - CAPITAL PROJECTS FUND

For the Year Ended December 31, 2020

	Original & Final <u>Budget</u>	<u>Actual</u>	Variance Favorable <u>(Unfavorable)</u>
REVENUES			
Tap fees/system development fees	\$ 20,000	\$ 203	\$ (19,797)
Total Revenues	<u>20,000</u>	<u>203</u>	<u>(19,797)</u>
EXPENDITURES			
Capital outlay	<u>297,935</u>	<u>-</u>	<u>297,935</u>
Total Expenditures	<u>297,935</u>	<u>-</u>	<u>297,935</u>
CHANGE IN FUND BALANCE	(277,935)	203	278,138
FUND BALANCE - BEGINNING OF YEAR	<u>277,935</u>	<u>276,071</u>	<u>(1,864)</u>
FUND BALANCE - END OF YEAR	<u>\$ -</u>	<u>\$ 276,274</u>	<u>\$ 276,274</u>

The notes to the financial statements are an integral part of these statements.

CASTLEWOOD RANCH METROPOLITAN DISTRICT

SUMMARY OF ASSESSED VALUATION, MILL LEVY AND PROPERTY TAXES COLLECTED

December 31, 2020

<u>Year Ended December 31,</u>	<u>Prior Year Assessed Valuation for Current Year Property Tax Levy</u>	<u>Mills Levied</u>		<u>Total Property Tax</u>		<u>Percent Collected to Levied</u>
		<u>General Fund</u>	<u>Debt Service</u>	<u>Levied</u>	<u>Collected</u>	
2007	\$ 24,762,944	5.000	35.000	\$ 947,013	\$ 990,716	104.61%
2008	\$ 29,340,820	5.000	35.000	\$ 1,173,632	\$ 1,174,362	100.06%
2009	\$ 30,160,350	5.000	35.000	\$ 1,206,414	\$ 1,204,031	99.80%
2010	\$ 30,356,650	5.000	35.000	\$ 1,214,266	\$ 1,215,299	100.09%
2011	\$ 30,440,450	5.000	35.000	\$ 1,217,618	\$ 1,217,391	99.98%
2012	\$ 25,238,930	5.000	40.000	\$ 1,135,752	\$ 1,127,121	99.24%
2013	\$ 25,272,020	5.000	40.000	\$ 1,137,241	\$ 1,137,299	100.01%
2014	\$ 25,019,205	5.000	40.000	\$ 1,125,864	\$ 1,124,823	99.91%
2015	\$ 25,309,700	5.000	40.000	\$ 1,138,937	\$ 1,138,769	99.99%
2016	\$ 32,356,280	5.000	35.000	\$ 1,294,251	\$ 1,294,256	100.00%
2017	\$ 32,966,130	5.000	35.000	\$ 1,318,645	\$ 1,318,648	100.00%
2018	\$ 36,359,050	5.000	35.000	\$ 1,454,362	\$ 1,443,135	99.23%
2019	\$ 36,940,500	5.000	35.000	\$ 1,477,620	\$ 1,477,481	99.99%
2020	\$ 42,263,000	5.000	35.000	\$ 1,690,520	\$ 1,690,349	99.99%
Estimated for year ending December 31, 2021	\$ 42,292,430	5.000	35.000	\$ 1,691,697		

NOTE

Property taxes collected in any one year include collection of delinquent property taxes levied and/or abatements or valuations in prior years. Information received from the County Treasurer does not permit identification of specific year assessment.

ADDITIONAL INFORMATION - UNAUDITED

CASTLEWOOD RANCH METROPOLITAN DISTRICT

LARGEST TAXPAYERS IN THE DISTRICT

December 31, 2020

(UNAUDITED)

	<u>Assessed Valuation</u>	<u>Percentage of District's Total Assessed Valuation</u>
Individual Homeowner #1	87,940	0.2079%
Individual Homeowner #2	77,780	0.1839%
Individual Homeowner #3	76,380	0.1806%
Individual Homeowner #4	76,290	0.1804%
Individual Homeowner #5	76,040	0.1798%
Individual Homeowner #6	74,030	0.1750%
Individual Homeowner #7	72,800	0.1721%
Individual Homeowner #8	70,910	0.1677%
Individual Homeowner #9	70,730	0.1672%
Individual Homeowner #10	68,740	0.1625%
	<u>751,640</u>	<u>1.7772%</u>

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CASTLEWOOD RANCH METROPOLITAN DISTRICT

SELECTED DEBT RATIOS

December 31, 2020

(UNAUDITED)

	<u>2020</u>
General Obligation Debt Outstanding	\$15,180,000
Assessed Value	\$42,292,430
Ratio of Debt to Assessed Value	35.89%

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer) \$ 79,243.82
4th Qtr. 2007	1/10/2008	173085	834 Cass Court	303.25				
		173085	806 Fairdale Court	303.25				
		173085	829 Mapleton Court	303.25				
		173085	6060 Lost Canyon Ranch Rd.	1,268.58				
		173085	7050 Fallon Circle	303.25				
		173085	7492 Weaver Circle	242.60	60.65 balance pd 10/24/08			
		173085	7293 Weaver Circle	242.60	60.65 balance pd 1/20/08			
		173085	7031 Weaver Circle	303.25				
				3,270.03	(100.00)	-	3,170.03	75,973.79
1st Qtr. 2008	4/4/2008	174648	7259 Weaver Circle	(60.65)		Adjustment - deducted 1st Qtr. Permit pulled before program started, then added back in.		
		174648	7411 Upton Court	303.25				
		174648	10 Sheldon Ave	303.25				
		174648	837 Kendrick Court	303.25				
		174648	865 Kendrick Court	303.25				
		174648	813 Kendrick Court	303.25				
		174648	813 Kendrick Court	303.25				
				1,516.25	(100.00)		1,416.25	74,457.54
2nd Qtr. 2008	7/18/2008	176685	330 Calhoun Cir.	303.25				
		176685	331 Calhoun Cir.	303.25				
		176685	6917 Groveton Cir.	303.25				
		176685	6933 Groveton Ave.	303.25				
		176685	439 Sudbury St.	303.25				
				1,516.25	(100.00)		1,416.25	72,941.29
3rd Qtr. 2008	10/24/2008		318 Calhoun Cir	303.25				
			317 Calhoun Cir	303.25				
			7492 Weaver Cir	60.65				
			771 Fairdale Court	303.25				
			283 Calhoun Cir	303.25				
				1,273.65	(100.00)		1,173.65	71,667.64
4th Qtr. 2008	1/20/2008	10444	7293 Weaver Circle	60.65				
		10444	780 Fairdale Court	303.25				
		10444	832 Fairdale Court	303.25				
				667.15	(100.00)		567.15	71,000.49
1st Qtr. 2009	1/10/2009	11528	625 Sudbury Place	303.25				
	1/29/2009	11528	789 Kendrick Court	303.25				
	3/13/2009		305 Calhoun Cir.	303.25				
				909.75	(100.00)		809.75	70,090.74
2nd Qtr. 2009	4/28/2009	13457	2543 Eastview Dr.	1,268.58	(100.00)		1,168.58	68,822.16
3rd Qtr. 2009			NONE	-			-	68,822.16
4th Qtr. 2009			NONE	-			-	68,822.16

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer) \$ 79,243.82
1st Qtr. 2010	3/17/2010	16933	7350 Upton Court	303.25	(100.00)		203.25	68,518.91
2nd Qtr. 2010			NONE	-			-	68,518.91
3rd Qtr. 2010	7/28/2010 9/10/2010	19741 19741	2541 Eastview Dr. 7435 Weaver Cir.	1,268.58 303.25				
				1,571.83	(100.00)		1,471.83	66,947.08
4th Qtr. 2010			NONE	-			-	66,947.08
1st Qtr. 2011	1/5/2011 4/20/2012	25981 25981	7411 Upton Ct. 7378 Upton Ct. 7378 Upton Ct.	- 60.65				
2nd Qtr. 2011			NONE	-				
3rd Qtr. 2011	9/15/2011		6199 Moulton Ct.	-				
4th Qtr. 2011	4/20/2012 4/20/2012	25981 25981	7693 Weaver Cir. 7398 Weaver Cir.	303.25 303.25				
				667.15	(100.00)		567.15	66,279.93
1st Qtr. 2012			NONE	-			-	66,279.93
2nd Qtr. 2012			NONE	-			-	66,279.93
3rd Qtr. 2012			NONE	-			-	66,279.93
4th Qtr. 2012	1/18/2013	30891	7001 Weaver Cir 7059 Weaver Cir 6240 Moulton Ct 7108 Weaver Cir 7084 Weaver Cir	303.25 303.25 1,268.58 303.25 303.25				
				2,481.58	(100.00)		2,381.58	63,798.35
1st Qtr. 2013	4/12/2013 4/12/2013	32009 32009	7093 Weaver Cir. 7576 Weaver Cir.	303.25 303.25				
				606.50	(100.00)		506.50	63,191.85
2nd Qtr. 2013	7/2/2013 4/12/2013	33513 33513	7201 Weaver Cir 7640 Weaver Cir	303.25 303.25				
				606.50	(100.00)		506.50	62,585.35

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer) \$ 79,243.82
3rd Qtr. 2013	10/11/2013	34984	7030 Weaver Cir	303.25				
			599 Sudbury St.	303.25				
			7714 Weaver Cir	303.25				
			7401 Weaver Cir	303.25				
			7167 Weaver Cir	303.25				
			571 Sudbury St	303.25				
			7628 Weaver Cir	303.25				
			653 Sudbury St	303.25				
			7601 Weaver Cir	303.25				
			519 Sudbury St	303.25				
			545 Sudbury St	303.25				
			465 Sudbury St	303.25				
			493 sudbury St	303.25				
			7152 Weaver Cir	303.25				
			7692 Weaver Cir	303.25				
				4,548.75	(100.00)		4,448.75	58,036.60
4th Qtr. 2013	1/27/2014	36313	7365 Upton Ct	303.25				
			760 Ellsworth Ct	303.25				
			763 Ellsworth Ct	303.25				
			784 Ellsworth Ct	303.25				
			7246 Weaver Cir	303.25				
				1,516.25	(100.00)		1,416.25	56,520.35
1st Qtr. 2014	4/11/2014	37525	788 Kendrick Ct	303.25				
			7186 Weaver Cir	303.25				
			7635 Weaver Cir	303.25				
			7659 Weaver Cir	303.25				
			772 Dutton Ct	303.25				
			717 Springvale Rd	303.25				
			705 Springvale Rd	303.25				
				2,122.75	(100.00)		2,022.75	54,397.60
2nd Qtr. 2014	7/21/2014	39265	7664 Weaver Cir	303.25				
			804 Dutton Ct	303.25				
			771 Dutton Ct	303.25				
			799 Dutton Ct	303.25				
			7367 Weaver Cir	303.25				
			722 Springvale Rd	303.25				
			7290 Weaver Cir	303.25				
			8218 Weaver Cir	303.25				
			7688 Weaver Cir	303.25				
				2,729.25	(100.00)		2,629.25	51,668.35
3rd Qtr. 2014	10/10/2014		693 Springvale Rd	303.25				
				303.25	(100.00)		203.25	51,365.10
4th Qtr. 2014	1/16/2015		6932 Groveton Ave	303.25				
			6918 Groveton Ave	303.25				
			226 Sheldon Ave	303.25				
				909.75	(100.00)		809.75	50,455.35

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer) \$ 79,243.82
Additional 4th Qtr 2014	3/27/2015		714 Springvale Rd	303.25				
			7344 Weaver Cir	303.25				
			405 Sheldon Ave	303.25				
			437 Sheldon Ave	303.25				
			430 Sheldon Ave	303.25				
			390 Sheldon Ave	303.25				
			2561 Eastview Dr	1,268.58				
				3,088.08	-		3,088.08	47,367.27
1st Qtr. 2015	4/10/2015		6895 Goveton Ave	303.25				
			224 Calhoun Cir	303.25				
			338 Sheldon Ave	303.25				
				909.75	(100.00)		809.75	46,457.52
2nd Qtr. 2015	7/10/2015	45057	2551 Eastview Dr.	1,268.58				
			160 Calhoun Cir	303.25				
			278 Sheldon Ave	303.25				
			2429 Eastview Dr	1,571.83				
			222 Sheldon Ave	1,571.83				
			178 Sheldon Ave	303.25				
			339 Sheldon Ave	1,571.83				
			302 Sheldon Ave	303.25				
			2438 Eastview Dr	1,268.58				
			6896 Groveton Ave	303.25				
			66 Ardmore St	1,571.83				
			6485 Lost Canyon Ranch Rd.	1,268.58				
			418 Sheldon Ave	303.25				
			306 Sheldon Ave	303.25				
414 Sheldon Ave	303.25							
				12,519.06	(100.00)		12,419.06	33,938.46
3rd Qtr. 2015	4/15/2016	49541	2407 Eastview Dr.	1,268.58				
			88 Ardmore St.	303.25				
			371 Sheldon Ave.	303.58				
			265 Sheldon Ave.	303.25				
			7035 Weaver Cir.	303.25				
			2429 Eastview Dr.		(303.25)	Overpayment Adjustment (Ref Ck #45057)		
			222 Sheldon Ave.		(1,268.58)	Overpayment Adjustment (Ref Ck #45057)		
			339 Sheldon Ave		(1,268.58)	Overpayment Adjustment (Ref Ck #45057)		
			66 Ardmore St.		(1,268.58)	Overpayment Adjustment (Ref Ck #45057)		
							2,481.91	
4th Qtr. 2015	4/15/2016	49541	7326 Upton Ct.	1,268.58		(payment should have only been a total of \$303.25 - overpaid by \$1,268.58)		
			7326 Upton Ct.	303.25				
			2463 Eastview Dr.	1,268.58				
				2,840.41			2,840.41	28,616.14

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer) \$ 79,243.82
1st Qtr. 2016	4/15/2016	49541	7343 Upton Ct. 7007 Fallon Cir. 131 Sheldon Ave. 2555 Eastview Dr. 2559 Eastview Dr. 2548 Eastview Dr. 7459 Weaver Cir.	303.25 303.25 303.25 1,268.58 1,268.58 1,268.58 303.25				
				5,018.74	(100.00)		4,918.74	23,597.40
2nd Qtr. 2016	7/15/2016	51090	136 Sheldon Ave. 82 Sheldon Ave. 79 Sheldon Ave.	303.25 303.25 303.25				
				909.75	(100.00)		809.75	22,687.65
3rd Qtr. 2016	10/14/2016	52937	266 Calhoun Cir 7028 Fallon Cir 2426 Eastview Dr. 250 Calhoun Cir	1,571.83 303.25 1,571.83 303.25	(payment should have only been \$303.25 - overpaid by \$1,268.58) (payment should have only been \$1,268.58 - overpaid by \$303.25)			
				3,750.16	(100.00)		3,650.16	18,937.49
4th Qtr. 2016	1/20/2017	54748	2563 Eastview Dr. 2560 Eastview Dr. 7319 Upton Ct 292 Calhoun Cir 7493 Weaver Cir 2554 Eastview Dr	1,268.58 1,268.58 303.25 303.25 303.25 1,268.58				
				4,715.49	(100.00)		4,615.49	14,222.00
4th Qtr. 2016	4/14/2017	56105	278 Calhoun Cir 2460 Eastview Dr.	303.25 1,268.58				
				1,571.83	(100.00)		1,471.83	12,650.17
1st Qtr. 2017	NONE							
2nd Qtr. 2017	7/14/2017	57818	304 Calhoun Cir 3567 Eastview Dr. 2540 Eastview Dr.	303.25 1,268.58 1,268.58				
				2,840.41	(100.00)		2,740.41	9,809.76
3rd Qtr. 2017	10/13/2017	59597	7378 Upton Ct. 7259 Weaver Cir.	242.60 (60.65)				
				181.95	(100.00)		81.95	9,627.81
4th Qtr. 2017								
1st Qtr. 2018								
2nd Qtr. 2018								
3rd Qtr. 2018								
4th Qtr. 2018								
1st Qtr. 2019								
2nd Qtr. 2019	7/12/2019	71687	6323 Lost Canyon Ranch Rd. 6802 Groveton Ave.	1,268.58 303.25				
				1,571.83	(100.00)		1,157.42	8,470.39
3rd Qtr. 2019								

Lift Station Payments

Period	Check Date	Chk No.	Address	Amount Collected	Town Fee	Amount Still Owing	Check Amount	Beginning Balance Owed District (Prepaid by Developer)
4th Qtr. 2019	11/25/2019		7483 Upton Ct.	303.25	(100.00)		203.25	\$ 79,243.82
1st Qtr. 2020								8,267.14
2nd Qtr. 2020								
3rd Qtr. 2020			7079 Fallon Circle	303.25	(100.00)		203.25	8,063.89
4th Qtr. 2020								
1st Qtr. 2020								
OFFSETTING AMOUNTS AGAINT OVERPAYMENTS			7326 Upton Ct.	(1,268.58)				
			266 Calhoun Cir	(1,268.58)				
			2426 Eastview Dr.	(303.25)				
			67 Ardmore St.	303.25				
			7459 Upton Ct.	303.25				
			176 Calhoun Cir	303.25				
			7103 Fallon Cir.	303.25				
			85 Ardmore St.	303.25				
			7387 Upton Ct.	303.25				
			198 Calhoun Cir.	303.25				
			212 Calhoun Cir.	303.25				
				(414.41)				
Total Amount Collected by Town				69,504.85				
					Total Amt Paid Less Fees	62,910.27		
							Beginning Balance	79,243.82
							Less Amount Collected	(69,504.85)
							Total Remaining	9,738.97

**SECOND AMENDMENT TO RESOLUTION NO. 2013-11-04
CASTLEWOOD RANCH METROPOLITAN DISTRICT
REGARDING COLORADO OPEN RECORDS ACT REQUESTS**

A. Castlewood Ranch Metropolitan District (the “**District**”) adopted on November 12, 2013, Resolution No. 2013-11-04 Regarding Colorado Open Records Act Requests, as amended by that certain Resolution No. 2014-11-03 First Amendment to Resolution No. 2013-11-04 Regarding Colorado Open Records Act Requests, adopted on November 5, 2014 (collectively, the “**Resolution**”).

B. The District desires to amend the Resolution due to a change in the District’s Official Custodian.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Castlewood Ranch Metropolitan District, Douglas County, Colorado:

1. Defined Terms. Capitalized terms used but not otherwise defined herein shall have the meaning ascribed to them in the Resolution.

2. Amendment to Section 1 of Resolution. Section 1 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

“1. Special District Management Service, Inc., the Manager for the District, is hereby designated as the “**Official Custodian**” of the public records of the District, as such term is defined in Section 24-72-202(2), C.R.S. Contact information for the Official Custodian is: Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228; (303) 987-0835.”

3. Except as expressly set forth herein, the Resolution continues to be effective without modification.

[SIGNATURE PAGE FOLLOWS]

**[SIGNATURE PAGE TO SECOND AMENDMENT TO RESOLUTION REGARDING
COLORADO OPEN RECORDS ACT REQUESTS]**

RESOLUTION APPROVED AND ADOPTED ON June 3, 2021.

**CASTLEWOOD RANCH
METROPOLITAN DISTRICT**

By: _____
President

Attest:

Secretary

Castlewood Ranch Metropolitan District



Detention Ponds Report

6/1/2021

Robert Graham

Project Manager Special District Management Services

Maintaining Stormwater Management Facilities

The quality of stormwater discharging to waterways relies heavily on the proper operation and maintenance of permanent control measures.

☐ Maintenance Procedures

- Routine Work-The majority of this work consists of regularly scheduled mowing and trash and debris pickups for stormwater management facilities during the growing season. This work also includes items such as the removal of debris/material that may be clogging the outlet structure well screens and trash racks. It may also include activities such as weed control, mosquito treatment and algae treatment. These activities normally will be performed numerous times during the year. These items can be completed without any prior notification to the Town.
- Minor Work-This work consists of a variety of isolated or small-scale maintenance/operational problems. Most of this work can be completed by a small crew, hand tools, and small equipment. These items require notification, at least 7 days prior to the start of work, to Castle Rock Water at 720-733-6000.

- Major Work- This work consists of larger maintenance/operational problems and failures within the stormwater management facilities. All of this work requires notification, at least 14 days prior to the start of work, to Castle Rock Water at 720-733-6000 to ensure the proper maintenance is performed. Some of this work requires that the engineering staff review the original design and construction drawings to assess the situation and assign the necessary maintenance. This work may also require more specialized maintenance equipment, design/details, surveying, or assistance through private contractors and consultants.

□ Detention Ponds and Constructed Wetland Ponds

- Inspect the pond at least annually. Note the amount of sediment in the forebay and look for debris at the outlet structure.
- Remove debris and litter from the pond as needed. This includes floating debris that could clog the outlet or overflow structure.
- If a reduction in cattails is desired, harvest them annually, especially in areas of new growth. Cut them at the base of the plant just below the waterline, or slowly pull the shoot out from the base. Cattail removal should be done during late summer to deprive the roots of food and reduce their ability to survive winter.

- Mosquito control may be necessary if the BMP is located in proximity to outdoor amenities. The Town provides annual mosquito control for all public and private facilities. This program includes larvae control only. Mosquitos are more difficult to control when they are adults. This typically requires neighborhood fogging with an insecticide. Therefore, no adult mosquito control is provided. For questions regarding the Town's mosquito control program, please contact the Utilities Department Stormwater Division at 720-733-6011.
- Remove sediment from the forebay before it becomes a significant source of pollutants for the remainder of the pond. More frequent removal will benefit long-term maintenance practices. For dry forebays, sediment removal should occur once a year. Sediment removal in wet forebays should occur approximately once every four years or when build up of sediment results in excessive algae growth or mosquito production. Ensure that the sediment is disposed of properly and not placed elsewhere in the pond.
- Removal of sediment from the bottom of the pond may be required every 10 to 20 years to maintain volume and deter algae growth. This typically requires heavy equipment, designated corridors, and considerable expense. Harvesting of vegetation may also be desirable for nutrient removal. When removing vegetation from the pond, take care not to create or leave areas of disturbed soil susceptible to erosion. If removal of vegetation results in disturbed soils, implement proper erosion and sediment control BMPs until vegetative cover is reestablished.

Pond 1 Tract A



- Pond 1 Tract A from forebay to the north.
- Willows and woody plant material that is impeding the flow of water to the outlet of the detention pond. Woody plant material removal needs to be part of regular detention pond maintenance.



Pond 1 Tract A



- Pond 1 Tract A Outlet Structure.
- Erosion of rip rap on emergency spillway.



Pond A Filing 2 Tract H (District)



- Pond A looking north from the sidewalk between Ardmore Street and Peabody Street.
- Willows and woody plant material that are impeding the flow of water to the outlet of the detention pond. Woody plant material needs to be removed as part of the regular maintenance of the detention pond.

Pond A Filing 2 Tract H (District)



- Willow tree needs to be removed.
- Mowing of the grasses should wait till the fall. In general, mowing should be done as needed to maintain appropriate height and control weeds.



- Remove debris and litter from the detention area as required to minimize clogging of the outlet.
- The outlet of the detention pond has debris and dirt that needs to be removed and disposed of correctly away from the detention pond so water can freely exit the pond.

Pond C Filing 1 Tract C



- Pond C Looking south from forebay to outlet.
- Both forebays are holding water.
- Remove sediment from the forebay before it becomes a significant source of pollutants for the remainder of the pond. More frequent removal will benefit long-term maintenance practices
- The outlet screen of the detention pond has debris and dirt that needs to be removed and disposed of correctly away from the detention pond so water can freely exit the pond.
- Algae growth is present in the pond. Removal of sediment from the bottom of the pond may be required every 10 to 20 years to maintain volume and deter algae growth.



Pond C Filing 1 Tract C



- The top picture is the forebay located at the north of the pond.
- The bottom picture is the forebay located at the east side of the detention pond.
- In the bottom picture the sediment and debris must be removed to improve the flow of water.



Pond J Filing 2 Tract I



- Outlet structure looking south.
- On the two ends of the outlet structures, the grates have been removed allowing children and animals to enter.
- Remove sediment from the forebay and trickle channel annually. If portions of the watershed are not developed, or if roadway or landscaping projects are taking place in the watershed, the required frequency of sediment removal in the forebay may be as often as after each storm event. The forebay should be maintained in such a way that it does not provide a significant source of resuspended sediment in the stormwater runoff.

Pond J Filing 2 Tract I



- Remove debris and litter from the detention area as required to minimize clogging of the outlet screens.
- In second picture another part of the outlet structure and debris located at the south end before the forebay.



Pond J Filing 2 Tract I



- The first forebay at the south end. Debris and woody material need to be removed.
- The second forebay to the north. The willows and wood material need to be removed.
- Remove sediment from the bottom of the basin when accumulated sediment occupies about 20% of the water quality design volume, or when sediment accumulation results in poor drainage within the basin. The required frequency may be every 15 to 25 years, or more frequently in basins where construction activities are occurring.



SDMS Detention Pond Maintenance Recommendations 2021

- Pond 1 Tract A - Removal of trash and woody plant material in forebay and outlet of pond. Additional rip rap to fill in the erosion.
- Pond A Filing 2 Tract H - Removal of trash and woody plant material in forebay and outlet of pond.
- Pond C Filing 1 Tract C - Removal of trash and woody plant material in forebay and outlet of pond. Removal of sediment from forebay to be disposed of off-site.
- Pond J Filing 2 Tract I - Removal of trash and woody plant material in forebay and outlet of pond. Removal of sediment from forebay to be disposed of off-site. Repair outlet structure missing grates.