

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE VILLAGES AT CASTLE ROCK METROPOLITAN DISTRICT NO.6 (THE “DISTRICT”) HELD OCTOBER 16, 2023

A special meeting of the Board of Directors of the Villages At Castle Rock Metropolitan District No. 6 (referred to hereafter as the “Board”) was convened on Monday, October 16, 2023, at 1:30 p.m., and held at Philip S. Miller Library, 100 South Wilcox Street, Castle Rock, Colorado 80104 and via Zoom videoconference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Stanley DePue, Treasurer
William Paris, Assistant Secretary
Nancy Boehler, Assistant Secretary
Eric Kubly, Assistant Secretary

Also, In Attendance Were:

David Solin; Special District Management Services, Inc.

Suzanne M. Meintzer, Esq.; McGeady Becher P.C.

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

Ron McCune, Steve Nickell, Rochelle Nickell and Matt Sanders; District Residents

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested 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 statute. Attorney Meintzer noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

ADMINISTRATIVE MATTERS

Quorum/Confirmation of Meeting Location/Posting of Notice: Mr. Solin confirmed the presence of a quorum.

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The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, and upon motion duly made by Director Paris, seconded by Director Boehler, and upon vote unanimously carried, the Board determined to conduct the meeting at the above-stated date, time and location, which is within 20-miles of the District. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

Agenda: The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Paris, seconded by Director Boehler, and upon vote unanimously carried, the Board approved the Agenda, as amended, and excused the absence of Director Martin.

Appointment of Acting President: The Board discussed an appointment of Acting President. Following discussion, upon motion duly made, seconded, and unanimously carried, the Board appointed Director DePue as acting president for the meeting.

Minutes of July 10, 2023 Special Meeting: The Board reviewed the Minutes of the July 10, 2023 Special Meeting. Following review and discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board approved the Minutes.

Resignation and Appointment of Secretary to the Board: Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler and, upon vote, unanimously carried, the Board accepted the resignation of Ann Finn as Secretary to the Board, and appointed David Solin as the non-elected recording Secretary to the Board.

Resolution No. 2023-10-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices: The Board discussed the business to be conducted in 2024. Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board adopted Resolution No. 2023-10-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices and determined to hold 2024 meetings on June 10, 2024 and October 7, 2024 at 1:30 p.m. via Zoom videoconference.

PUBLIC COMMENT

There were no public comments.

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FINANCIAL MATTERS

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

Fund	Period ending June 30, 2023	Period ending July 31, 2023	Period ending Aug. 31, 2023	Period ending Sep. 30, 2023
General	\$ 9,221.12	\$ 8,808.09	\$ 6,697.78	\$ 10,127.36
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 9,221.12	\$ 8,808.09	\$ 6,697.78	\$ 10,127.36

Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler and, upon vote unanimously carried, the Board ratified approval of the payment of the claims.

Unaudited Financial Statements and Cash Position: Ms. Ross reviewed the unaudited financial statements and statement of cash position for the period ending September 30, 2023 with the Board. Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board accepted the unaudited financial statements and statement of cash position.

2023 Audit Preparation: Following discussion, upon motion duly made by Director DePue, seconded by Director Paris, and upon vote unanimously carried, the Board approved the engagement of Dazzio & Associates, PC to perform the District's 2023 Audit, for an amount not to exceed \$5,600.

Public Hearing on Amendment to 2023 Budget: Acting President DePue opened the public hearing to consider an amendment to the 2023 Budget.

It was noted that publication of a Notice stating that the Board would consider amendment of the 2023 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 the public hearing.

No public comments were received, and the public hearing was closed.

It was noted that an amendment to the 2023 Budget was not required.

Public Hearing on 2024 Budget: Acting President DePue opened the public hearing to consider the proposed 2024 Budget and to discuss related issues.

It was noted that a Notice stating that the Board would consider adoption of the 2024 budget and the date, time and place of the public hearing was published

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pursuant to statute. No written objections were received prior to the public hearing.

The members of the public in attendance asked multiple questions regarding the mill levies, debt payments, the Intergovernmental Agreement with the Town of Castle Rock regarding Fire Protection, and other District expenses and revenues. The Board Members and District Staff responded to these questions and the public hearing was closed at approximately 3:15 p.m.

The Board reviewed the estimated 2023 expenditures and the proposed 2024 expenditures.

Upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board approved the 2024 Budget, as discussed, and considered adoption of Resolution No. 2023-10-02 to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-10-03 to Set Mill Levies (3.200 mills in the General Fund, 63.786 mills in the Debt Service Fund, and 10.000 mills for Fire Protection and Emergency Response for a total mill levy of 76.986 mills.) Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County no later than January 10, 2024. Mr. Solin was directed to transmit the Certification of Budget to the Division of Local Government no later than January 30, 2024.

Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan: Attorney Meintzer discussed the Resolution 2023-10-04, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan with the Board. Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board adopted Resolution 2023-10-04, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.

DLG-70 Mill Levy Certification Form: Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board authorized the District Accountant to prepare and for Director DePue or Director Paris to sign the DLG-70 Mill Levy Certification Form for certification to the Board of County Commissioners and other interested parties.

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Preparation of 2025 Budget: Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler, and upon vote unanimously carried, the Board appointed the District Accountant to prepare the District's 2025 Budget and set the 2025 Budget Hearing for October 7, 2024.

LEGAL MATTERS

Section 32-1-809, C.R.S. Requirements (Transparency Notice): Attorney Meintzer discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed that the Special District Transparency Notice be posted on the Special District Association website and the District website.

Resolution No. 2023-10-05, Resolution Amending Policy on Colorado Open Records Act Requests: Attorney Meintzer discussed Resolution No. 2023-10-05, Resolution Amending Policy on Colorado Open Records Act Requests with the Board. Following discussion, upon motion duly made by Director DePue, seconded by Director Boehler and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-10-05, Resolution Amending Policy on Colorado Open Records Act Requests.

Intergovernmental Agreement with Town of Castle Rock: Attorney Meintzer discussed the Intergovernmental Agreement with Town of Castle Rock concerning fire protection and emergency services with the Board. The Board noted there are no anticipated changes at this time.

OPERATION AND MAINTENANCE

Cyber Security and Increased Crime Coverage: Attorney Meintzer discussed cyber security issues and increased crime coverage options with the Board. Following discussion, upon motion duly made by Director Paris, seconded by Director DePue and, upon vote, unanimously carried, the Board authorized an increase in crime coverage to \$100,000.

Detention Pond Maintenance: Mr. Solin discussed the detention pond maintenance with the Board. No action was taken.

OTHER MATTERS

2024 Statement of Work with CLA: Ms. Ross discussed the 2024 Statement of Work for Accounting Services with the Board. Following discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the Statement of Work for Accounting Services with CLA.

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ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By  _____
Secretary for the Meeting