

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

THE CANYONS METROPOLITAN DISTRICT NO. 6

Held: Thursday, November 19, 2020 at 1:00 p.m. via teleconference.

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.

Attendance

The special meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve, were in attendance.

Mark Nickless  
Matt Deibel  
Amber Sands

Directors Handlin and Nelson were absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present were Clint C. Waldron, Esq. White Bear Ankele Tanaka & Waldron, District General Counsel, and Shelby Clymer, CliftonLarsonAllen, District Accountant

Call to Order

Director Mark Nickless called the meeting to order.

Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures

Mr. Waldron reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Waldron inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. Director Nickless disclosed he is doing contract work for Alpert's for the negotiation of a water line with Parker & Water and Sanitation. The participation of the

members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

The Board reviewed the proposed agenda. Following discussion, upon motion duly made and seconded, the Board unanimously approved the agenda as presented.

Public Comment

None.

**Consent Agenda**

The Board reviewed the items on the consent agenda. Mr. Waldron advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- September 21, 2020 and September 28, 2020 Special Meeting Minutes
- Claims Listing in the amount of \$41,190.45
- Special District Disclosure Notices Pursuant to §32-1-809, C.R.S.
- Resolution Designating Districts' 24-Hour Posting Location

**Legal Matters**

Consider Adoption of 2021 Annual Administrative Resolution

Mr. Waldron reviewed the 2021 Annual Administrative Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Review Insurance Property and Liability Schedule and Limits

Mr. Waldron reviewed the Property and Liability Insurance Schedule and Limits with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the Property and Liability Schedule and Limits with no change to the limits, and directed legal counsel to bind coverage.

Other Legal Matters

None.

**Financial Matters**

Consider Acceptance of Unaudited Financial Statements

Ms. Clymer reviewed the September 30, 2020 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the financial statements.

Consider Approval and Adoption of Resolution Regarding Acceptance of Verified Costs	Ms. Clymer reviewed the Resolution Regarding Acceptance of Verified Costs with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved and adopted the Resolution Regarding Acceptance of Verified Costs.
Consider Approval of Requisition No. 12	Ms. Clymer notified the Board that the project funds have been depleted and there will be no more requisitions.
Public Hearing on 2020 Budget Amendment	Not needed.
Consider Adoption of Resolution Amending 2020 Budget	Not needed.
Public Hearing on 2021 Budget	Director Nickless opened the public hearing on the proposed 2021 Budget. Mr. Waldron noted that the notice of public hearing was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.
Consider Adoption of 2021 Budget Resolution	Ms. Clymer reviewed the 2021 Budget and Budget Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the resolution adopting the 2021 Budget, appropriating funds therefor and certifying 1.112 mills general fund and 11.132 mills debt service fund.
Consider Approval of Auditor Proposal for 2020 Audit	Ms. Clymer reviewed the Auditor Proposal for 2020 Audit with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal from Dazzio & Associates not to exceed \$5,200.
Discuss Credit PIF Collection Services Agreement and Agreement Regarding Remittance of Public Improvement Fees Relating to Construction Activities	Ms. Clymer provided an update to the Board on the status of the agreement with the City of Castle Pines (the “City”), where the City would take on the collection of Public Improvement Fees, rather than individuals making separate payments to the District and the City. Ms. Clymer explained that the funds would then be remitted by the City to a District held and maintained account, with CliftonLarsonAllen responsible for ensuring the correct amounts are collected and recorded. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the amendments to the agreements subject to final review by Director Nickless, the District accountant and legal counsel.

Other Financial Matters

None.

**Other Business**

Update on FAQ

Mr. Waldron noted he is working on revisions to the FAQ based on comments received.

**Adjourn**

There being no further business to come before the Board, and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

*Matthew J Deibel*  
[Matthew J Deibel \(Feb 18, 2021 13:28 MST\)](#)

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Secretary for the Meeting

The foregoing minutes were approved on the 8th day of February, 2021.