

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
THE CANYONS METROPOLITAN DISTRICT NO. 7 (THE "DISTRICT")
HELD
JUNE 9, 2021

A special meeting of the Board of Directors of the Canyons Metropolitan District No. 7 (referred to hereafter as the "Board") was convened on June 9, 2021, at 9:00 a.m. 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 was held via Zoom. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Jeff Kappes, President
Skyler Hager, Vice-President/Secretary
Teresa Kershisnik, Treasurer
Michele Miller, Assistant Secretary
Jessica McDonagh, Assistant Secretary

Also, In Attendance Were:

Denise Denslow and Shelby Clymer; CliftonLarsonAllen LLP ("CLA"), District Manager and Accountant;
Zachary P. White, Esq.; White Bear Ankele Tanaka & Waldron P.C. ("WBA"), District General Counsel; and
Ryan McDermed; Shea Canyons, LLC, Construction Manager

ADMINISTRATIVE MATTERS

Call to Order/Declaration of Quorum: Director Kappes called the meeting to order at 9:04 a.m.

Director Conflict of Interest Disclosures: Mr. White advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. White 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. White 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. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

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Approval of Agenda: The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Kershnik, seconded by Director Hager and, upon vote, unanimously carried, the Board approved the Agenda, as presented.

Minutes of May 12, 2021 Special Meeting: The Board reviewed the Minutes of the May 12, 2021 Special Meeting. Following review and discussion, upon motion duly made by Director Miller, seconded by Director Hager and, upon vote, unanimously carried, the Board approved the Minutes, as presented.

Public Comment: There was no public comment.

FINANCIAL MATTERS

Payables and Schedule of Cash Position: Ms. Clymer reviewed the Payables and Schedule of Cash Position with the Board. Following review and discussion, upon a motion duly made by Director Kershnik, seconded by Director McDonagh and, upon vote, unanimously carried, the Board approved the Payables and Schedule of Cash Position noting the total for the claims is \$746,301.22.

Proposal from North Slope Capital Advisors for Developer Advance and Reimbursement Interest Rate Comfort: Director Kershnik briefed the Board on her request for this proposal. After discussion, it was determined that this item was not needed at this time. No action taken by the Board.

Other: None.

LEGAL MATTERS

Engagement Letter with Altitude Community Law for Special Counsel Services re Covenant Enforcement: Mr. White reviewed the proposal received by Altitude Community Law. Following discussion, upon a motion duly made by Director Miller, seconded by Director Kappes and, upon vote, unanimously carried, the Board approved the Engagement Letter with Altitude Community Law for Special Counsel Services re Covenant Enforcement determining that with the number of residents moving in, that the base level retainage option for \$2,400 annually/\$200 per month would be appropriate.

Request for Public Access Easement Agreement and Drainage Easement Agreement with the City of Castle Pines: Mr. White briefed the Board on the need for a drainage access easement for North Canyons in Filing 1, 3rd Amendment. The property is currently owned by Shea Homes, but will be ultimately owned by Canyons Metropolitan District No. 7. No action was needed by the Board at this time.

Other: None.

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MANAGER / OPERATIONS MATTERS

Managers' Report: Ms. Denslow reported that there is one covenant violation which Altitude Community Law will be consulted upon their engagement. The CACC is processing fence and landscaping installation requests on a biweekly basis.

Other: None.

CONSTRUCTION MATTERS

Summary and Status of Construction Matters, Review Construction Manager Board Communication: Mr. McDermed reviewed the memorandum provided in the packet. He noted that there have been 48 weather delay days since February.

Independent Contractor Agreements:

Independent Contractor Agreement with A.G. Wassenaar, Inc. for Construction Testing and Observation Services for Filing 1, 2nd Amendment (Ph. 4 PWSD & Ph. 5 CoCP) "The Claw": Mr. McDermed reviewed the Agreement with the Board. Following review and discussion, upon a motion duly made by Director Miller, seconded by Director Kershnik and, upon vote, unanimously carried, the Board approved the Independent Contractor Agreement with A.G. Wassenaar, Inc. for Construction Testing and Observation Services for Filing 1, 2nd Amendment (Ph. 4 PWSD & Ph. 5 CoCP) "The Claw".

Independent Contractor Agreement with Aztec Consultants, Inc. for Surveying Services for Filing 1, 2nd Amendment (Ph. 3 PWSD & Ph. 5 CoCP) "The Claw": Mr. McDermed reviewed the Agreement with the Board. Following review and discussion, upon a motion duly made by Director Kappes, seconded by Director Hager and, upon vote, unanimously carried, the Board approved the Independent Contractor Agreement with Aztec Consultants, Inc. for Surveying Services for Filing 1, 2nd Amendment (Ph. 3 PWSD & Ph. 5 CoCP) "The Claw".

Change Orders:

Change Order No. 2 to Canyons Ramble Park Phase 1 Construction Agreement with BrightView Landscape Development Inc., in the deductive amount of -\$41,345.96: Following discussion, upon a motion duly made by Director Miller, seconded by Director Kershnik and, upon vote, unanimously carried, the Board approved Change Order No. 2 to Canyons Ramble Park Phase 1 Construction Agreement with BrightView Landscape Development Inc., in the deductive amount of -\$41,345.96.

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Change Order No. 1 to Canyons Filing 1, 6th Amendment Construction Agreement with Reynolds Construction, LLC, in the amount of \$121,958.28: Following discussion, upon a motion duly made by Director Hager, seconded by Director Miller and, upon vote, unanimously carried, the Board approved Change Order No. 1 to Canyons Filing 1, 6th Amendment Construction Agreement with Reynolds Construction, LLC, in the amount of \$121,958.28.

Change Order No. 2 to Canyons Filing 1, 6th Amendment Construction Agreement with Reynolds Construction, LLC, in the amount of \$17,845.00: Following discussion, upon a motion duly made by Director Kappes, seconded by Director Kershisnik and, upon vote, unanimously carried, the Board approved Change Order No. 2 to Canyons Filing 1, 6th Amendment Construction Agreement with Reynolds Construction, LLC, in the amount of \$17,845.00.

Construction Agreements:

None.

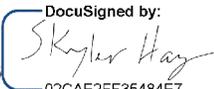
OTHER BUSINESS

Mr. White briefed the Board on legislative issues. He noted that SB 262 (the District Transparency Bill) was passed and is with the Governor for signature. He stated that the District is already in compliance with the requirements, outside of the additional notification provisions that will be a part of the next election cycle. Mr. White also informed the Board that there is a bill, also waiting for the Governor's signature, regarding the continued use of virtual platforms for regular and special district meetings moving forward. Consensus was to maintain the Canyons Metropolitan District No. 7 as virtual for the time being. Mr. White will prepare a resolution to that effect upon the Governor's signature being completed.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Miller, seconded by Director Hager, the meeting was adjourned at 9:38 a.m.

Respectfully submitted,

By  _____
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Secretary for the Meeting

Certificate Of Completion

Envelope Id: FADF6F92DD7F43D3BEC6D23A8D43B18C	Status: Completed
Subject: Please DocuSign: 2. Minutes 06-09-21.pdf	
Client Name: Canyons MD No. 7	
Client Number: 011-043719-OS03-2021	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kathy Suazo
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Kathy.Suazo@claconnect.com
	IP Address: 67.137.57.251

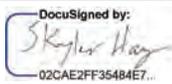
Record Tracking

Status: Original	Holder: Kathy Suazo	Location: DocuSign
8/11/2021 7:07:10 PM	Kathy.Suazo@claconnect.com	

Signer Events

Skyler Hager
 skyler.hager@sheahomes.com
 Secretary
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Uploaded Signature Image
 Using IP Address: 208.46.68.122

Timestamp

Sent: 8/11/2021 7:08:18 PM
 Viewed: 8/12/2021 9:17:06 AM
 Signed: 8/12/2021 9:17:11 AM

Electronic Record and Signature Disclosure:
 Accepted: 8/12/2021 9:17:06 AM
 ID: 093f08ad-f8a9-4cd5-a972-19beb1db3d5c

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	8/11/2021 7:08:18 PM
Certified Delivered	Security Checked	8/12/2021 9:17:06 AM
Signing Complete	Security Checked	8/12/2021 9:17:11 AM
Completed	Security Checked	8/12/2021 9:17:11 AM

Payment Events	Status	Timestamps
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