

RECORD OF PROCEEDINGS

MINUTES OF A MEETING OF
THE BOARD OF DIRECTORS OF
THE CANYONS METROPOLITAN DISTRICT NO. 7 (THE "DISTRICT")
HELD
August 9, 2023

A regular meeting of the Board of Directors of The Canyons Metropolitan District No. 7 (referred to hereafter as the "Board") was convened on Wednesday, August 9, 2023, at 10:00 a.m. This meeting was held via Zoom and was open to the public.

ATTENDANCE

Directors In Attendance Were:

Michele Miller, President
Dennett Hutchinson, Vice President/Secretary
Jessica McDonagh, Treasurer
Jeff Kappes, Assistant Secretary
Derek Zahler, Assistant Secretary

Also, In Attendance Were:

Denise Denslow, Stephanie Odewumi, Ashley Heidt and Carrie Beacom;
CliftonLarsonAllen LLP ("CLA"), District Manager and Accountant
Zachary P. White, Esq., White Bear Ankele Tanaka & Waldron P.C., District
General Counsel
Ryan McDermed; Shea Canyons, LLC, Construction Manager
Will Medellin; BrightView Landscaping
Michael Penny; Castle Pines City Manager
Larry Nimmo; City of Castle Pines

ADMINISTRATIVE MATTERS

Call to Order/Declaration of Quorum: Denise Denslow called the meeting to order at 10:03 a.m. A quorum was confirmed.

Director Conflict of Interest Disclosures: Attorney White advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Attorney 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. Attorney 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 review, upon motion duly made by Director Kappes, seconded by Director Miller and, upon vote, unanimously carried, the Board approved the Agenda, as amended to reorder the agenda items to allow the City to present before the balance of the meeting..

Public Comment: None.

CONSENT AGENDA

Ms. Denslow presented the Board with the Consent Agenda items. Upon motion duly made by Director McDonagh, seconded by Director Hutchinson and, upon a vote, the Board unanimously took the following actions:

- a. Approval of Minutes of July 12, 2023 Regular Meeting

FINANCIAL MATTERS

Payables: Ms. Beacom reviewed the payables with the Board. Following review, upon a motion duly made by Director McDonagh, seconded by Director Hutchinson and, upon vote, unanimously carried, the Board approved the payables, as presented.

June 30, 2023 Financial Statements: Ms. Beacom reviewed the June 30, 2023 Financial Statements with the Board. Following review, upon a motion duly made by Director McDonagh, seconded by Director Hutchinson and, upon vote, unanimously carried, the Board accepted the June 30, 2023 Financial Statements, as presented.

Schedule of Cash Position and Property Tax Reconciliation: Ms. Beacom reviewed the Schedule of Cash Position and Property Tax Reconciliation with the Board. Following review, upon a motion duly made by Director McDonagh, seconded by Director Hutchinson and, upon vote, unanimously carried, the Board approved the Schedule of Cash Position and Property Tax Reconciliation, as presented.

Aging Report: Ms. Odewumi reviewed the Aging Report with the Board. Director Miller asked for confirmation that the homes in the 90-day column would go to collections. The Board directed staff to follow the collection policy for homes that were discussed.

MANAGER / OPERATIONS MATTERS

Managers' Report: Ms. Denslow provided an update to the Board noting that they are reviewing Design Review Requests and conducting site visits.

Covenant Enforcement Report: Ms. Odewumi reviewed the Report with the Board, noting fourteen addresses for landscape installations that have reached the point that would now require legal action. The Board directed staff to work with legal counsel regarding the fourteen homes.

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BrightView Monthly Maintenance Report: Mr. Medellin provided an update on the general maintenance items.

Playground Safety Solutions Estimate for Additional Mulch at Ramble Park: Ms. Odewumi reviewed the estimate with the Board. Following discussion, upon a motion duly made by Director Miller, seconded by Director McDonagh and, upon vote, unanimously carried, the Board ratified approval of the Playground Safety Solutions Estimate for Additional Mulch at Ramble Park in the amount of \$2,500.00.

Other: Ms. Odewumi noted a request received from Mr. McDermed to schedule budgeting discussions. Mr. Odewumi will coordinate.

CONSTRUCTION MATTERS

Summary and Status of Construction Matters, Review Construction Manager Board Communication: Mr. McDermed provided an update to the Board on construction matters, noting the weather is still impacting construction.

Independent Contractor Agreements: None.

Change Orders: None.

Construction Agreements: None.

LEGAL MATTERS

O&M Mill Levy and Public Improvements Maintenance Agreement with the City of Castle Pines: Castle Pines City Manager Michael Penny gave a brief history of the City of Castle Pines and the various metropolitan districts located within Castle Pines. Mr. Penny presented to be Board the basis for the City's proposed park and recreation mill levy ballot issue that would replace mills currently imposed by metropolitan districts in the City. The City intends, if the mill levy is approved, to enter into agreements with the metropolitan districts to require a permanent reduction in the metropolitan district's mill levy and conveyance of public park and recreation improvements to the City for maintenance.

The members of the Board discussed questions about maintaining an expected level of service by the City, how reimbursements for advances can be funded, and the improvements the City will accept for ownership.

Ms. Denslow asked where streetscapes fall into the discussions and/or decision. Mr. Penny noted that this would be included in the maintenance agreement. The City would be taking over all stormwater, including irrigation and irrigation repairs. He further noted the parks, recreation and open trails are the main goal.

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Director Kappes asked about the ballot question going in front of City Council on August 29th and what would the next steps be for the District.

Attorney White noted that the City is seeking a vote from the District in support of the ballot issue, and if the Board is in favor, it can adopt a resolution in favor before election day. Ballots will not go out to the public until October so there is still time for further discussions.

Director Hutchinson noted that the maintenance has been held to a high standard while Shea is building out. He asked whether the quality of the maintenance would remain the same if the City took it over.

Further discussion ensued, including questions related to public access to the parks and how reservations would be handled.

Attorney White will continue to discuss with the City and report back to the Board at the next meeting.

Management and Accounting Services with CliftonLarsonAllen: Attorney White noted that CLA has approached the District regarding their contract and fees. This item will be discussed during executive session.

Executive Session for the following purposes: Discussing matters subject to negotiation and strategy pursuant to § 24-6-402(4)(e), C.R.S. related to Management and Accounting Services Agreements with CliftonLarsonAllen: Upon a motion duly made by Director Miller, seconded by Director Kappes and, upon vote, unanimously carried, the Board entered into an executive session at 11:02 a.m.

The Board exited the executive session at 11:18 a.m. No action was taken.

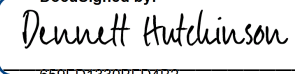
OTHER BUSINESS

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 11:18 a.m.

Respectfully submitted,

By 
Secretary for the Meeting

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Client Number: A509726-OS03-2023	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Kathy Suazo
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
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Kristine Stone
 kstone@wbapc.com
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Envelope Summary Events	Status	Timestamps
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