

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF  
THE CANYONS METROPOLITAN DISTRICT NO. 7 (THE “DISTRICT”)  
HELD MARCH 11, 2026**

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, March 11, 2026, 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  
Dennet Hutchinson, Vice President  
Sue Zloth, Assistant Secretary  
Jessica McDonagh, Treasurer  
Dennis Stevens, Member At Large

Also in Attendance Were:

Ben McDowell, Hannah Wasson, Ariel Fuqua, and Victoria Filippi; Advance HOA Management  
Tate Crosby; WBA, P.C., District General Counsel  
Dave Birt; Shea Canyons, LLC, Construction Manager  
Will Medellin; BrightView Landscape

**ADMINISTRATIVE MATTERS**

**Call to Order:** Upon a motion by Director Zloth, seconded by Director Daily, unanimously carried the meeting was called to order at 10:04 a.m.

**Declaration of Quorum/ Director Conflict of Interest**

**Disclosures:** A quorum was confirmed. Mr. McDowell reported that disclosures for those directors that provided WBA, P.C. 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. McDowell inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest regarding 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.

**Appointment Of Officer:** Following discussion, upon a motion duly made by Director McDonagh, seconded by Director Hutchinson, and upon vote, unanimously carried, the following slate of officers were appointed for the District:

President: Michele Miller  
Vice President: Dennis Stevens  
Treasurer: Jessica McDonagh  
Secretary: Dennett Hutchinson  
Assistant Secretary: Sue Zloth

**Approval of Agenda:** Upon a motion by Director McDonagh seconded by Director Stevens, the Board unanimously approved the Agenda.

## **PUBLIC COMMENTS**

None.

## **CONSENT AGENDA**

**Consider Approval of Minutes of Regular Meeting held February 11, 2026, and Special Meeting held February 10, 2026:** Upon a motion duly made by Director Zloth, seconded by Director Stevens and, upon vote, unanimously carried, the Board approved/ratified the Consent Agenda items subject to adding clarifying language to the artificial turf replacement item.

## **FINANCIAL MATTERS**

**Consider Approval/Ratification of Payables:** Ms. Filippi reviewed the payables with the Board. Following review, upon a motion made by Director Hutchinson, and seconded by Director Zloth, the Board unanimously approved the payables, as presented.

**Consider Approval of Unaudited Financial Statements for Period ending January 31, 2026:** Ms. Filippi reviewed the Financial Statements with the Board. Following review and discussion, upon a motion duly made by Director Stevens, seconded by Director Zloth, and upon vote, unanimously carried, the Board accepted the Unaudited Financial Statements.

## **LEGAL MATTERS**

**Update re Intergovernmental Agreement with the City of Castle Pines, Colorado re Park and Recreation Ownership, Operation, and Maintenance:** Ms. Crosby provided an update to the Board regarding the IGA. She noted that the draft communication to residents will be reviewed by the Board prior to being sent to the membership following the completion of the turnover to the City of Castle Pines.

**Settlement and Release Agreements for Drainage Reimbursements:** Following discussion, upon a motion made by Director Stevens, and seconded by Director McDonagh, the Board unanimously approved to authorize Director Daily and Director Hutchinson to review and approve the Settlement and Release Agreements for Drainage Reimbursements for ratification at the next meeting.

**MANAGER/OPERATIONS  
MATTERS**

**Consider Approval of Backflow Replacement in First Light Park Bathroom:** Mr. McDowell provided an overview of the proposals, noting that next winter the bathroom will be winterized. Following review and discussion, upon a motion duly made by Director Zloth seconded by Director Stevens, and upon vote, unanimously carried, the Board unanimously approved the Backflow Replacement in First Light Park Bathroom Proposal from Frontier Mechanical.

**Consider Approval of Native Seed and Soil Application:** Mr. McDowell provided an overview of the proposal noting that this will be submitted for reimbursement from the City of Castle Pines. Following review and discussion, upon a motion duly made by Director Zloth seconded by Director Stevens, and upon vote, unanimously carried, the Board unanimously approved the Bright View Proposal for Native Seed and Soil Application.

**Consider Approval of Proposal for Installing Unions to Backflow Preventers:** Mr. McDowell reviewed the proposal noting that this will be submitted for reimbursement from the City of Castle Pines. Following review and discussion, upon a motion duly made by Director Zloth seconded by Director Stevens, and upon vote, unanimously carried, the Board unanimously approved the Bright View Proposal for Installing Unions to Backflow Preventers.

**Consider Approval of Advance HOA Management Exhibit B Amendment:** Mr. McDowell reviewed the proposal. Following review and discussion, upon a motion duly made by Director Hutchinson seconded by Director Stevens, and upon vote, unanimously carried, the Board unanimously approved the Advance HOA Management Exhibit B Amendment.

**Manager's Report:** Mr. McDowell presented the Manager Report to the Board noting key topics. He noted that management is escalating violations in accordance with the District Covenant Counsel's recommendations.

**BrightView Monthly Maintenance Report:** Mr. Medellin presented the February Maintenance Report and highlighted several key topics. He noted that the backflow cages were audited, and the project to address drainage issues behind First Light Park is currently in progress.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

There being no further business to come before the Board at this time, following a motion and a second, unanimously carried, the meeting was adjourned at 10:58 a.m.

Respectfully submitted,

By \_\_\_\_\_

Secretary for the Meeting