

**RECORD OF PROCEEDINGS  
MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
CHAPEL HEIGHTS METROPOLITAN DISTRICT**

**HELD:** The 31<sup>st</sup> day of August, 2020 at 10:00 a.m. (or as soon thereafter as the Boards determined), via video conference.

**ATTENDANCE:**

“Due to the COVID 19 situation and State of Colorado recommendations and orders regarding public meetings, the board met via teleconference. Anyone wishing to listen to the meeting may dial in to the conference call-in number provided. Participants will be limited to commenting only during the public comment portion of the agenda or specific public hearings as required.”

A regular meeting of the Board of Directors of Chapel Heights Metropolitan District, City of Colorado Springs, County of El Paso, Colorado, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Lee Eisenheim, President  
Rich Vorwaller, Secretary  
James Byers, Assistant Secretary  
Patrick Jarrett, Treasurer

There is one vacancy on the Board.

Also present was Russell W. Dykstra of Spencer Fane LLP.

All Board members and consultants appeared via video conference.

**CALL TO ORDER:**

The meeting was called to order at 10:05 a.m. It was confirmed that a quorum was present for the purpose of conducting a regular meeting of the Board of Directors of the Chapel Heights Metropolitan District.

**AGENDA:**

The Board reviewed the Agenda for the meeting and upon motion duly made seconded and upon vote unanimously carried, the Board approved the Agenda as presented.

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:**

The Board noted that transactional disclosure statements had been filed on behalf of the members of the Board of Directors with the office of the Colorado Secretary of State and with the Secretary of the Districts. Upon motion duly made, seconded and upon vote unanimously carried, the Board directed that said disclosures be incorporated.

**PUBLIC COMMENTS:**

None.

**EXECUTIVE SESSION:**

None.

**APPROVAL OF MINUTES:**

The Board reviewed the Minutes of the organizational meeting of the Board held on June 29, 2020. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board approved the Minutes as presented.

**FINANCIAL MATTERS:**

The Board discussed engaging CliftonLarsonAllen LLP as the District Accountant. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board authorized the engagement of CliftonLarsonAllen LLP.

**ATTORNEY ITEMS:**

- a. Consider for Approval Proposal for Independent Professional Engineer's Review of Costs Incurred and Verification of Costs Associated with the Design and Construction of Public Improvements from Schedio Group LLC. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board approved the proposal as presented.
- b. Consider Ratification of Plat Acceptance. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board approved the acceptance of the community center, tracts and common/open space areas, maintenance and internal roads.

**DIRECTOR ITEMS:**

Discussion ensued regarding fees and CCRs. Following discussion and upon motion duly made, seconded and upon vote unanimously carried, the Board approved the fees and CCRs subject to legal review. The Board authorized the President and Secretary to sign the final documents and to direct CliftonLarsonAllen to prepare a working budget and fee structure in conjunction with the developer to determine working and monthly operation and maintenance fee structure.

**OTHER BUSINESS:**

None.

**ADJOURNMENT:**

Following discussion and upon motion duly made, seconded and unanimously carried, the Board moved to adjourn the meeting at 10:25 a.m. The foregoing Minutes constitute a true and correct

copy of the Minutes of the above-referenced meeting and were approved by the Board of Directors of the Chapel Heights Metropolitan District.

DocuSigned by:  
*Rich Vorwaller*  
10E76AAAF01FB4DE...  
Secretary of the District

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## Signer Events

Rich Vorwaller  
 Rich@ChallengerHomes.com  
 Secretary  
 Security Level: Email, Account Authentication (None)

## Signature

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Sent: 2/2/2021 2:56:32 PM  
 Viewed: 2/4/2021 6:51:34 AM  
 Signed: 2/4/2021 6:52:29 AM

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 ID: 789edea1-2d28-47a3-80e2-4397def4f0b7

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/2/2021 2:56:32 PM
Certified Delivered	Security Checked	2/4/2021 6:51:34 AM
Signing Complete	Security Checked	2/4/2021 6:52:29 AM
Completed	Security Checked	2/4/2021 6:52:29 AM

## Payment Events

## Electronic Record and Signature Disclosure

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