

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1 & 2
HELD
MARCH 24, 2020

A special meeting of the Board of Directors of the Littleton Village Metropolitan District Nos. 1 & 2 was held on March 24, 2020 at 5:30 p.m. via Conference Call. The meeting was open to the public.

Attendance

In attendance, via telephone, were the following Directors:

Gardiner G. Hammond (District No. 1)

Phil Cernanec (District No. 2)

Holly Bundschu (District No. 2)

Michael Bolsinger (District No. 2)

Also in attendance, via telephone, were:

Denise Denslow & Rosie Kranzler; CliftonLarsonAllen LLP (“CLA”)

Bill Ankele; White Bear Ankele Tanaka & Waldron

Lynn Grover, Resident

Tony Bundschu; Resident

Lynn Christensen; Resident

Lee Reiersgord; Resident

Terry Stalker; Resident

Matt Meyer; Culver’s

Call to Order/Declaration
of Quorum/Joint Meetings

The Boards of Directors of Littleton Village MD Nos. 1 and 2 called the meeting to order at 5:35 p.m. and confirmed quorum was present. The absence of District No. 2 Director Chrystia Losianovich was excused.

The Boards of Directors of the Districts determined to hold joint meetings of the Districts and to prepare joint minutes of action taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes shall be deemed to be the action of all Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

Director Qualifications
Conflicts of Interest/
Reaffirmation of
Disclosures

The Boards were advised that pursuant to Colorado law, certain disclosures by the Boards’ members may be required prior to taking official action at the meeting. Mr. Ankele reported that disclosures for those directors with potential or existing conflicts of interest were filed

with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Mr. Ankele inquired into whether members of the Boards 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 Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Resolution Declaring
Emergency Procedures
and Authorizing
Teleconferencing for
Regular and Special
Meetings

Mr. Ankele briefed the Board on the Resolution Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings, which addresses state and local COVID-19 restrictions on gatherings. The Resolution allows for meetings by electronic means to permit the District to continue to meet community needs, while complying with such restrictions. The Districts will meet electronically until such time that the restrictions are lifted. All actions that a Board takes during this time will be ratified at the next in person meeting.

Following review, upon a motion duly made by Director Hammond and, upon vote, unanimously carried, the District No. 1 Board approved the Resolution Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings.

Following review, upon a motion duly made by Director Cernanec, seconded by Director Bundschu and, upon vote, unanimously carried, the District No. 2 Board approved the Resolution Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings.

Approval of
Consent Items

Review and Consider Approval of December 10, 2019 Special Board Meeting Minutes (District Nos. 1 & 2)

Following review, upon a motion duly made by Director Hammond and, upon vote, unanimously carried, the Board approved the Consent Items for District No. 1, as presented.

Following review, upon a motion duly made by Director Bolsinger, seconded by Director Bundschu and, upon vote, unanimously carried, the Board approved the Consent Items for District No. 2, as amended to revise the December 10, 2019 Special Board Meeting Minutes.

Financial Items

Review, Ratify and Approval of Claims (District No. 1)

Ms. Kranzler presented the claims to the Board.

Following review, upon a motion duly made by Director Hammond and, upon vote, unanimously carried, the Board approved the District No. 1 claims, as presented.

Review and Acceptance of Current Cash Position (District Nos. 1 & 2)

Ms. Kranzler reviewed the cash position with the Boards.

Following review, upon a motion duly made by Director Hammond and, upon vote, unanimously carried, the Board approved the cash position for District No. 1, as presented.

Following review, upon a motion duly made by Director Bundschu, seconded by Director Cernanec and, upon vote, unanimously carried, the Board approved the cash position for District No. 2, as presented.

Ratify 4th Quarter Continuing Disclosure Report (District No. 2)

Upon a motion duly made by Director Cernanec, seconded by Director Bolsinger and, upon vote, unanimously carried the Board ratified approval of the 4th Quarter Continuing Disclosure Report for District No. 2, as presented.

Other

Ms. Kranzler noted that the Public Improvement Fee is being collected and remitted monthly, as required by covenant.

Manager Items

Dog Park Update

Ms. Denslow noted that the park restoration is complete and the escrowed funds have been fully expended. Director Bundschu reported that the park is getting used and people are grateful for the restoration. The Board authorized CLA to post notices within the park to inform the public of COVID-19 closures.

Report on Sewer Issue

Ms. Denslow reported that two manholes have been repaired by Century Communities to address an issue with the main line connection. The District incurred costs that will be paid by Century.

Other

Ms. Denslow reported the area between the Dog Park and the new Century Communities condominiums has significant settlement. Conversations with the City of Littleton are underway about the potential cause and solution, as the District expended all available funds for the park mitigation. Discussion

followed. Resident Tony Bundschu suggested evaluating for underground utilities. Ms. Denslow reported that Denver Water has been contacted by the City. CLA will keep the Board apprised.

Legal Items

Review and Consider Approval of Resolution Declaring Emergency Procedures Authorizing the Holding of Meetings via Teleconference (District Nos. 1 & 2)

This item was discussed at the start of the meeting.

Discussion of Street Settlement

This item was discussed under “Manager Items.”

Other

None.

Director Items

Discussion of Board Membership

The Board requested the CLA put information on the website regarding vacant positions. Mr. Matt Meyer spoke up to let the group know that he would be interested in serving on the District No. 3 Board.

Discussion on Covenant Enforcement

Director Bolsinger reported that he and Ms. Denslow had spoken in length about various covenant issues. CLA will send an email blast out to the community, giving them notice on basketball hoops and to remind them about trash can requirements.

Other

Director Cernanec asked about the efforts to move parking to the median side of the street as previously discussed. Ms. Denslow stated that this decision is with the City. Director Cernanec also inquired about time-restricted parking in visitor spaces. Discussion followed. Ms. Denslow will get back to the Board with any additional information.

Public Comments

Comments were received regarding the state of the street around the park and an inquiry about the community newsletter. Director Bolsinger will follow up with Ms. Lynn Christensen.

Next Meeting

Confirm Quorum for April 28, 2020 Special Board Meeting

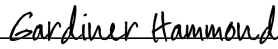
The Boards confirmed quorum for the April 28, 2020 Special Board Meeting.

Adjournment

Upon a motion duly made by Director Hammond, the District No. 1 Board adjourned the meeting at 6:53 p.m.

Upon a motion duly made by Director Bolsinger, the District No. 2 Board adjourned the meeting at 6:53 p.m.

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

DocuSigned by:

District No. 1...

DocuSigned by:

District No. 2...

Certificate Of Completion

Envelope Id: D68808B5434B48DEB6E5F0CE66997134	Status: Completed
Subject: Please DocuSign: 03-24-20 DRAFT MINUTES_2020.docx	
Client Name: Littleton Village Metropolitan District No. 2	
Client Number: 011-044525	
Source Envelope:	
Document Pages: 5	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Megan Liesmaki
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Megan.Liesmaki@claconnect.com
	IP Address: 71.205.25.179

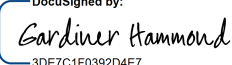
Record Tracking

Status: Original	Holder: Megan Liesmaki	Location: DocuSign
7/31/2020 6:59:46 PM	Megan.Liesmaki@claconnect.com	

Signer Events

Gardiner Hammond
 gardiner@hammondsiteresources.com
 Security Level: Email, Account Authentication (None)

Signature

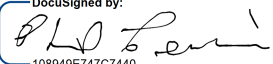
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 Using IP Address: 24.8.19.175

Timestamp

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 Signed: 8/3/2020 10:22:17 AM

Electronic Record and Signature Disclosure:
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 ID: e905a534-733a-472e-9e1f-e24fa27b2581

Phil Cernanec
 phil.cernanec@gmail.com
 President of Board
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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 Signature Adoption: Drawn on Device
 Using IP Address: 71.218.164.9
 Signed using mobile

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Electronic Record and Signature Disclosure:
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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
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Certified Delivered	Security Checked	8/7/2020 7:49:52 AM
Signing Complete	Security Checked	8/7/2020 7:50:01 AM
Completed	Security Checked	8/7/2020 7:50:01 AM

Payment Events	Status	Timestamps
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