

MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1-3  
HELD  
SEPTEMBER 25, 2018

A special meeting of the Board of Directors of the Littleton Village Metropolitan District Nos. 1-3 was held on September 25, 2018 at 5:30 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Pkwy, Suite 250, Greenwood Village, CO 80111. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Gardiner G. Hammond  
Theodore E. Cox  
Chrystia Losianovich  
Holly Bundschu  
Phil Cernanec

Also in attendance were:

Denise Denslow, Geol Scheirman & Thuy Dam; CliftonLarsonAllen  
LLP ("CLA")  
Trish Harris; White Bear Ankele Tanaka & Waldron

Michelle Allen; Resident  
Ken & Sherri Martinelli; Residents  
Ray Johnsen; Resident  
Chad Hiltz; Resident  
Mike Bolsinger; Resident

Call to Order/Declaration  
of Quorum/Joint Meetings

The Boards of Directors of Littleton Village MD Nos. 1, 2 & 3 called the meeting to order at 5:30 p.m. and confirmed quorum was present.

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 /

The Boards were advised that pursuant to Colorado law, certain disclosures by the Boards' members may be required prior to taking

Reaffirmation of Disclosures

official action at the meeting. The Boards reviewed the Agenda for the meeting, following which each Board member confirmed the contents of written disclosures previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting.

The Boards determined that participation by the directors with potential conflicts of interest was necessary to obtain a quorum or otherwise enable lawful action to occur.

Approval of Consent Items

Review and Consider Approval of August 28<sup>th</sup>, 2018 Special Board Meeting Minutes

Following review, upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote, unanimously carried, the Board approved the August 28<sup>th</sup>, 2018 special meeting minutes for District Nos 1&3, as presented.

Following review, upon a motion duly made by Director Bundschu, seconded by Director Losianovich and, upon vote, unanimously carried, the Board approved the August 28<sup>th</sup>, 2018 special meeting minutes for District No. 2, as presented.

Public Comments

Director Bundschu stated interest in moving future Board meetings to a location closer to the community. She will follow up for a location that has permanent availability.

Mr. Martinelli and Mr. Bolsinger, of the District's Architectural Review Committee, noted concerns with the approval process and requested more guidance from the Board of Directors on community covenants. This will be discussed further, along with possible additional appointments to the committee, at the next Board meeting.

Mr. Martinelli stated his concern that CliftonLarsonAllen LLP billed the District at a higher rate than approved under contract in 2016 and 2017. Ms. Denslow informed the Board that goodwill discounts had been applied during this time to compensate for higher billing rates.

Financial Items

Review and Consider Approval of Schedules of Cash Position, Property Taxes, and Developer Funding

Ms. Dam presented the cash position, property taxes and developer funding to the Board. Ms. Dam also presented a break out of expenses for each District to the Board.

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Ms. Dam presented the cash position, property taxes and developer funding to the Board. Ms. Dam also presented a break out of expenses for each District to the Board.

Following review, upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote, unanimously carried, the Board approved the schedules of cash position, property taxes and developer funding, as presented.

#### Review and Approval of Claims

Ms. Dam presented the claims to the Board.

Following review, upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote, unanimously carried, the Board approved the claims for District Nos. 1 & 3, as presented.

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

#### Other

The Board discussed holding a 2019 Budget Workshop prior to the October 23, 2018 Board meeting, beginning at 4:30 p.m.

#### Legal Items

##### Discuss Voting Privileges for District Nos. 1-3

Ms. Harris reviewed voting privileges for each District with the Board.

##### Discuss Separation of District No. 2

Ms. Harris reviewed the process for separating District No.2 from District Nos. 1 &3 with the Board. Director Cernanec requested that legal provide a list of documents that will need to be revised in order to separate District No. 2 from Districts Nos. 1 & 3. Ms. Harris will provide at the next Board meeting.

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote, unanimously carried, the Board approved adjourning the meeting for District Nos. 1 & 3 at 6:43 p.m.

##### Discuss Board Vacancy for District No. 2

Ms. Harris discussed Board vacancy for District No. 2 with the Board.

The Board authorized CLA to send an email to the community to announce the vacancy on the District No. 2 Board. The Board requested to appoint candidates to the District No. 2 Board at the November 27<sup>th</sup>, 2018 Board meeting.

Discussion ensued regarding when to hold a special meeting for candidate interviews. No decisions were made at this time.

Discuss ARC Vacancy for District No. 2

The Board authorized CLA to send an email to the community to announce vacancy on the Architectural Review Committee. Ms. Harris reminded that Board that the District No. 1 Board would have to approve the appointment.

Discuss Status of Acceptance of Century Landscaping

This item was discussed during Executive Session.

Discuss Status of Acceptance of Richmond Landscaping

This item was discussed during Executive Session.

Consider Approval of Independent Contractor Agreement between District No. 2 and Ground Engineering for Dog Park Testing

Ms. Denslow presented the agreement between District No. 2 and Ground Engineering to the Board.

Following discussion, upon a motion duly made by Director Cernanec, seconded by Director Losianovich and, upon vote, unanimously carried, the Board approved the agreement with Ground Engineering, not to exceed \$5,000 for an initial testing report and not to exceed a total amount of \$10,000.

Director Bundschu abstained.

Consider Approval of Independent Contractor Agreement between District No. 2 and Diverse Project Consultants for Engineering and Management Services related to the Dog Park Restoration Project

Ms. Denslow presented the agreement between District No. 2 and Diverse Project Consultants to the Board.

Following discussion, upon a motion duly made by Director Cernanec, seconded by Director Losianovich and, upon vote, unanimously carried, the Board approved the agreement with Diverse Project Consultants, not to exceed \$5,000.

Manager Items

Discuss Trash Violations

Mr. Scheirman presented the options of requesting smaller trash can sizes from Waste Management. The Board authorized CLA to proceed to fining residents who do not follow trash can covenants and requested that an email

be sent to the community to warn residents of an increase in trash can patrolling.

Discuss Community Garden Boxes

Mr. Scheirman updated the Board on various responses to the community garden boxes.

This item was tabled until the 2019 growing season.

Other

None.

Director Items

None.

Executive Session

Pursuant to §24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice, if necessary

Director Cernanec opened the executive session at 8:28 p.m.

Director Cernanec closed the executive session at 9:16 p.m.

Next Meeting

Confirm Quorum for October 23<sup>rd</sup>, 2018 Special Board Meeting


The Board confirmed quorum for the October 23<sup>rd</sup>, 2018 special board meeting.

Adjournment

Upon a motion duly made, seconded and, upon vote unanimously carried, the Board adjourned the meeting at 9:17 p.m.

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

Dist. 1E3



Secretary for the Meeting

Dist #2

