

MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1-3  
HELD  
OCTOBER 3<sup>rd</sup>, 2017

A special meeting of the Board of Directors of the Littleton Village Metropolitan District Nos. 1-3 was held on October 3<sup>rd</sup>, 2017 at 10:30 a.m. at the Offices of WBA, 2154 East Commons Ave, Ste 2000., Centennial, Colorado. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Gardiner G. Hammond  
Theodore E. Cox  
Lynn Christensen, District No. 2  
Ken Martinelli, District No. 2

Also in attendance were:

Denise Denslow & Thuy Dam; CliftonLarsonAllen LLP  
Geol Scheirman; CliftonLarsonAllen LLP  
Trisha Harris, Esq; White Bear Ankele Tanaka & Waldron  
Gwendolyn Drover 520 E Fremont Place  
Cheryl Severance 520 Fremont Place  
Debra Keith 7458 S. Pennsylvania Street  
Michele Allen 512 Dry Creek Place  
Karma Dingman 576 E Fremont Place  
Michael Self 7380 S Logan Street

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 10:35 a.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/  
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. 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.

Consent Agenda  
and Minutes

Agenda for October 3, 2017

Upon a motion duly made by Director Hammond, seconded by Director Martinelli and, upon vote unanimously carried, the Board approved the agenda.

Minutes for August 22, 2017

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote unanimously carried, the Board approved the minutes as presented for August 22, 2017.

Public Comment

Mr. Tony and Mrs. Posey Hoffman of 566 E Fremont Place submitted a list of concerns in writing with issues within the District, including stoplight adjustment, missing speed limit signage, pet waste station maintenance and locations, landscaping and weed treatment, parking, drainage issues, garbage containers and recycle pick up, speeding vehicles, soliciting, water at the dog park, street signage and meeting times.

Ms. Denslow reported that traffic lights, speed limit signage are City of Littleton items. Regarding the, pet waste station maintenance, the District would have those serviced by the landscape company so they are working properly. The District native landscaping areas are working to be established, this can be a 2-3 year process. The district will reach out to the owners of the commercial development for assistance on the weed treatment. In the common area the District will reach out to landscape vendor for additional weed treatment and addressing irrigation issues. Parking items will be discussed later in the meeting with signage proposals to be presented. The District will look into weekly recycling services from current provider and present to the Board. The District will be reaching out to Century Communities again to address the drainage issue in the courtyard between the units along Fremont Place. The District discussed cleaning of the drain pan in the fall to prevent pooling in the winter and have them cleaned again in spring once construction has been completed in the residential section of the community.

The public presented their concerns regarding parking. Ms. Denslow explained that District construction traffic is wrapping up for the residential area – especially in the town home section where there the street/driveways are tight. The District will be monitoring situation once construction has been completed and will take further action if needed.

The public presented their concerns regarding pets off leash and pet waste in the common area. The public explained there is up to a \$1000 fine for dogs off leash. There was discussion around enforcement of this between the Board and public. The District will look into signage for the community. CLA will work with the Board for wording on the signs for the community.

The public presented their concerns regarding concrete issues where chucks are missing. Ms. Denslow explained that the District will conduct a final walkthrough to verify work has been completed before accepting it into the District.

The public presented their concerns regarding infrastructure for the development of the commercial area and potential business in the community. Ms. Denslow explained that the ownership of those parcel are responsible for providing the parking, plumbing, electric etc. to the buildings they will build. Infrastructure preparation of the land is not a function of the District.

The public requested the Littleton Village Metropolitan District "vision statement" be linked to the website. Ms. Denslow will locate and have it put on the website.

## Financial Matters

### Review Statement of Cash Position, Developer Funding Schedule and Property Tax Schedules

Ms. Dam reviewed the current Statement of Cash Position, Developer Funding Schedule and Property Tax Schedules with the Boards.

### Review and Approve Claims

Ms. Dam presented the Claims report to the Board.

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote unanimously carried, the Board approved the claims represented by check numbers 1448-1455 totaling \$44,686.77.

### Discussion District No 1 –Checking Account

Ms. Dam discussed moving from the Districts current account holder Wells Fargo to First Bank, citing customer service issues and attentiveness to the account.

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote unanimously carried, the Board approved the changing from Wells Fargo to First Bank for the District checking account.

Discuss 2018 Draft Budget

Ms. Dam reviewed the 2018 Draft Budgets with the Boards. The Boards will review and relay any changes to Management. The Budget will be completed prior to the November 14, 2017 Budget Hearing.

Other

None.

Legal Matters

Review and Consider Acceptance of Tracks, G, H, I and J as shown on the Plat of the Littleton Village from Watt to District No.1.

Ms. Harris presented the tracks to be accepted by District.

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon a vote, unanimously carried, the Board approved the acceptance of the Tracks G, H, I and J upon verification of track letter.

Review and Consider Appointment of member to the Architectural Review Committee (ARC) relative to the residential properties subject to the Protective Covenants and Restrictions of Littleton Village (District No. 2)

Ms. Harris presented the Boards ability to appoint an ARC committee to review applications.

Director Martinelli said that he and another resident Mike Bollinger would like to be considered for appointment. After discussion Director Hammond would like to table the appointment till the November 14<sup>th</sup>, 2017 meeting so he can have a chance to meet with both interested individuals. Director Martinelli asked about the \$50 application fee. Ms. Denslow explained that this would be for the admin expenses associated with the application. The new committee can review fees.

Other

None

Manger Items

Review Landscape Report

Ms. Denslow presented the landscape report. New Account Manager Mike Crespin with Brighview Landscaping will be at the November meeting to address question in the community regarding landscaping.

### Covenant Enforcement - Update

Ms. Denslow and Mr. Scheirman reported that the biggest issues with covenant noncompliance is trash cans. Ms. Denslow stated that violation letters are being sent to residents within the District that leave their garbage cans out. Mr. Scheirman reminded residents to report issues to CLA for covenant noncompliance as they see more than management.

### Discussed Additional Concrete Pathway

Ms. Denslow presented the owner of 606 E Dry Creek request for additional concrete pathway. The Board will review area but tabled any decision at this time.

### Parking - Update

Ms. Denslow presented proposals for parking signage. Upon discussion that much of the issue is with the service contractor for the remaining unfinished building the Board has tabled purchasing of signage to see if the issue will be resolved once all units are completed.

### Capital Improvement Matters

#### Update on Commercial Area

Director Hammond informed the Board that discussion regarding building construction on the north west corner of the District. The other remaining lots Director Hammond stated they are currently undecided.

#### Update on Improvements Turnover

Director Hammond reported that he has had continued difficulty getting in touch with Century. Ms. Harris has sent a letter on the association's behalf that has not been responded to. Acceptance walks with Richmond are pending and Ms. Denslow will schedule.

### Director Items

#### Other

Director Martinelli discussed signage for park signage. Would like to see city code for leash dogs. Mr. Scheirman will be working with Director Martinelli regarding size, layout and verbiage for signs.

Director Christensen discussed a "poop patrol" committee- there was discussion about enforcement and how that would look. The Board tabled the topic at this time.

Board requested that CLA have an email blast of meetings and to verify that meeting notices be posted on the District website.

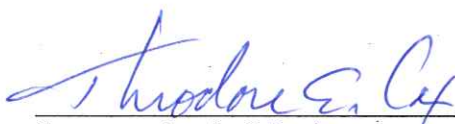
Next Meeting

Upon a motion duly made by Director Hammond, seconded by Director Cox the Board approved a quorum for a November 14<sup>th</sup>, 2017 Special meeting for 5:30 p.m.

Adjournment

Upon a motion duly made by Director Hammond, seconded by Director Cox and, upon vote unanimously carried, the Board adjourned the meeting at 1:15 p.m.

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

  
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Secretary for the Meeting

The foregoing minutes were approved on the 3rd day of October, 2017.