

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2**

405 Urban Street, Suite 310

Lakewood, CO 80228

Phone: 720-213-6621

<https://littletonvillagemd2.com/>

**NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** Tuesday, January 16, 2024

**TIME:** 5:30 p.m.

**LOCATION:** Via Zoom

**ACCESS:** You can attend the meetings in any of the following ways:

- 1. To attend via Zoom videoconference, use the below link:

VIDEO:

<https://us02web.zoom.us/j/7636703470>

**MEETING ID: 763-670-3470**

- 2. To attend via telephone, dial **1-720-707-2699** and enter the following additional information: **MEETING ID: 763-670-3470**  
#

**Board of Directors**

**Office**

**Term Expires**

Jim Bowlby, Jr

President

May, 2027

Zach Tedeschi

Secretary

May, 2027

Jose Briones-Siria

Treasurer

May, 2025

Thomas Browning

Assistant Secretary

May, 2025

VACANT

May, 2027

**I. ADMINISTRATIVE MATTERS**

- A. Call to order and approval of agenda.
- B. Confirm quorum, location of meeting, posting of meeting notice.
- C. Present disclosures of potential conflicts of interest.

**II. CONSENT AGENDA**

- A. Review and consider approval of minutes from the December 11, 2023 Special Board Meeting and the December 11, 2024 Annual Board Meeting (enclosures).

### III. FINANCIAL MATTERS

- A. Ratify and approve Interim Claims through January \_\_, 2024, cash sheet and property tax schedule (to be distributed).
- B. Review and consider acceptance of Financial Reports, dated December 31, 2023 (to be distributed).
- C. Review 2024 final Budget (enclosure).

### IV. MANAGEMENT MATTERS

- A. Manager Report (enclosure).
  - 1. Discuss Status of Interviews for Landscaping and Snow Removal Services for 2024.
  - 2. Follow up items from prior board meetings.
  - 3. Discuss Grant Funding Opportunities.
  - 4. Discuss priorities for 2024.
- B. Review Concrete Sidewalk and Alleyway Assessment from the Schedio Group (enclosure).
- C. Report by BrightView Landscaping Services, Inc. (“BrightView”) (enclosure).
  - 1. Review and Discuss Xeric landscaping Plan (to be distributed)
- D. Consider appointment of Director Browning as Liaison to the Design Review Committee.

### V. LEGAL MATTERS

- A. Other.

### VI. OTHER BUSINESS

- A. Discuss AMLI progress with City of Littleton on new construction (Isabelle Lockwood).
- B. Discuss Dog Park Renovations Design by AMLI.
- C. Discuss status of commercial development:
  - 1. Rino 38<sup>th</sup> bar, grill, and music venue
  - 2. Daddy’s Chicken Shack (now open)
  - 3. El Pollo Loco
  - 4. Discuss Cosco development

### VII. PUBLIC COMMENT

- A. Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

VIII. EXECUTIVE SESSION

- A. Executive session pursuant to Section 24-6-402(4)(b) and (e), C.R.S. for the purpose of receiving legal advice on specific legal questions regarding potential developer repayment obligations; and determining positions relative to matters that may be subject to negotiations; developing strategies for negotiations; and instructing negotiators regarding potential developer repayment obligations.

IX. ADJOURNMENT

The next Regular Meeting is scheduled for April 16, 2024.

# RECORD OF PROCEEDINGS

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MINUTES OF AN ANNUAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2  
HELD  
DECEMBER 11, 2023

An annual meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) was convened on Monday, December 11, 2023, at 5:30 p.m. via Zoom. The meeting was open to the public.

## ATTENDANCE

### Directors In Attendance:

Jim Bowlby, Jr., President  
Zach Tedeschi, Secretary  
Jose Briones-Siria, Treasurer  
Thomas Browning, Assistant Secretary

### Also In Attendance:

AJ Beckman, and Geol Scheirman; Public Alliance  
Joan Fritsche, Esq.; Fritsche Law, LLC  
Mike Bakarich; Morain Bakarich, CPAs  
Nick Taylor; North Slope Capital Advisors  
Mike Crespin; BrightView

Lynn Christensen and Douglas Bissonette, Members of the Public

## ADMINISTRATIVE MATTERS

Call to order and approval of agenda: Mr. Beckman called the meeting to order at 5:30 p.m.

## PRESENTATION REGARDING PROPOSED REFUNDING OF OUTSTANDING BONDS

Mr. Taylor presented the proposed Limited Tax General Obligation Refunding Bonds, Series 2023.

## PRESENTATION REGARDING PUBLIC INFRASTRUCTURE PROJECTS

Mr. Beckman presented the status of public infrastructure projects within District No. 2 and District No. 3.

## RECORD OF PROCEEDINGS

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### UNAUDITED FINANCIAL STATEMENTS

Mr. Bakarich presented the District's unaudited financial statements.

### OPEN FLOOR FOR QUESTIONS

Lynn Christensen asked a few questions about the terms of the proposed refunding bonds.

### ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned.

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

Respectfully submitted,

\_\_\_\_\_  
Secretary for the Meeting

# RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2  
HELD  
DECEMBER 11, 2023

A special meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) was convened on Monday, December 11, 2023, at 6:00 p.m. via Zoom. The meeting was open to the public.

## ATTENDANCE

### **Directors In Attendance:**

Jim Bowlby, Jr., President  
Zach Tedeschi, Secretary  
Jose Briones-Siria, Treasurer\*  
Thomas Browning, Assistant Secretary

### **Also In Attendance:**

AJ Beckman, and Geol Scheirman; Public Alliance  
Joan Fritsche, Esq.; Fritsche Law, LLC  
Mike Bakarich; Morain Bakarich, CPAs  
Mike Crespin; BrightView

Lynn Christensen and Douglas Bissonette, Members of the Public

## ADMINISTRATIVE MATTERS

**Call to order and approval of agenda:** Mr. Beckman called the meeting to order at 6:00 p.m.

Following review, upon a motion made by Director Bowlby seconded by Director Browning and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Quorum, location of meeting and posting of meeting notices:** A quorum of the Board was present, and the meeting location (Zoom) and meeting notice posting were confirmed.

**Disclosures of potential conflicts of interest:** None.

## CONSENT AGENDA

**October 20, 2023 Special Board Meeting Minutes, October 24, 2023 Special Board Meeting Minutes, November 13, 2023 Special Board Meeting Minutes and the November 27, 2023 Special Board Meeting Minutes:** Following discussion, upon a motion made by Director Tedeschi, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved the October 20, 2023 Special Board Meeting Minutes, October 24, 2023 Special

## RECORD OF PROCEEDINGS

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Board Meeting Minutes, November 13, 2023 Special Board Meeting Minutes and the November 27, 2023 Special Board Meeting Minutes, as presented.

### FINANCIAL MATTERS

**Accounts Payable Through December 5, 2023, Cash Sheet and Property Tax Schedule:** Mr. Bakarich presented the list of accounts payable. Following review and discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board ratified approval of the accounts payable dated December 5, 2023, in the amount of \$221,569.30.

**Financial Statements:** Mr. Bakarich reviewed the unaudited financial statements for the period ending November 30, 2023. Following review and discussion, upon a motion duly made by Director Tedeschi, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved the unaudited financial statements for the period ending November 30, 2023.

### **Public hearing on 2023 Budget Amendment:**

Ms. Fritsche noted that Notice of the 2023 Budget Amendment Hearing was published in a newspaper having general circulation within the District pursuant to statute. No written comments were received prior to the public hearing.

Director Bowlby opened the public hearing to consider the proposed 2023 Amended Budget. Ms. Christensen inquired if District No. 2 will owe any money to District No. 1 in 2024. Ms. Frische explained that the Board will be working on dissolving District No. 1 in 2024. There being no further comments, Director Bowlby closed the public hearing.

Mr. Bakarich reviewed the 2023 Budget Amendment with the Board. Upon motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved the 2023 Budget Amendment, as presented.

### **Public hearing on the proposed 2024 Budget and adoption of Resolution to Adopt the 2024 Budget, Appropriate Funds and Set Mill Levies:**

Ms. Fritsche noted that Notice of the 2024 Budget Hearing was published in a newspaper having general circulation within the District pursuant to statute. No written comments were received prior to the public hearing.

Director Bowlby opened the public hearing to consider the proposed 2024 Budget, no public comments were received, and director Bowlby closed the public hearing.

## RECORD OF PROCEEDINGS

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Mr. Bakarich reviewed the draft budget with the Board. Upon motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the Board approved the 2024 Budget and adoption of Resolution to Adopt the 2024 Budget, Appropriate Funds and Set Mill Levies, as presented.

**2024 Operations and Maintenance Fees:** Mr. Bakarich reviewed the proposed 2024 Operations and Maintenance Fee schedule with the Board. It was noted that there is no proposed increase to single family home dwellers for groundskeeping maintenance, however the groundskeeping fee charged to apartment dwellers will increase from \$110 per quarter to \$157.56. It was noted that the impact to the common area is believed to be equivalent among property owners, regardless of the type of dwelling. The apartment groundskeeping fee increase brings the categories of fees closer to parity.

Following discussion, upon a motion duly made by Director Tedeschi, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved the 2024 Operations and Maintenance Fee Schedule.

**District accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties:** Following discussion, upon a motion duly made by Chairman Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board authorized the District accountant to prepare and file the DLG-70 Certification of Tax Levies with the Arapahoe County Board of County Commissioners and other required entities.

### **MANAGEMENT MATTERS**

**Manager Report:** Mr. Beckman reviewed the Manager's Report with the Board.

**BrightView Landscaping Report:** Mr. Crespin reviewed the landscaping report with the Board. Director Bowlby asked about the timing for BrightView to assign a new Account Manager give the departure of Mr. Bedford. Mr. Crespin explained that he will be the acting manager until a replacement for Mr. Bedford is found. He will advise the Board and Mr. Beckman on a replacement Manager once more information is known.

Director Tedeschi asked about the status of five shrubs that were approved for planting. Mr. Crespin confirmed that the shrubs were planted on Friday, October 20th.

Director Bowlby expressed gratitude for the quality of work on the natural surface path refurbishment. He also requested that Mr. Crespin be mindful of the trees that are under warranty.



## RECORD OF PROCEEDINGS

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Ms. Christensen reported that some sprinklers were damaged when work on the path was performed. BrightView will fix the sprinklers when the system is started in the spring.

**Proposals for Landscaping Services for 2024:** Director Bowlby noted that interviews with landscaping companies will be held after the January meeting.

**Follow up from Last Meeting:** Director Bowlby discussed follow up items from the last meeting:

*Messages to Townhome Owners:* Director Bowlby reported that at the last board meeting there was a discussion regarding common structure insurance and maintenance responsibilities for townhome owners. He requested Public Alliance send a letter to the townhome owners clarifying their ownership and maintenance responsibilities apart from those of the District.

*Fencing in Open Space along Fremont:* Director Bowlby responded to a suggestion from Ms. Christiansen at the last meeting to control impacts to this area by pets. However, upon closer review of the topography this appears not to be a viable solution. Ms. Christensen explained that the dog waste in the area is getting into the stormwater system. She requested that the District post signage and notify owners to pick up after their dogs and to keep them on a leash especially in these areas.

*No Parking signs at Pennsylvania and Fremont:* Director Bowlby reported that the signs have been installed.

*Landscaping Guidelines for Xeric Plantings:* Director Bowlby reported that the Design Review Committee will be working on language governing xeric installations..

### **LEGAL MATTERS**

**2024 Annual Administrative Resolution:** Ms. Fritsche presented the 2024 Annual Administrative Resolution. Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the 2024 Annual Administrative Resolution.

\* Director Briones-Siria left the meeting.

## RECORD OF PROCEEDINGS

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**Addendum to the Agreement with Public Alliance LLC for Management Services:** Ms. Frische reviewed with the Board the 2024 Compensation Schedule Addendum to the Agreement with Public Alliance LLC for Management Services.

Following discussion and upon motion of Director Bowlby, second of Director Tedeschi, and unanimous vote, the Board approved the 2024 Compensation Schedule Addendum to the Agreement with Public Alliance LLC for Management Services.

**Other:** None.

### **OTHER BUSINESS**

**AML Progress with the City of Littleton on New Construction:** Director Bowlby reported to the Board that AMLI is working with the City of Littleton on design approvals. They are currently waiting on information related to the capacity of the sanitary sewer system.

**Dog Park Renovations Design:** Director Bowlby reported that AMLI has received comments from the City on the proposed renovations and will need to respond to accordingly.

### **Commercial Development:**

**Rino 38<sup>th</sup> Bar, Grill and Music Venue:** Director Bowlby reported that to the best of his knowledge, the owner is working on financing.

**Daddy's Chicken Shack:** Director Bowlby reported that the restaurant is now open.

### **PUBLIC COMMENT**

Ms. Christensen suggested that the District send a copy of the applicable Party Wall Agreement with a letter explaining ownership responsibilities to the townhome owners.

Ms. Christensen also noted that there are two grants available from the city; one for social events up to \$500.00 and a community improvement grant up to \$10,000 for capital projects.

### **EXECUTIVE SESSION**

It was noted that an executive session was not needed.

### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board adjourned the meeting at 7:33 p.m.

## RECORD OF PROCEEDINGS

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

Respectfully submitted,

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Secretary for the Meeting

**Littleton Village Metropolitan District No. 2**  
**Annual Budget**  
**For Year Ending December 31, 2024**

MORAIN | BAKARICH  
CERTIFIED PUBLIC ACCOUNTANTS

ACCOUNTANT'S COMPILATION REPORT

Board of Directors  
Littleton Village Metropolitan District No. 2  
Littleton, Colorado

Management is responsible for the accompanying general fund, maintenance fund, debt service fund, capital projects fund and combined funds budgets of the estimated revenues, expenditures, and fund ending fund balances of Littleton Village Metropolitan District No. 2 for the year ending December 31, 2024, including estimated comparative information for the year ending December 31, 2023, and the actual comparative information for the year ending December 31, 2022, in the format prescribed by C.R.S. §§ 29-1-103 and 29-1-105.

We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the budgets, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the accompanying budgets.

The budgeted results may not be achieved as there will generally be differences between the budgeted and actual results. We assume no responsibility to update this report for events and circumstances occurring after the date of this report.

The accompanying budgets and this report were prepared for the purpose of estimating revenues, expenditures and fund balances as required by governmental entities within the State of Colorado in accordance with C.R.S. §§ 29-1-103 and 29-1-105, and should not be used for any other purpose. The accompanying budgets are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

We are not independent with respect to Littleton Village Metropolitan District No. 2.

*Morain Bakarich, CPAs*

**MORAIN BAKARICH CPAs**  
December 31, 2023

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**SUMMARY - COMBINED FUNDS**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	2022 ACTUAL	2023 ADOPTED BUDGET	2023 AMENDED	2023 ESTIMATED	2024 ADOPTED BUDGET
<b>Beginning Fund Balance</b>	\$ 2,235,998	\$ 2,368,884	\$ 2,378,692	\$ 2,419,081	\$ 1,066,130
<b>REVENUES:</b>					
Property Taxes	1,177,927	1,185,638	1,185,638	1,185,638	954,069
Specific Ownership Taxes	74,369	71,138	74,951	75,830	60,100
Net Investment Income	50,281	15,100	120,100	156,050	40,075
Administrative Fee	4,133	4,140	4,140	4,140	4,140
Maintenance Fee	431,533	500,200	500,200	501,600	592,000
Maintenance Fee - Transfer from District No. 3	-	44,000	44,000	35,600	47,500
Domestic Water Fee	41,122	38,000	38,000	38,000	55,000
Transfer from District No. 3	170,846	166,096	166,096	166,096	190,977
Public Improvement Fees	43,150	45,000	40,000	40,000	42,500
Permits & Other Fees	-	-	-	5,350	1,000
Transfer from General Fund	-	-	-	-	270,000
Transfer from Maintenance Fund	-	-	-	-	168,000
<b>Total Revenues</b>	<b>1,993,361</b>	<b>2,069,312</b>	<b>2,173,125</b>	<b>2,208,304</b>	<b>2,425,361</b>
<b>Total Funds Available</b>	<b>4,229,359</b>	<b>4,438,196</b>	<b>4,551,817</b>	<b>4,627,385</b>	<b>3,491,491</b>
<b>EXPENDITURES:</b>					
General Fund	110,825	175,000	175,000	192,100	472,700
Maintenance Fund	432,289	482,000	482,000	427,433	716,500
Debt Service Fund	1,267,164	1,232,000	747,000	741,722	961,475
Capital Projects Fund	-	-	-	-	195,500
<b>Total Expenditures</b>	<b>1,810,278</b>	<b>1,889,000</b>	<b>1,404,000</b>	<b>1,361,255</b>	<b>2,346,175</b>
<b>Other Sources (Uses)</b>					
Transfer In - Repair and Replacement Reserve	-	-	-	-	250,000
Transfer Out - Repair and Replacement Reserve	-	-	-	-	(250,000)
Bond Proceeds	-	-	19,000,000	19,000,000	-
Payments to Refunding Escrow	-	-	(20,700,000)	(20,700,000)	-
Bond Issuance Costs	-	-	(400,000)	(400,000)	-
Bond Discount	-	-	(100,000)	(100,000)	-
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>(2,200,000)</b>	<b>(2,200,000)</b>	<b>-</b>
<b>Total Expenditures And Transfers Out Requiring Appropriation</b>	<b>1,810,278</b>	<b>1,889,000</b>	<b>22,604,000</b>	<b>22,561,255</b>	<b>2,596,175</b>
<b>CHANGE IN FUND BALANCE</b>	<b>\$ 183,083</b>	<b>\$ 180,312</b>	<b>\$ (1,430,875)</b>	<b>\$ (1,352,951)</b>	<b>\$ 79,186</b>
<b>Ending Fund Balance</b>	<b>\$ 2,419,081</b>	<b>\$ 2,549,196</b>	<b>\$ 947,817</b>	<b>\$ 1,066,130</b>	<b>\$ 1,145,316</b>
<b>FUND BALANCE CLASSIFICATION</b>					
REPAIR AND REPLACEMENT RESERVE	\$ -	\$ -	\$ -	\$ -	250,000
PIF RESERVES - RESTRICTED	-	-	-	-	35,000
RESTRICTED - DEBT SERVICE	-	-	361,699	366,977	360,832
REQUIRED RESERVE - SERIES 2015	880,075	880,075	-	-	-
SURPLUS RESERVE - SERIES 2015	1,093,272	1,083,003	-	-	-
EMERGENCY RESERVE	22,100	25,200	25,200	26,200	29,700
UNRESTRICTED	423,634	560,918	560,918	672,953	469,784
<b>TOTAL FUND BALANCE</b>	<b>\$ 2,419,081</b>	<b>\$ 2,549,196</b>	<b>\$ 947,817</b>	<b>\$ 1,066,130</b>	<b>\$ 1,145,316</b>

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**PROPERTY TAX SUMMARY INFORMATION**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	2022 ACTUAL	2023 ADOPTED BUDGET	2023 ESTIMATED	2024 ADOPTED BUDGET
<b>ASSESSED VALUATION:</b>				
Residential	\$ 20,537,137	\$ -	\$ -	\$ -
Residential - Single-Family	-	13,284,740	13,284,740	15,533,630
Residential - Multi-Family	-	6,702,080	6,702,080	7,661,115
Commercial	303,471	299,570	299,570	295,553
State Assessed	320,860	2,820	2,820	2,900
Vacant Land	435	435	435	140
Personal Property	-	283,635	283,635	478,235
<b>Certified Assessed Value</b>	<b>\$ 21,161,903</b>	<b>\$ 20,573,280</b>	<b>\$ 20,573,280</b>	<b>\$ 23,971,573</b>

**MILL LEVY:**

General	11.132	11.525	11.525	10.000
Debt Service	44.531	46.105	46.105	29.800
<b>Total Mill Levy</b>	<b>55.663</b>	<b>57.630</b>	<b>57.630</b>	<b>39.800</b>

**PROPERTY TAXES:**

General	\$ 235,574	\$ 237,107	\$ 237,107	\$ 239,716
Debt Service	942,361	948,531	948,531	714,353
Levied Property Taxes	1,177,935	1,185,638	1,185,638	954,069
Adjustments to Actual/Rounding	(8)	-	-	-
<b>Budgeted Property Taxes</b>	<b>\$ 1,177,927</b>	<b>\$ 1,185,638</b>	<b>\$ 1,185,638</b>	<b>\$ 954,069</b>

**BUDGETED PROPERTY TAXES:**

General	\$ 235,574	\$ 237,107	\$ 237,107	\$ 239,716
Debt Service	942,361	948,531	948,531	714,353
	<b>\$ 1,177,935</b>	<b>\$ 1,185,638</b>	<b>\$ 1,185,638</b>	<b>\$ 954,069</b>

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**GENERAL FUND**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	<b>2022 ACTUAL</b>	<b>2023 ADOPTED BUDGET</b>	<b>2023 AMENDED BUDGET</b>	<b>2023 ESTIMATED</b>	<b>2024 ADOPTED BUDGET</b>
<b>Beginning Fund Balance</b>	\$ 116,453	\$ 225,471	\$ 256,204	\$ 256,204	\$ 316,366
<b>REVENUES:</b>					
Property Taxes	235,572	237,107	237,107	237,107	239,716
Specific Ownership Taxes	14,873	14,226	14,226	15,105	15,100
Net Investment Income	131	100	100	50	75
<b>Total Revenues</b>	<b>250,576</b>	<b>251,433</b>	<b>251,433</b>	<b>252,262</b>	<b>254,891</b>
<b>Total Funds Available</b>	<b>367,029</b>	<b>476,904</b>	<b>507,637</b>	<b>508,466</b>	<b>571,257</b>
<b>EXPENDITURES:</b>					
<b>General And Administrative</b>					
County Treasurer's Fee	3,536	3,557	3,557	3,600	3,700
Accounting	43,414	48,000	68,000	68,000	58,000
Audit	3,500	4,000	5,500	5,500	6,000
Dues and Licenses	422	1,000	1,000	500	1,000
District Management	19,902	33,000	53,000	53,000	45,000
Election Expense	4,456	10,000	10,000	2,500	-
Legal Services	28,224	44,000	50,000	50,000	51,500
Miscellaneous	-	-	1,500	1,500	2,500
Social Committee	-	-	-	-	15,000
District No. 1's Expenses	7,346	25,000	25,000	7,500	-
Contingency	25	6,443	6,443	-	20,000
Transfer to Capital Projects Fund	-	-	-	-	270,000
<b>Total Expenditures</b>	<b>110,825</b>	<b>175,000</b>	<b>224,000</b>	<b>192,100</b>	<b>472,700</b>
<b>Total Expenditures And Transfers Out Requiring Appropriation</b>	<b>110,825</b>	<b>175,000</b>	<b>224,000</b>	<b>192,100</b>	<b>472,700</b>
<b>Estimated Change in Fund Balance</b>	<b>\$ 139,751</b>	<b>\$ 76,433</b>	<b>\$ 27,433</b>	<b>\$ 60,162</b>	<b>\$ (217,809)</b>
<b>Ending Fund Balance</b>	<b>\$ 256,204</b>	<b>\$ 301,904</b>	<b>\$ 283,637</b>	<b>\$ 316,366</b>	<b>\$ 98,557</b>
<b>Fund Balance Classification:</b>					
Emergency Reserve	\$ 7,600	\$ 7,600	\$ 7,600	\$ 7,600	\$ 7,700
Unrestricted	248,604	294,304	276,037	308,766	90,857
<b>Total Fund Balance</b>	<b>\$ 256,204</b>	<b>\$ 301,904</b>	<b>\$ 283,637</b>	<b>\$ 316,366</b>	<b>\$ 98,557</b>



**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**MAINTENANCE FUND**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>
	<b>ACTUAL</b>	<b>ADOPTED BUDGET</b>	<b>ESTIMATED</b>	<b>ADOPTED BUDGET</b>
<b>Beginning Fund Balance</b>	\$ 137,826	\$ 179,874	\$ 189,530	\$ 382,787
<b>REVENUES:</b>				
Administrative Fee	4,133	4,140	4,140	4,140
Maintenance Fee	431,533	500,200	501,600	592,000
Domestic Water Fee	41,122	38,000	38,000	55,000
Maintenance Fee - Transfer from District No. 3	-	44,000	35,600	47,500
Net Investment Income	7,205	-	36,000	35,000
Permits and Other Fees	-	-	5,350	1,000
<b>Total Revenues</b>	<b>483,993</b>	<b>586,340</b>	<b>620,690</b>	<b>734,640</b>
<b>Total Funds Available</b>	<b>621,819</b>	<b>766,214</b>	<b>810,220</b>	<b>1,117,427</b>
<b>EXPENDITURES:</b>				
<b>General And Administrative</b>				
Billing Services	22,822	24,000	21,800	24,000
Insurance and Bonds	11,619	13,000	13,000	15,000
Property Management	19,902	33,000	30,000	35,000
Contingency	-	8,000	-	5,000
<b>Operations and Maintenance</b>				
Electricity and Utility Inspections	1,565	1,000	2,133	2,500
Pet Waste Removal	8,658	15,000	10,000	15,000
Irrigation Repairs	12,967	25,000	20,000	25,000
Domestic Water	41,122	38,000	52,000	55,000
Irrigation Water	63,102	65,000	45,500	70,000
Snow Removal	91,361	90,000	50,000	100,000
Trash	41,528	48,000	43,000	45,000
Repairs and Maintenance - General	-	-	-	5,000
Landscape Maintenance	78,972	82,000	90,000	85,000
Landscape Repairs	38,671	40,000	50,000	50,000
Landscape Projects:				
Shrub & Grass Replanting	-	-	-	10,000
Irrigation Audit	-	-	-	3,000
Stump Removal	-	-	-	3,000
Power Washing and Staining	-	-	-	1,000
Transfers to Capital Projects Fund	-	-	-	168,000
<b>Total Expenditures</b>	<b>432,289</b>	<b>482,000</b>	<b>427,433</b>	<b>716,500</b>
<b>Total Expenditures And Transfers Out Requiring Appropriation</b>	<b>432,289</b>	<b>482,000</b>	<b>427,433</b>	<b>716,500</b>
<b>Estimated Change in Fund Balance</b>	<b>\$ 51,704</b>	<b>\$ 104,340</b>	<b>\$ 193,257</b>	<b>\$ 18,140</b>
<b>Ending Fund Balance</b>	<b>\$ 189,530</b>	<b>\$ 284,214</b>	<b>\$ 382,787</b>	<b>\$ 400,927</b>
<b>FUND BALANCE CLASSIFICATION</b>				
Emergency Reserve	\$ 14,500	\$ 17,600	\$ 18,600	\$ 22,000
Unrestricted Fund Balance	175,030	266,614	364,187	378,927
<b>TOTAL FUND BALANCE</b>	<b>\$ 189,530</b>	<b>\$ 284,214</b>	<b>\$ 382,787</b>	<b>\$ 400,927</b>

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**DEBT SERVICE FUND**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	2022 ACTUAL	2023 ADOPTED BUDGET	2023 AMENDED BUDGET	2023 ESTIMATED	2024 ADOPTED BUDGET
<b>Beginning Fund Balance</b>	\$ 1,981,719	\$ 1,963,539	\$ 1,973,347	\$ 1,973,347	\$ 366,977
<b>REVENUES:</b>					
Property Taxes	942,355	948,531	948,531	948,531	714,353
Specific Ownership Taxes	59,496	56,912	60,725	60,725	45,000
Net Investment Income	42,945	15,000	120,000	120,000	5,000
Transfers from District No. 3	170,846	166,096	166,096	166,096	190,977
Public Improvements Fees	43,150	45,000	40,000	40,000	-
<b>Total Revenues</b>	<u>1,258,792</u>	<u>1,231,539</u>	<u>1,335,352</u>	<u>1,335,352</u>	<u>955,330</u>
<b>Total Funds Available</b>	<u>3,240,511</u>	<u>3,195,078</u>	<u>3,308,699</u>	<u>3,308,699</u>	<u>1,322,307</u>
<b>EXPENDITURES:</b>					
<b>General And Administrative</b>					
County Treasurer's Fee	14,143	14,228	14,228	14,228	11,000
Paying Agent Fees & Bank Fees	7,600	11,000	13,500	13,500	15,000
PIF Collection Fees	3,440	3,500	6,000	5,800	-
Contingency	-	5,078	5,078	-	5,000
<b>Debt Service</b>					
Bond Interest - Series 2023	-	-	-	-	830,475
Bond Interest - Series 2015	565,719	558,194	558,194	558,194	-
Bond Interest - Series 2018B	536,262	490,000	-	-	-
Bond Principal - Series 2023	-	-	-	-	100,000
Bond Principal - Series 2015	140,000	150,000	150,000	150,000	-
<b>Total Expenditures</b>	<u>1,267,164</u>	<u>1,232,000</u>	<u>747,000</u>	<u>741,722</u>	<u>961,475</u>
<b>Other Sources (Uses)</b>					
Bond Proceeds	-	-	19,000,000	19,000,000	-
Payments to Refunding Escrow	-	-	(20,700,000)	(20,700,000)	-
Bond Issuance Costs	-	-	(400,000)	(400,000)	-
Bond Discount	-	-	(100,000)	(100,000)	-
<b>Total Other Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>(2,200,000)</u>	<u>(2,200,000)</u>	<u>-</u>
<b>Total Expenditures And Other Uses Requiring Appropriation</b>	<u>1,267,164</u>	<u>1,232,000</u>	<u>21,947,000</u>	<u>21,941,722</u>	<u>961,475</u>
<b>Estimated Change in Fund Balance</b>	\$ (8,372)	\$ (461)	\$ (1,611,648)	\$ (1,606,370)	\$ (6,145)
<b>Ending Fund Balance</b>	<u>\$ 1,973,347</u>	<u>\$ 1,963,078</u>	<u>\$ 361,699</u>	<u>\$ 366,977</u>	<u>\$ 360,832</u>
<b>FUND BALANCE CLASSIFICATION</b>					
RESTRICTED - DEBT SERVICE	\$ -	\$ -	\$ 361,699	\$ 366,977	\$ 360,832
REQUIRED RESERVE - SERIES 2015	880,075	880,075	-	-	-
SURPLUS RESERVE - SERIES 2015	1,093,272	1,083,003	-	-	-
<b>TOTAL FUND BALANCE</b>	<u>\$ 1,973,347</u>	<u>\$ 1,963,078</u>	<u>\$ 361,699</u>	<u>\$ 366,977</u>	<u>\$ 360,832</u>

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO.2**  
**CAPITAL PROJECTS FUND**  
**2024 BUDGET**  
**WITH 2022 ACTUAL AND 2023 ESTIMATED**  
**For the Years Ended and Ending December 31,**

	2022 ACTUAL	2023 ADOPTED BUDGET	2023 ESTIMATED	2024 ADOPTED BUDGET
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -
<b>REVENUES:</b>				
Transfers In - General Fund	-	-	-	270,000
Transfers In - Maintenance Fund	-	-	-	168,000
Public Improvements Fees				42,500
<b>Total Revenues</b>	-	-	-	480,500
<b>Total Funds Available</b>	-	-	-	480,500
<b>EXPENDITURES:</b>				
Landscape Improvements:				
Concrete	-	-	-	20,000
Sidewalks	-	-	-	32,000
Railings	-	-	-	20,000
Playground Equipment	-	-	-	15,000
Irrigation Smart Controller	-	-	-	30,000
Xeriscaping Plan	-	-	-	20,000
Tree Planting	-	-	-	11,000
Sinkhole, Mulch/Rock Xeriscape	-	-	-	40,000
PIF Collection Fees	-	-	-	7,500
<b>Total Expenditures</b>	-	-	-	195,500
<b>Other Sources (Uses)</b>				
Transfer in Repair and Replacement Reserve	-	-	-	250,000
Transfer (to) Repair and Replacement Reserve	-	-	-	(250,000)
<b>Total Other Sources (Uses)</b>	-	-	-	-
<b>Total Expenditures And Other Uses Requiring Appropriation</b>	\$ -	\$ -	\$ -	\$ 445,500
<b>Estimated Change in Fund Balance</b>	\$ -	\$ -	\$ -	\$ 285,000
<b>Ending Fund Balance</b>	\$ -	\$ -	\$ -	\$ 285,000
<b>Fund Balance Classification:</b>				
Repair and Replacement Reserve - Restricted	\$ -	\$ -	\$ -	\$ 250,000
PIF Reserves - Restricted	-	-	-	35,000
Unrestricted	-	-	-	-
<b>Total Fund Balance</b>	\$ -	\$ -	\$ -	\$ 285,000

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2**  
**2024 BUDGET MESSAGE**  
**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Disclosures contained in this summary as presented by the Directors, are those that are believed to be significant to the accompanying budgets but are not intended to be all-inclusive. The disclosures are intended to describe assumptions used during the preparation of the 2024 annual budgets. Actual results may differ from the prospective and budgeted figures contained in the budgets.

**Services Provided**

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized by order and decree of the District Court for Arapahoe County on February 12, 2014, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District operates under a Service Plan approved by the City on September 5, 2006, and as modified on September 3, 2013. The District's service area is located entirely within the City of Littleton, Arapahoe County, Colorado.

The District was established to provide financing for the construction, installation, and operation of public improvements, including water, sanitation, streets, safety protection, storm drainage, and to provide covenant enforcement and design review services, and parks and recreation facilities.

On November 5, 2013, the District's voters approved an annual increase in taxes and public improvements fees of \$5,000,000 each for general operations and maintenance and \$40,000,000 for payment due pursuant to intergovernmental agreements (IGA). The District also approved general obligation indebtedness of \$40,000,000 for each of the following: street improvements, parks and recreation facilities, a potable and non-potable water supply, a sanitation system, a transportation system, mosquito control facilities, traffic and safety controls, fire protection, television relay and translation system, security services, and debt refinancing. Additionally, the District's electors authorized the District to collect, retain and spend all revenue annually, other than ad valorem taxes, without regard to limitations under TABOR.

The District's service plan limits the total debt issuance to \$40,000,000. The Maximum Debt Mill Levy the District is permitted to impose is 50.000 mills, as adjusted, for any Debt which exceeds fifty percent of the District's assessed valuation. For the portion of any Debt which is equal to or less than fifty percent of the District's assessed valuation, either on the date of issuance or at any time thereafter, the mill levy to be imposed to repay such portion of Debt shall not be subject to the Maximum Debt Mill Levy and, as a result, the mill levy may be such amount as is necessary to pay the Debt service on such Debt, without limitation of rate.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of C.R.S. §§ 29-1-103 and 29-1-105 using its best estimates as of the date of the budget hearing and preliminary assessed valuations. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results because events and circumstances frequently do not occur as expected, and those differences may be material.

**Revenues**

**Property Taxes**

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1<sup>st</sup> of each year. The levy is normally set by December 15<sup>th</sup> by certification of the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year.

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2**  
**2024 BUDGET MESSAGE**  
**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues (continued)**

**Property Taxes (continued)**

The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

The District's Service Plan provides that the District's mill levy may be adjusted to take into account legislative or constitutionally imposed adjustments in assessed values or the method of their calculation, so that, to the extent possible, the actual revenues generated are neither diminished or enhanced as a result of such changes. Among other adjustments, a change in the ratio of actual valuation of assessable property (assessment ratio) shall be deemed a change in method of calculating assessed valuation.

The calculation of the taxes levied is displayed on the Property Tax Summary page of the budget using the adopted mill levy imposed by the District.

Senate Bill SB23B-001 among other things, designates multi-family residential real property (defined generally, as property that is a multi-structure of four or more units) as a new subclass of residential real property. For tax collection year 2024, the assessment rate for single family and multi-family residential property was changed from 6.765% to 6.70%. SB23B-001 also increases the actual value deduction for residential property from \$15,000 to \$55,000. Districts with less than 15% assessed valuation increase are eligible for backfill funding under the bill.

The District had adopted and certified a general fund mill levy equal to 10.000 mills, which will generate sufficient property tax revenue to maintain operating reserves equal to six (6) months of operating expenditures. The District has also adopted and certified a 29.800 mill levy for debt service obligations.

**Specific Ownership Taxes**

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 6% of the property taxes collected.

**Net Investment Income**

Interest earned on the District's available funds has been estimated based on historical interest earnings.

**Public Improvement Fees**

The District collects public improvement fees (PIF) from retailers in Littleton Village Metropolitan Districts No. 2 and No. 3. The nature of the PIF is that of a fee imposed under private contract and not through the exercise of any governmental taxing authority. The PIF is applied to the sales of good at a rate of .75%, in addition to all the sales and use taxes that maybe imposed and is collected by the retailers in the District and remitted to the District within 20 days after the month end.

**Maintenance Fees**

The District established a maintenance fee of \$208 per quarter for each Single-Family residential unit, \$278 per quarter for each Multi-Family residential unit, \$158 per quarter for each condo/apartment unit, and \$126 per quarter for each vacant lot. The maintenance fee revenue is used for the purpose of paying direct and indirect costs related to the facilities and maintenance services.

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2**  
**2024 BUDGET MESSAGE**  
**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues (continued)**

**Domestic Water Fees**

The District established a domestic water fee of \$100 per quarter for each Multi-Family residential unit. The domestic water fee revenue is used for the purpose of paying the domestic water expenses paid for by the District.

**Administrative Fees**

The District established an administrative fee of \$2.50 per month or \$7.50 per quarter for each Multi-Family residential unit. The administrative fee revenue is used for the purpose of defraying the cost of providing administrative services provided by the District.

**Transfer from District No. 3**

Pursuant to the Senior Capital Pledge Agreement, entered into on June 6, 2014, and amended on September 1, 2018, between the District and District No. 3, District No. 3 is obligated to impose ad valorem property taxes for the payment of the Series 2023 Special Revenue Bonds.

**Expenditures:**

**Treasurer's Fees**

County Treasurer's fees have been computed at 1.5% of property tax collections.

**Transfers**

The District has budgeted transfers of \$270,000 and \$168,000 to the capital projects fund from both the general and maintenance funds in 2024, respectively. Transfer will be used to fund various capital improvements throughout the District and fund a repair and replacement reserve for future capital needs.

**Maintenance Fund Expenditures**

The District has budgeted 2024 maintenance fund expenditures to be \$716,500. Maintenance fund expenditures include domestic and irrigation water purchases, snow removal, landscape and hardscape repairs and maintenance, trash and pet waste removal.

**Debt Service Expenditures**

Principal and interest payments in 2024 are provided based upon the debt amortization schedule from the Series 2023 Bonds discussed under Long Term Debt. The District's 2024 budget includes \$100,000 of principal retirements and \$830,475 of bond interest payments relating to the Series 2023 bonds.

**Lease Purchase Agreements**

The District is not a party to any lease purchase agreements, nor does it contemplate entering any lease purchase transactions in 2024.

**Emergency Reserves**

As required by Section 20 of Article X of the Colorado Constitution ("TABOR"), the District has provided for an emergency reserve in the amount of 3% of the total fiscal year spending.

**LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2**  
**2024 BUDGET MESSAGE**  
**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Long Term Debt:**

**Limited Tax General Obligation Refunding Bonds, Series 2023**

In December 2023, the District authorized the issuance of Limited Tax General Obligation Refunding Bonds, Series 2023 (“Series 2023 Bonds”) in the aggregate principal amount of \$18,450,000. The Series 2023 Bonds were issued for the purposes of (i) refunding all of the District’s outstanding obligations of the 2014A, 2014B, 2015 and 2018B Series Bonds and (ii) paying costs in connection with the issuance of the Bonds.

The Series 2023 bonds are limited tax general obligations, secured by and payable solely from the Pledged Revenue, consisting of the following sources: (i) all Property Tax Revenues of the District and of Littleton Village Metropolitan District No. 3’s (“District No. 3”), derived from the imposition of the Required Mill Levy (as defined in the Pledge Agreement); (ii) all Specific Ownership Tax Revenues; (iii) all PILOT Revenues (if any); and (iv) any other legally available moneys which the District determines, in its absolute discretion, to credit to the Bond Fund. The Bonds are also secured by amounts on deposit in the Reserve Fund, which is satisfied by the provision of a Reserve Policy in the amount of the Reserve Requirement issued concurrently with the Bonds.

The following is a summary of the principal and interest maturities on the Series 2023 Bonds:

<b>Years</b>	<b>Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
	2024	\$ 100,000	\$ 830,475	\$ 930,475
	2025	175,000	854,113	1,029,113
	2026	220,000	845,363	1,065,363
	2027	235,000	834,363	1,069,363
	2028	265,000	822,613	1,087,613
	2029	280,000	809,363	1,089,363
	2030	310,000	795,363	1,105,363
	2031	330,000	779,863	1,109,863
	2032	365,000	763,363	1,128,363
	2033	385,000	745,113	1,130,113
	2034-2038	2,385,000	3,450,113	5,835,113
	2039-2043	3,215,000	2,888,500	6,103,500
	2044-2048	4,350,000	2,056,456	6,406,456
	2049-2053	5,835,000	874,444	6,709,444
	<b>Total</b>	<b>\$ 18,450,000</b>	<b>\$ 17,349,501</b>	<b>\$ 35,799,501</b>

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## DISTRICT MANAGER'S REPORT

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To: Board of Directors, Littleton Village Metropolitan District No. 2  
From: AJ Beckman, District Manager  
Date: January 12, 2024

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### **MANAGER UPDATES / FOLLOW UP ITEMS**

Uplighting Under Decorative Leaves / Public Art: Replacement fixtures were ordered several weeks ago. Star Electric expects to complete the replacements the week of January 15, 2024.

City Ice Clearing Procedure: The City of Littleton has informed us that they will notify Public Alliance at least 24 hours prior to the commencement of ice clearing operations. We will reach out via email and windshield notices to notify those with vehicles parked on the south sides of E. Fremont Pl., E. Hinsdale Ave., and E. Dry Creek Pl.

Stop Sign Request at Logan and Fremont: Public Alliance requested placement of a stop sign at S. Logan St. and E. Fremont Pl. The City of Littleton will need to perform a traffic study to collect data and analyze prior to approving the installation. There is no timeline commitment for the traffic study. We will continue to follow up.

Dog Park Fence Gate: We are in receipt of a quote from Commercial Fence to re-weld the hinges and latches for both gates to the Dog Park in the amount of \$1,474. We are seeking other bids and have asked our landscaping contractor for input on repairs as well.

Letter to Townhome Owners Regarding Common Ownership Responsibilities: A letter to townhome owners clarifying obligations of the District versus homeowners for insurance, repairs, and maintenance of common elements has been drafted and is out for review. The letter will be sent to townhome owners once finalized.

Community Improvement Grants: We have confirmed that the City of Littleton will offer Community Improvement Grants in 2024 to encourage neighborhood groups and homeowner association participation in community improvement projects. Approved projects are eligible for up to \$9,999 and must benefit the neighborhood, be accessible to the public, and include three bids. Examples of fundable projects include:

- playground enhancements
- landscaping improvements
- monument sign repair/replacement
- decorative fencing
- shelter construction and improvements



Neighborhood Grants: The City of Littleton is offering funding of up to \$500 per event to encourage neighborhood outreach and engagement. Approved projects include official neighborhood gatherings (such as those sponsored by a block, HOA, PTO, or non-profit), National Night Out events, neighborhood or community clean-up events, or community educational programs. There appears to be no limit to the number of events that may be funded. We will apply before each planned event and submit receipts for reimbursement to the District.

Review of Landscaping Proposals: We are in the process of scheduling interviews with landscaping contractors who submitted bids to perform general services in 2024. Directors Bowlby and Tedeschi will conduct the interviews which are expected to take place before the end of January.

**COVENANT CONTROL**

**December:**

- An Inspection was conducted on December 12<sup>th</sup>, 2023.
- Four violation letters were sent in December, for Halloween decorations still out and a basketball hoop not properly stored.

**January:**

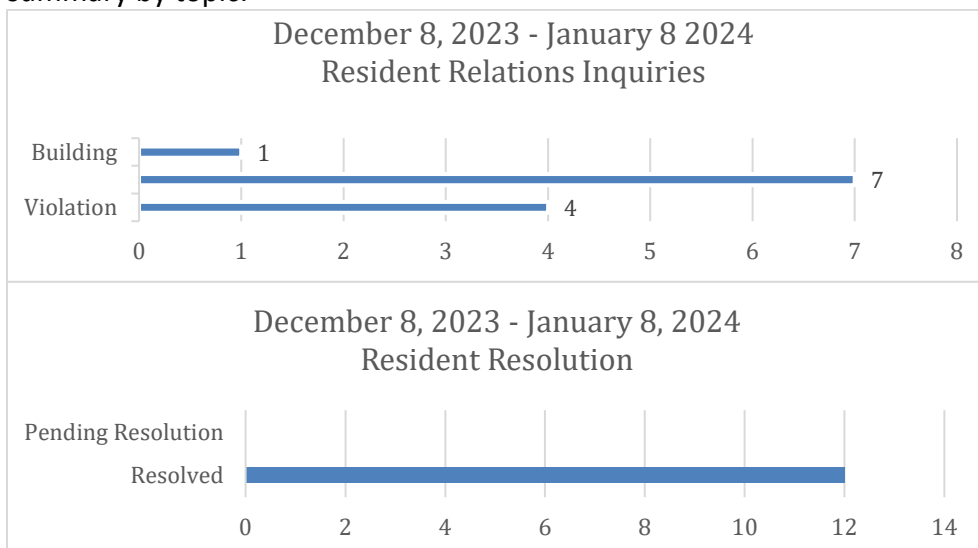
- An inspection is scheduled on or about January 16<sup>th</sup>.

**2023 Summary – Full Year:**

<b>Open Violations: 9</b>	<b>1<sup>st</sup> Notice: 9</b>
<b>Created Violations: 105</b>	<b>2<sup>nd</sup> Notice: 0</b>
<b>Resolved Violations: 96</b>	<b>3<sup>rd</sup> Notice: 0</b>

**RESIDENT RELATIONS**

There were 12 resident inquiries (calls or emails) between 12/8/2023 and 1/8/2023. Below is a summary by topic:



## **COMMUNICATIONS / WEBSITE**

Three eBlasts were sent during the period:

12/08/2023 – Board Meeting and Town Hall Meeting on Monday, Santa Event at Park at 10am Saturday 12/9.

12/19/2023 – End of Year Message from Littleton Village MD No. 2 Board President.

1/9/2024 – Notice of quarterly fees and update on Santa event.

Social Committee / Community Events: A successful Santa event took place at the park on Saturday, December 9th, drawing around 20 children and their families for a special meet-and-greet with Santa and Mrs. Claus. The children enthusiastically wrote letters to Santa and enjoyed treats of chocolate coins and candy canes. Adding to the excitement, the Ladder 12 fire truck from South Metro Fire Rescue made a visit, with the firemen gifting souvenir plastic helmets to the kids. Regrettably, the firemen's visit was brief due to the truck's inability to remain stationary for extended periods in temperatures below 32 degrees. This precaution is necessary to ensure the water in the truck circulates and doesn't freeze.

For 2024 we are tentatively planning to host a Spring Fling / Egg Hunt and to repeat the very successful Santa event. We are happy to add additional events if the Board would like to consider.

**Date:** January 10, 2024

**To: Board of Directors**

Public Alliance  
c/o AJ Beckman  
405 Urban St., Suite 310  
Lakewood, Colorado 80228

**From: Schedio Group LLC**

Morgan Bomar  
809 14<sup>th</sup> Street, Suite A  
Golden, Colorado 80401

**Subject: Littleton Village MD2 Concrete Sidewalk and Alleyway Assessment**

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On December 1, 2023, Schedio Group visited Littleton Village MD2 (“District”) at the request of Public Alliance, the District Manager, to review the condition of concrete sidewalks and alleyways within the District’s service area.

Schedio Group observed multiple cracks in the sidewalks as well as the alleyways throughout the District. Please see *Exhibit A – Littleton Village Concrete Damage Map* below.

Schedio Group suggests the following actions should be taken to repair the damaged concrete:

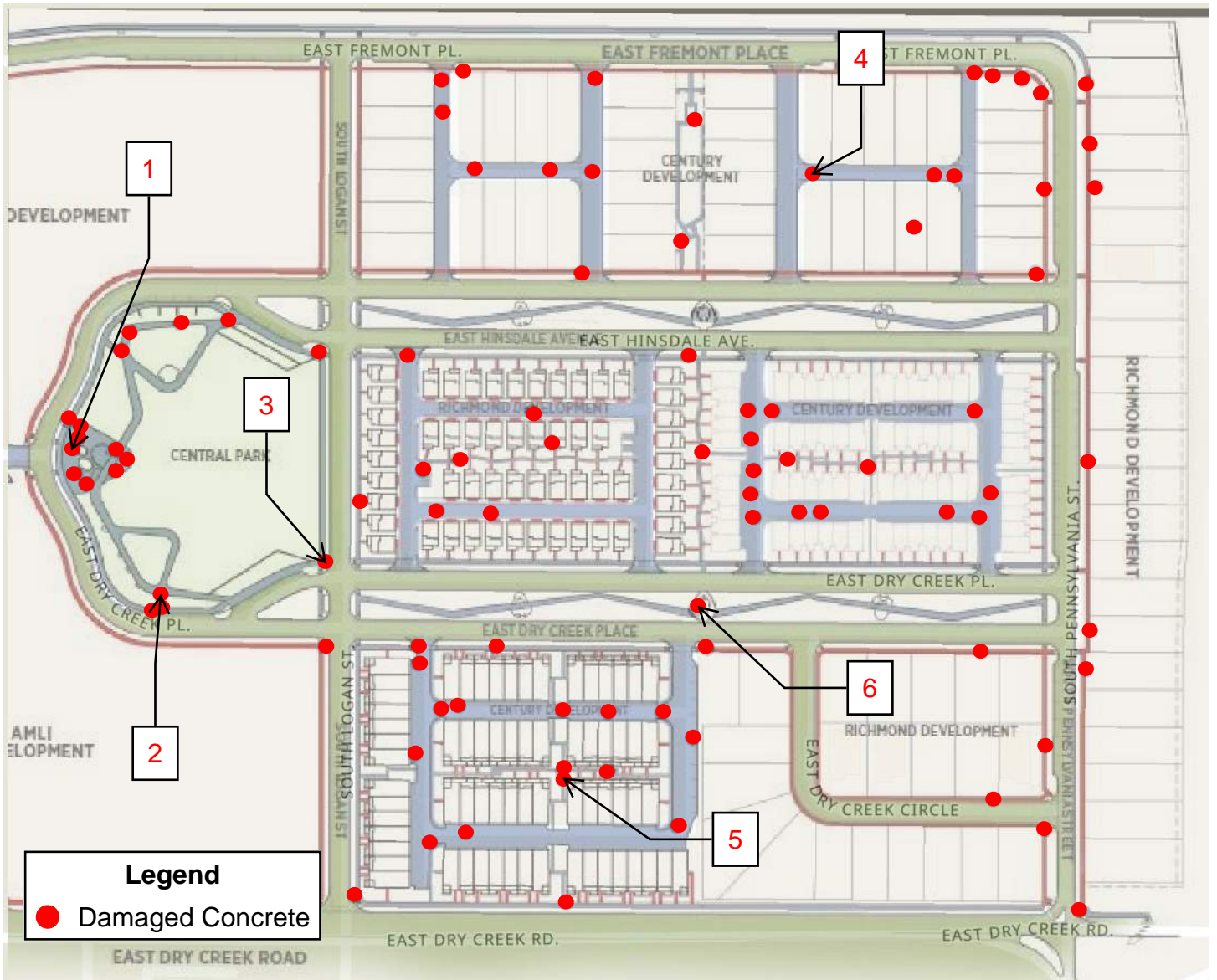
- **Minor Cracks** (*Exhibit A – Item 6* and throughout the District)
  - Crack Sealing of all minor cracks throughout the District will be sufficient to correct the existing minor concrete damage.
- **Major Cracks** (*Exhibit A – Item 4* and throughout the District)
  - Removal and Replacement of severely cracked concrete will be necessary to correct the existing major concrete damage.
- **Park Entrance Steps** (*Exhibit A – Item 2*)
  - The south park entry steps have settled approximately 1”. This settling is a trip hazard to pedestrians. Schedio Group suggests milling the raised lip down at the park entrance to prevent pedestrian injury.

Respectfully,  
**Schedio Group LLC**

Morgan Bomar  
Field Engineer

### EXHIBIT A

#### LITTLETON VILLAGE CONCRETE DAMAGE MAP





1. Cracked concrete at the Park.



2. Raised concrete at Park Steps.



3. Cracked Concrete by ADA Ramp.



4. Cracked Alley



5. Cracked sidewalk



6. Cracked concrete at center sitting area at East Dry Creek PL.



**MONTHLY MAINTENANCE  
REPORT LITTLETON VILLAGE JANUARY 2024**



**FOR: Littleton Village**  
**SUBMITTED BY: Mike Crespín**      **DATE: 1/11/2024**

**REVIEW OF OPERATIONS:**

**General Updates:**

Snow services have continued as needed per each storm, there were snow services completed on 12/24, 12/26 and 1/8.

We will keep on eye on the weather and recommend a mite application for the south facing slope along Lincoln if needed to help minimize any turf damage from mites.

**Trees/Shrubs:**

Ornamental Grasses would start to be but in later January/Early February once a contract is in place.

Pre-emergent would be applied to all bed areas in February and March to help with weed control

The dogwoods and mulch work in the north courtyard has been completed.

**Irrigation:**

Nothing at this time

**Misc. other Landscape Projects :**

We will have a design concept as well as ballpark pricing for the xeriscape projects for the board meeting to review and discuss.

We are aware of the ruts and sprinkler heads damages from the breeze path installation and will address these issues before the growing season begins.

We got a request about the hinges on the gates at the dog park and will look into that and hopefully have something to report/ a solution by the meeting on 1/16