

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2
HELD
JULY 23, 2025

A special meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) was convened on Wednesday, July 23, 2025, at 5:30 p.m., via Zoom. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

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

Following discussion, upon motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the absence of Director Zach Tedeschi was excused.

Also In Attendance:

Mark McGarey; Public Alliance
Joan Fritsche, Esq.; Fritsche Law, LLC
Mike Bakarich; Morain Bakarich, CPAs
Ricardo Garcia and Adam Thouvenot; Brightview
Lynn Christiansen, Mary Jess Wilson, Bette Kleinman, Deb Keith, Lee Rinesdorf, May Anne Perkowski, Nbrostuen and the Garsters; Members of the Public

ADMINISTRATIVE MATTERS

Call to order and approval of agenda: Mr. McGarey called the meeting to order at 5:52 p.m.

Following review, upon a motion made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved the agenda, as amended.

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 The Board considered the following actions:

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- Approve May 28, 2025 Special Meeting Minutes.
- Ratify approval of Change Order No. 1 from BrightView for irrigation repair.
- Ratify approval of Change Order No. 2 from BrightView for shrub removal.
- Ratify approval of Change Order No. 3 from BrightView for tree replacements.
- Ratify approval of Change Order No. 4 from BrightView for irrigation repair.
- Ratify approval of Change Order No. 5 from BrightView for irrigation repair.
- Ratify approval of Change Order No. 6 from BrightView for summer 2025 projects.

Following discussion, upon motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items.

MANAGEMENT MATTERS

Landscape Update: Mr. Garcia reviewed the landscape maintenance and improvements made by Brightview including the planting of new trees and shrubs and the placement of decorative rocks in the tree lawns. He noted that tree pruning is scheduled for the week of July 28th. He also noted that pond cleaning has been completed this month. Mr. Garcia introduced Mr. Thouvenot from Brightview and he reviewed his new role as the District account manager.

Issuing Complaints: Mr. Bowlby directed residents to contact Mr. McGarey and Public Alliance to relay concerns or requests and asked people not to engage with the field crew for these matters. Mr. McGarey directed residents to the District's website to document concerns and requests as the best way to ensure matters were received by the District.

* Mr. Garcia and Mr. Thouvenot left the meeting.

FINANCIAL MATTERS

Accounts Payable dated May 14, 2025 through July 17, 2025: Mr. Bakarich presented the list of accounts payable. Following review and discussion, upon a motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board ratified approval of the accounts payable dated May 14, 2025 through July 17, 2025, in the amount of \$143,797.77.

Unaudited Financial Statements: Mr. Bakarich reviewed the unaudited financial statements dated June 30, 2025. Following review and discussion, upon a motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved the unaudited financial statements dated June 30, 2025.

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2024 Audit: Mr. Bakarich reviewed the 2024 audited financial statements with the Board. The Board discussed the timeline for preparation of the 2024 report and directed staff to consider alternative audit vendors for the 2025 report. Following discussion, upon motion duly made by Director Briones-Siria, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved the 2024 audited financial statements, subject to receipt of an unmodified opinion from the Auditor, and authorized execution of the Management Representations Letter.

Mr. McGarey requested the Board review legal matters next as Director Briones-Siria needed to excuse himself from the meeting at 6:30.

LEGAL MATTERS

Amended and Restated Resolution Concerning Imposition of District Fees for Maintenance, Covenant Enforcement and Architectural Review and Policies and Procedures Governing Enforcement: Ms. Fritsche reviewed the Amended and Restated Resolution Concerning Imposition of District Fees for Maintenance, Covenant Enforcement and Architectural Review and Policies and Procedures Governing Enforcement with the Board.

Following discussion, upon motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the Amended and Restated Resolution Concerning Imposition of District Fees for Maintenance, Covenant Enforcement and Architectural Review and Policies and Procedures Governing Enforcement, and requested that Legal and Management provide a training session on the operational impacts related to covenant enforcement at a future special meeting.

Dissolution of District No. 1: Ms. Fritsche updated the Board on the status of the dissolution of District No.1. She noted that the District remains in existence and its dissolution requires that the District file a Petition for Dissolution with the District Court to initiate the proceedings. To date, this has not occurred. Director Bowlby directed legal to draft a letter to District No. 1 requesting a status as to the intent and timing of the dissolution.

* Director Briones-Siria left the meeting.

2025 Legislative Update: Ms. Fritsche reviewed the 2025 legislative update with the Board focusing on HB25-1219 containing several new requirements for metropolitan districts related to annual meetings and additional website requirements.

MANAGEMENT MATTERS – Cont.

Managers' Report: Mr. McGarey provided an update on management items 1-9 including a walk-through of the website showing the towing information required to remove a vehicle from fire lanes. Mr. Bowlby discussed the sidewalk grinding improvements made at 47 locations in the District. Water meter usage increases were discussed. Mr. McGarey reviewed a survey that will be sent to residents

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providing information and a questionnaire about testing for leaks. Mr. McGarey reviewed the inspection reports and violations. A discussion regarding the street sign visibility indicated the need to inspect the tree trimming work conducted by Brightview and that visibility remains a concern at a number of intersections. Staff will review the conditions and direct Brightview to make necessary corrections. Mr. Bowlby recapped the Summer Solstice event.

Playground Update: Mr. McGarey indicated the playground draft plans will be completed on Friday with permit submittal to follow final corrections to the plan. Equipment is on order and in the process of being shipped to Altitude for storage until install next year. Ms. Fritsche indicated she is reviewing a contract for general contractor services to be issued in the next week or two.

OTHER BUSINESS None.

PUBLIC COMMENT Ms. Christiansen thanked the Board for their work. She indicated the stop sign visibility is not yet corrected and needs to be evaluated. Staff indicated they will follow up with Brightview. A question about the dissolution of District 1 was addressed by Ms. Fritsche. Ms. Christiansen indicated sprinklers have been on during the afternoon. Mr. Bowlby indicated the system is set for midnight to 1 a.m. and Brightview may be repairing leaks during the day. Discussion regarding landscape conditions occurred with the need to check for broken sprinkler heads along Pennsylvania and at the entrance at Dry Creek. A request was made to post the home exterior lighting conditions on the website. Townhouse garage light outages remains a concern and will be investigated. The District may replace these bulbs and bill the residents for the work. Director Bowlby directed staff to inspect the lights at night and issue violations for those residents. He directed staff to issue an eblast providing bulb type and directions for the installation of new bulbs.

ADJOURNMENT There being no further business to come before the Board, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned at 7:27 p.m.

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

Respectfully submitted,

DocuSigned by:
Jose Briones-Siria

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Secretary for the Meeting