

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2
HELD
NOVEMBER 11, 2025

A special meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) was convened on Tuesday, November 11, 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

Also In Attendance:

Alex Simpson; Public Alliance
Joan Fritsche, Esq.; Fritsche Law, LLC
Mike Bakarich; Morain Bakarich, CPAs
Adam Thouvenot and Ricardo Garcia Ojeda; Brightview
Theresa Toves, Valerie Willis, Lynn Christensen, Bebe Kleinman, Diana Kirk,
Charles Bicknell, Mike Adams, Mitch Krauss, Ryan Dulaney, Ray Johnson and
the Garsters; Members of the Public

ADMINISTRATIVE MATTERS

Call to order and approval of agenda: Mr. Simpson called the meeting to order at 5:33 p.m.

Following review, upon a motion made by Director Briones-Siria, seconded by Director Bowlby 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:

- Approve September 18, 2025 Special Meeting Minutes and October 3, 2025 Work Session Meeting Minutes.

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

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FINANCIAL MATTERS

Accounts Payable dated September 16, 2025 through November 6, 2025:

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 September 16, 2025 through November 6, 2025, in the amount of \$138,253.62.

Unaudited Financial Statements: Mr. Bakarich reviewed the unaudited financial statements dated October 31, 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 October 31, 2025.

2025 Audit: Mr. Bakarich discussed the 2025 Audit Engagement Letter with the Board.

Following discussion, upon a motion duly made by Director Bowlby, seconded by Briones-Siria and, upon vote, unanimously carried, the Board approved the engagement of Wipfli LLP, for an amount not to exceed 20% more than last year and authorized Director Bowlby to sign the engagement letter..

2025 Budget Amendment: Mr. Bakarich noted that there was no need to amend the 2025 Budget.

Public hearing on the proposed 2026 Budget and adoption of Resolution to Adopt the 2026 Budget, Appropriate Funds and Set Mill Levies: Ms. Fritsche noted that Notice of the 2026 Public Hearing was published in the *Littleton Independent*, 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 2026 Budget, no public comments were received, and Director Bowlby closed the public hearing.

Mr. Bakarich reviewed the draft budget with the Board. Upon motion duly made by Director Browning, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved the Resolution to Adopt the 2026 Budget, Appropriate Funds and Set Mill Levies, as presented.

2026 Public Alliance Rate Schedule: Mr. Simpson reviewed the rate sheet with the Board.

Following discussion, upon a motion duly made by Director Browning, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved the 2026 rate schedule with Public Alliance.

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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 Director 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

Landscape/Brightview Update: Mr. Thouvenot reviewed Brightview's update with the Board, including *Tree Trimming on E. Dry Creek and around District, Sprinkler Head Replacement Estimate and status of the Fall Cleanup Plan.*

2026 Landscape Maintenance Proposal from BrightView Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the 2026 landscape proposal from Brightview Landscape Services, Inc., for an amount not to exceed 2.5% to 3% increase from last year.

Master Snow Management Agreement with BrightView Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board ratified the 2025-2026 Master Snow Management Agreement with Brightview Landscape Services and fee schedule.

General Contractor Agreement for Playground Expansion Project: Mr. Simpson discussed awarding a General Contractor Agreement for Playground Expansion Project with the Board.

Xeriscape 2026 Demo Proposal From BrightView Landscape Services, Inc.: Mr. Simpson reviewed the Xeriscape 2026 Demo proposal from BrightView Landscape Services, Inc. with the Board.

Concrete Repair Proposal From Guizar Concrete Construction LLC: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the Concrete Repair proposal from Guizar Concrete Construction LLC.

Winter Event Plans: Mr. Simpson reviewed the Holly Jolly Jamboree flyer with the Board.

Pest Control Update: Mr. Simpson provided an update on pest control.

Pet Waste Strategy: Mr. Simpson discussed ongoing pet waste issues with the Board. Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved additional language "It's the Law" to new signage.

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Garage Alley Lighting Update: Mr. Simpson provided an update on the garage alley lighting on 564 E. Dry Creek.

Park Irrigation Repair Status: Mr. Simpson provided an update on repair of park irrigation.

Shared Planter Bed Cleanup Plan: Mr. Simpson discussed with the Board. The Board directed staff to send an email blast regarding the shared planter bed cleanup plan.

Playground and Gazebo Structure Construction Bid Status: Mr. Simpson reviewed with the Board. Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board approved the proposal from Altitude Recreation, for amount not to exceed \$41,000.

Townhome Water Use and Cost Allocation Options: Mr. Simpson explained the Townhome water usage and proposed cost allocation plan with the Board. Members of the public asked questions. The Board approved a change to the Townhome water billing methodology effective 2026, transitioning to quarterly billing in arrears based on actual metered usage for each townhome building, with costs allocated equally among units within each building served by a shared meter.

2026 Meeting Schedule: Mr. Simpson discussed the 2026 meeting schedule with the Board. Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the proposed meeting schedule of February 10, May 12, August 11 and November 10, 2026 with meetings beginning at 4:30 p.m.

Bulletin Boards in Park: Mr. Simpson discussed the bulletin boards in the park with the Board.

LEGAL MATTERS

2026 Annual Administrative Resolution: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board adopted the 2026 Annual Administrative Resolution.

Resolution Determining Not to Provide Workers' Compensation Insurance Coverage for Uncompensated Members of the Board of Directors: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board adopted the Resolution Determining Not to Provide Workers' Compensation Insurance Coverage for Uncompensated Members of the Board of Directors.

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Resolution Designating an Official Custodian and a Custodian for Purposes of CORA: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board adopted the Resolution Designating an Official Custodian and a Custodian for Purposes of CORA.

Rules Related to Requests for Inspection of Public Records Pursuant to CORA: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board adopted the Rules Related to Requests for Inspection of Public Records Pursuant to CORA.

Dissolution of District No. 1: Ms. Fritsche reported on the status of dissolution of District No. 1.

Updated Fritsche Law Engagement Letter (HB25-1090): Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Browning and, upon vote, unanimously carried, the Board approved the updated Fritsche Law Engagement Letter (HB25-1090).

OTHER BUSINESS

Vacant position(s) on Board: Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Briones-Siria and, upon vote, unanimously carried, the Board appointed Theresa Toves to the Board to a term ending in 2027.

PUBLIC COMMENT

None.

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 7:52 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