

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2 (THE  
“DISTRICT”)  
HELD  
APRIL 26, 2022

A regular meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) (referred to hereafter as the “Board”) was convened on Tuesday, April 26, 2022, at 5:30 p.m. via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance:

Phil Cernanec, President  
Holly Bundschu, Treasurer  
Maria McAfee, Assistant Secretary  
Jim Bowlby, Jr., Assistant Secretary  
Zach Tedeschi, Director

#### Also, In Attendance:

Denise Denslow, Stephanie Odewumi and Thuy Dam; CliftonLarsonAllen LLP (“CLA”)  
Joan Fritsche, Esq.; Fritsche Law, LLC  
Dennis Bedford; BrightView Landscaping  
Isabelle Lockwood; AMLI Residential  
Lynn Christensen and other District residents

### ADMINISTRATIVE MATTERS

**Call to order and approval of agenda:** Chairman Cernanec called the meeting to order at 5:32 p.m. Following review, upon a motion duly made, seconded and, upon vote, unanimously carried, the Board approved the agenda as amended.

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

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

**Public comment:** Ms. Lockwood informed the Board of a community input meeting with AMLI on May 2<sup>nd</sup> at 6:00 p.m. and stated that there will be a short presentation from the City of Littleton regarding zoning. Mr. Martinelli informed the Board that pet signs are falling over and need repairs in the southeast area of the dog park. Discussion ensued regarding corner lot development. Ms. Christensen asked if the Board has discussed holding meetings in-person again and if residents can receive prompt notice of meetings that are rescheduled or cancelled.

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### CONSENT AGENDA

#### **Minutes from the January 18 and January 25, 2022 Board Meetings:**

#### **Interim Claims:**

#### **March 31, 2022 Cash Position Report:**

#### **Engagement Letter for Legal Services with Winzenburg, Leff, Purvis & Payne LLP:**

Following review, upon a motion duly made by Director Bundschu, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved and/or accepted the Consent Agenda items A, B and C as presented. The Board reviewed the Engagement Letter for Legal Services with Winzenburg, Leff, Purvis & Payne LLP as special counsel for the enforcement of covenant violations, if necessary. Director Cernanec stated that the Board is concerned about fees and rouge Districts and Homeowners' Associations imposing fees/fines. Following review and discussion, upon a motion duly made by Director Cernanec, seconded by Director Bowlby and, upon vote, unanimously carried, the Board ratified the Engagement Letter for Legal Services with Winzenburg, Leff, Purvis & Payne LLP, as presented.

### FINANCIAL MATTERS

**Draft 2021 Audit:** Ms. Dam reviewed the draft 2021 Audit with the Board. Director Cernanec requested a breakdown of assets. Following review, upon a motion duly made by Director Bundschu, seconded by Director McAfee and, upon vote, unanimously carried, the Board approved the draft 2021 Audit, as presented.

**Public hearing to consider amendment of the 2021 Budget; Resolution to Amend the 2021 Budget:** Chairman Cernanec opened the public hearing at 6:07 p.m. It was noted that publication of Notice stating that the Board would consider an amendment of its 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

Ms. Christensen requested that both the meeting packet and agenda be posted on the District's website prior to the meeting if a public hearing will be held. public comments were accepted, and Chairman Cernanec closed the public hearing at 6:08 p.m.

Following review, upon a motion duly made by Director Bundschu, seconded by Director McAfee and, upon vote, unanimously carried, the Board approved the amendment to its 2021 Budget Debt Service Fund and adopted the Resolution to Amend the 2021 Budget, as presented.

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**Other:** None.

### MANAGER MATTERS

**April 2022 BrightView Landscape Report:** Mr. Bedford reviewed the April 2022 BrightView Landscape Report with the Board, noting the proposal for irrigation repairs in an amount of \$1,324.72. Discussion ensued regarding the irrigation system warranty and potential future damages. The Board determined to appoint Director Tedeschi to oversee the review and approval of the irrigation system repair proposal upon further research.

**CliftonLarsonAllen LLP website management:** The Board requested bids for website management. No action was taken.

**Other:** None.

### LEGAL MATTERS

**May 2022 Directors' Election:** It was noted that the election was cancelled as there were not more candidates than seats to be filled. Directors Bundschu, McAfee, Bowlby and Tedeschi were elected by acclamation. It was noted that the Oaths of Office will be completed following the May 3<sup>rd</sup> election date.

### DIRECTOR MATTERS

**Secretary to the Board:** Upon a motion duly made by Chairman Cernanec, seconded by Director Bundschu and, upon vote, unanimously carried, the Board elected Director Tedeschi as the District's Secretary.

**Basketball hoop restrictions and potential basketball court construction:** Director Bowlby stated that he has contacted three vendors and only one was responsive. Discussion ensued regarding 2022 Budget constraints due to the total cost of approximately \$90,000. It was noted that this project will be considered for the 2023 Budget.

**Playground mulch renewal:** No update was provided.

**Murphy USA gas station:** It was noted that the Board has reviewed a letter to the City in objection to the proposal for installing a gas station in the District. The City has informed the Board that their planning project manager is reviewing the letter.

**Republic Services waste collection community issues:** Director Tedeschi noted that he and Ms. Denslow met with Republic Services and pickups improved since then. He stated that Republic Services advised that residents should set up a one-time roll off for large item pickups and a setup location.

**Stump removal and bidding:** Directors Bundschu and Bowlby stated that they have partnered together to place the stumps and update the pricing of the work.

**Sinkhole repair:** It was noted that the City approved a contract for an analysis

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and engineering of the sinkhole repair, with an estimated time of six months. An update will be provided at the next meeting.

**Design Review Committee process:** Director Bowlby informed the Board that there will be a Design Review Committee meet and greet on May 21<sup>st</sup>. He stated that the Committee process is being reviewed and will require further discussion.

**Request for Proposals for community management and finance:** Directors Bowlby and McAfee stated that they prepare and send out Requests for Proposals for district management and accounting services.

**Sprinkler system power timeline:** The Board discussed the sprinkler system power timeline. No action was taken.

**AMLI's expansion plan and approval process. Dog open space/installation of additional parking garage:** The Board discussed AMLI's expansion plan and City approval process, the dog open space, and installation of an additional parking garage. No action was taken.

**AMLI pet waste and furniture disposal:** The Board discussed the nuisance caused by AMLI residents' pet waste and furniture disposal. No action was taken.

### OTHER BUSINESS

**AMLI Residential introduction:** This item was addressed earlier in the meeting.


**Quorum for the next meeting:** Chairman Cernanec noted that he will be out of town for the next meeting and Director Tedeschi is expecting a new baby. A quorum was tentatively confirmed for the next regular meeting on July 26, 2022 at 5:30 p.m.

### ADJOURNMENT

There being no further business to come before the Board at this time, Director Cernanec adjourned the meeting at 7:12 p.m.

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

Respectfully submitted,

DocuSigned by:  
  
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Secretary for the Meeting