

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 2
HELD
AUGUST 2, 2022

A special meeting of the Board of Directors (the “Board”) of the Littleton Village Metropolitan District No. 2 (the “District”) was convened on Tuesday, August 2, 2022, at 5:00 p.m. via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Holly Bundschu, Treasurer
Maria McAfee, Assistant Secretary
Jim Bowlby, Jr., Assistant Secretary
Zach Tedeschi, Secretary

President Phil Cernanec was absent and excused.

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, Ken Martinelli, Britney, Deb Keith, Diana Kurk and other District residents

ADMINISTRATIVE MATTERS

Call to order and approval of agenda: Ms. Denslow called the meeting to order at 5:09 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 agenda, as amended to include the election of officers and Executive Session.

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. Director Cernanec was absent and excused.

Public comment: Ms. Christensen requested notes for the newsletter to be distributed to the community. She discussed work completed by BrightView and Mr. Bedford stated that the free mulch that had been distributed from spring storm mulch programs was too inconsistent to use in the community. It was noted that there is a proposal pending approval for filling in holes from removed

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trees. Ms. Christensen requested that notification be provided when weed control products are used. She and Ms. Denslow discussed the cost of the community dumpster for Dumpster Day, noting that the cost was approximately \$340 per dumpster with a \$75 per delivery fee, totaling approximately \$830. Ms. Kirk inquired about mulch in the remaining 5 units in the two-story units. It was noted that these should be completed within the next week. Mr. Martinelli discussed tree replacement and garbage can violations with the Board. Ms. Denslow stated that she reached out to the City of Littleton regarding the landscaping installation on the north side of the new apartment complex to determine if it was installed according to approved plans. Ms. Lockwood informed the Board that there is a second AMLI community meeting on August 9th at 6:00 p.m. She will provide information to CLA to distribute via email to the community.

ELECT BOARD OFFICERS

Ms. Fritsche noted this is the first Board meeting after the May 3, 2022 Directors' election and following discussion, upon motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the following slate of officers of the Board was elected:

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

CONSENT AGENDA

Minutes from the April 26, 2022 Board Meeting:

Interim Claims:

June 30, 2022 Financial Statements and Cash Position Report:

Following review, upon a motion duly made by Director Tedeschi, seconded by Director Bowlby and, upon vote, unanimously carried, the Board approved and/or accepted the Consent Agenda items, as presented.

FINANCIAL MATTERS

Other: None.

MANAGER MATTERS

July 2022 BrightView Landscape Report: Mr. Bedford reviewed the July 2022 BrightView Landscape Report with the Board.

Website Management Bids Received: Ms. Denslow informed the Board that the current website administrator is retiring and presented alternative management options. It was noted that Directors Bundschu and Bowlby will form a website committee and Ms. Denslow will confirm when the current

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website administrator is to retire. Following discussion, upon a motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the Board directed Directors Bowlby and Bundschu to research website vendors.

CliftonLarsonAllen LLP Website Management: This item was deferred until the website committee researches website vendors.

Other: None.

LEGAL MATTERS

Other: None.

DIRECTOR MATTERS

Playground Mulch Renewal and First Priority Areas Around Units and Moving Forward with Additional Mulching as Budget Allows: Director Tedeschi informed the Board that he has been working with Mr. Bedford on the playground mulch renewal. He stated that he and Mr. Bedford walked the community several times to prioritize the installation. Director Tedeschi will work with CLA to determine amount of remaining funds available and get as much done as possible this year.

Murphy USA Gas Station: Director Bowlby informed the Board that Director Cernanec confirmed that there is no update on this item at this time.

Republic Services Waste Collection Community Issues: Director Tedeschi noted that Dumpster Day was a success and could be a potential recurrence in the fall once landscaping items are completed.

Stump Removal of Additional Trees: Director Bowlby stated that there were more tree stumps removed than in the contractor's estimate and that a total of 61 stumps were removed by the contractor.

Sinkhole Repair: Director Bowlby stated that he spoke with the City of Littleton's engineer, Brian Thompson, regarding the sinkhole repair. It was noted that the City should have the design complete within the next two weeks, accompanied by a detailed plan. It was noted that it will take approximately eight weeks to complete the bidding process and select a contractor. It was noted that the goal is to complete the sinkhole repair this fall.

Design Review Committee Process: This item was deferred.

Sprinkler System Power Timeline: This item was deferred.

AML's Expansion Plan and Approval Process and Dog Open Space/Installation of Additional Parking Garage: This item was discussed briefly during Public Comment. The Board requested more information be

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shared following the August 9th community meeting regarding open space and how to address the inevitable increase in the dog population. Ms. Lockwood also stated that AMLI has a crew come out on a monthly basis to maintain the lot and remove trash and dumped items.

Board Positions, Duties and Responsibilities: This item was discussed in Executive Session.

Bill Approval Process: It was noted that Director McAfee is the primary signer and Director Bundschu is the secondary signer until Director Cernanec can attend a meeting to discuss further. Director McAfee requested a meeting with Ms. Dam to review the process.

Request for Proposals for Community Management and Finance: This item was discussed in Executive Session.

OTHER BUSINESS

Quorum for the next meeting: Director Bowlby noted he is not available for the October 25, 2022 meeting. A quorum was tentatively confirmed for a special meeting on October 18, 2022 at 5:30 p.m.

EXECUTIVE SESSION

Executive Session pursuant to Sections 24-6-402(4)(b) and (e), C.R.S.: Upon a motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the Board entered into Executive Session at 6:47 p.m. for the purpose of receiving legal advice related to District contracts and to provide direction on contract negotiations. No record will be kept for that portion of the Executive Session that, in the opinion of the District's Attorney, constitutes privileged attorney-client communications pursuant to § 24-6-402(4)(b), C.R.S. The Board did not take any formal action during Executive Session, pursuant to § 24-6-402(4), C.R.S. Upon a motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the Board exited Executive Session and returned to the regular meeting at 7:25 p.m.

No further action was taken by the Board.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Bowlby, seconded by Director Tedeschi and, upon vote, unanimously carried, the Board adjourned the meeting at 7:26 p.m.

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

Respectfully submitted,

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DocuSigned by:
Zach Tedeschi
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Secretary for the Meeting