

**LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1-3  
SPECIAL BOARD MEETING**

<b>District No. 1 Board of Directors:</b>	<b>Office:</b>	<b>Term Expires:</b>
John Buchanan	President	May 2023
Sherry Buchanan	Secretary	May 2023
John Buchanan	Treasurer	May 2022
Vacant	Director	May 2022
Vacant	Director	May 2023
<b>District No. 2 Board of Directors:</b>	<b>Office:</b>	<b>Term Expires:</b>
Phil Cernanec	President	May 2023
Holly Bundschu	Treasurer	May 2022
Chrystia Losianovich	Secretary	May 2022
Michael Bolsinger	Director	May 2023
Zach Tedeschi	Director	May 2023
<b>District No. 3 Board of Directors:</b>	<b>Office:</b>	<b>Term Expires:</b>
John Buchanan	President	May 2023
John Buchanan	Treasurer	May 2022
Sherry Buchanan	Secretary	May 2022
Cynthia Myers	Director	May 2023
Brian Mulqueen	Director	May 2023

**DATE:** Tuesday, November 24, 2020  
**TIME:** 5:30 p.m.  
**PLACE:** Online Meeting via Zoom

*Due to the State of Emergency declared by Governor Polis and Public Health Orders and the threat posed by the COVID-19 coronavirus, individuals may attend via teleconferencing using the following directions*

**Copy and paste the link below into your web browser:**

<https://zoom.us/j/94005296402?pwd=eit6ZEIXZVpkcVFldGpEd09JeHZlQT09>

**Meeting ID: 940 0529 6402 Passcode: 970428 Or via Phone: 1-346-248-7799**

1. **Call to Order**
2. **Declaration of Quorum/Director Qualifications/Disclosure of Conflicts**
3. **Public Comments** (*Three minutes per speaker, not including response time to Board questions*)
4. **Approval of Consent Items** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)

- A. Approval of October 27, 2020 Special Meeting Minutes (**District Nos. 1-3**) (enclosed)
- B. Approval of 2021 Administrative Resolution (**District Nos. 1-3**) (enclosed)
- C. Ratify 2019 Annual Report (**District Nos. 1-3**) (enclosed - without exhibits)
- D. Authorize District Insurance Renewal and SDA membership
- E. Ratify and Approve Claims (**District No. 1**) (enclosed)
- F. Acceptance of Current Cash Position (**All Districts**) (enclosed)
- G. Ratify 3<sup>rd</sup> Quarter Continuing Disclosure Report (**District No. 2**) (enclosed)
- H. Approval of Checking Account and the implementation of Bill.com (**District Nos. 2 and 3**)
- I. Approval of Engagement with Wipfli LLP for 2020 Audit (**District No. 1 and District No. 2**) (enclosed)

## 5. **Financial**

- A. 2020 Budget Amendment Public Hearings (if needed)
  - i. Conduct Public Hearing to Consider Amending the 2020 Budget; Consider Approval of Resolution to Amend 2020 Budget for District No. 1 (**District No. 1**)
  - ii. Conduct Public Hearing to Consider Amending the 2020 Budget; Consider Approval of Resolution to Amend 2020 Budget for District No. 2 (**District No. 2**)
  - iii. Conduct Public Hearing to Consider Amending the 2020 Budget; Consider Approval of Resolution to Amend 2020 Budget for District No. 3 (**District No. 3**)
- B. 2021 Budget Hearings
  - i. Conduct Public Hearing to Consider Adoption of the 2021 Budget, Appropriation of Funds for Expenditures and Certification of Mill Levies; Consider Approval of Resolution to Adopt the 2021 Budget, Appropriating Funds for Expenditures and Certifying Mill Levies for District No. 1 (**District No. 1**)
  - ii. Conduct Public Hearing to Consider Adoption of the 2021 Budget, Appropriation of Funds for Expenditures and Certification of Mill Levies; Consider Approval of Resolution to Adopt the 2021 Budget, Appropriating Funds for Expenditures and Certifying Mill Levies for District No. 2 (**District No. 2**)
  - iii. Conduct Public Hearing to Consider Adoption of the 2021 Budget, Appropriation of Funds for Expenditures and Certification of Mill Levies; Consider Approval of Resolution to Adopt the 2021 Budget, Appropriating Funds for Expenditures and Certifying Mill Levies for District No. 3 (**District No. 3**)

- C. Resolution Concerning the Imposition of a Maintenance Fee and Administrative Fee **(District No. 2)** (enclosed)
- D. Resolution Concerning the Imposition of a Water Invoicing Fee **(District No. 2)** (enclosed)
- E. Resolution Concerning the Imposition of a Maintenance Fee for the Commercial Units **(District No. 3)**
- F. Resolution Concerning the Imposition of a Maintenance Fee for the Condominium Units **(District No. 3)** (enclosed)
- G. Resolution Concerning the Imposition of an Administrative Fee and a Design Review Fee **(District No. 3)** (enclosed)
- H. Other

## 6. Separation Items

- A. Intergovernmental Agreements
  - i. Termination of District Administrative Services Agreement **(District Nos. 1-3)** (enclosed)
  - ii. Cost Sharing Agreement **(District Nos. 2 and 3)** (enclosed)
  - iii. Agreement Regarding Maintenance Fees **(District Nos. 2 and 3)** (enclosed)
- B. District No. 1 Consent Items (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
  - i. Deed from District No. 1 to District No. 2 for Tracts in District No. 2
  - ii. Deed from District No. 1 to District No. 3 for Tracts in District No. 3
  - iii. Assignment and Assumption of Access Easement and Maintenance and Water Invoicing Agreements between District No. 1 and Century to District No. 2
  - iv. Assignment and Assumption of Access Easement and Maintenance Agreement between District No. 1 and Richmond to District No. 2
  - v. Resolution Terminating the Amended and Restated Resolution Concerning the Imposition of a Maintenance Fee, an Administrative Fee and a Design Review Fee
  - vi. Resolution Terminating the Amended and Restated Resolution Concerning the Imposition of an Administrative Fee and a Design Review Fee
  - vii. Resolution Terminating the Resolution Concerning the Imposition of a Maintenance Fee
  - viii. Resolution Terminating the Resolution Concerning the Imposition of a Water Invoicing Fee
  - ix. Assignment of Rights Under Protective Covenants and Restrictions of Littleton Village (District No. 2) from District No. 1 to District No. 2
  - x. Assignment of Rights Under Protective Covenants of Littleton Village (District No. 2 – Parcels F, G and J) from District No. 1 to District No. 2
  - xi. Assignment of Rights Under the Declaration of Covenants, Conditions and Restrictions for Littleton Village (District No. 3) from District No. 1 to District No. 3

- C. District No. 2 Consent Items (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
  - i. Deed from District No. 1 to District No. 2 for Tracts in District No. 2
  - ii. Assignment and Assumption of Access Easement and Maintenance and Water Invoicing Agreements between District No. 1 and Century to District No. 2
  - iii. Assignment and Assumption of Access Easement and Maintenance Agreement between District No. 1 and Richmond to District No. 2
  - iv. Assignment of Rights Under Protective Covenants and Restrictions of Littleton Village (District No. 2) from District No. 1 to District No. 2
  - v. Assignment of Rights Under Protective Covenants of Littleton Village (District No. 2 – Parcels F, G and J) from District No. 1 to District No. 2
  - vi. Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges
  - vii. Resolution Regarding Policies, Procedures and Penalties for the Enforcement of the Governing Documents
  - viii. Resolution Adopting Rules and Regulations and Architectural Guidelines
  
- D. District No. 3 Consent Items (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
  - i. Deed from District No. 1 to District No. 3 for Tracts in District No. 3
  - ii. Assignment of Rights Under the Declaration of Covenants, Conditions and Restrictions for Littleton Village (District No. 3) from District No. 1 to District No. 3
  - iii. Resolution Regarding Policies, Procedures and Penalties for the Enforcement of the Governing Documents

**7. Manager Items**

- A. Discuss and Consider Approving a Snow Removal Contract with Brightview for 2021  
**(District Nos. 1 and 2)** (to be distributed)
  
- B. Discuss and Consider Approving a Trash Agreement with Waste Management for 2021  
**(District Nos. 1 and 2)** (to be distributed)
  
- C. Other

**8. Director Items**

- A. Other

**9. Other Business**

- A. Other

- 10. Executive Session** of the Boards of Directors for the purpose of receiving legal advice pursuant to Section 24-6-402(4)(b), Colorado Revised Statutes, and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations, and instructing negotiations pursuant to Section 24-6-402(4)(e), Colorado Revised Statutes as both relate to the settlement of Hinsdale Avenue and discussions with the City of Littleton regarding the same. **(District Nos. 1-3)**
- 11. Next Meeting – December 22, 2020**

  - A. Confirmation Cancellation or Rescheduling for December 22, 2020 Regular Meeting
- 12. Adjournment**