

LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1 & 3  
8390 E. Crescent Parkway, Suite 300  
Greenwood Village, CO 80111  
Phone: 303-779-5710

[www.littletonvillagemd.com](http://www.littletonvillagemd.com)

**NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Tuesday, October 12, 2021  
**TIME:** 5:30 p.m.  
**LOCATION:** Via Microsoft Teams

You can attend the meetings in any of the following ways:

**URL:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YTVjMDA5M2QtMTY4MS00YzE4LWJkNTYtNjVhZTA0NzMzMjU5%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2216b1c71c-d483-4feb-8929-2d72ea1cdf59%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTVjMDA5M2QtMTY4MS00YzE4LWJkNTYtNjVhZTA0NzMzMjU5%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2216b1c71c-d483-4feb-8929-2d72ea1cdf59%22%7d)

**Dial in:**

**1-720-547-5281** United States, Denver  
Phone Conference ID: **262 289 581#**

**Board of Directors District No. 1**

John Buchanan, Jr.  
Sherry Buchanan  
John Buchanan  
Vacant  
Vacant

**Office**

President  
Secretary  
Treasurer  
Director  
Director

**Term Expires**

May, 2023  
May, 2023  
May, 2022  
May, 2022  
May, 2023

**Board of Directors District No. 3**

John Buchanan, Jr.  
Sherry Buchanan  
John Buchanan  
Vacant  
Vacant

**Office**

President  
Secretary  
Treasurer  
Director  
Director

**Term Expires**

May, 2023  
May, 2022  
May, 2022  
May, 2023  
May, 2023

**I. ADMINISTRATIVE MATTERS**

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.

- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. Public comment.

Members of the public may express their views to the Board on matters that affect the Districts that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

## **II. CONSENT AGENDA**

- A. Review and consider approval of minutes from the August 17, 2021 Special Board Meeting (enclosed).
- B. Review and consider adoption of 2022 Annual Administrative Resolutions (enclosed).
- C. Discuss and consider approval of 2022 insurance renewal. Consider approval of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or TCW and authorize membership in the Special District Association.
- D. Ratify and approve Interim Claims (District No. 3) (enclosed).
- E. Acceptance of current Cash Positions (District No. 3) (enclosed).
- F. Consider ratification of Acceptance of 2020 Audit Exemptions (enclosed).
- G. Authorization of District Accountant to prepare Application for Exemption from 2021 Audit.
- H. Consider ratification of 2020 Annual Reports (enclosed).

## **III. FINANCIAL MATTERS**

- A. 2021 Budget Amendment Public Hearings (if needed).
  - 1. Conduct public hearing to consider amending the 2021 Budget; consider adoption of Resolution to Amend the 2021 Budget for District No. 1 (enclosed).
- B. 2022 Budget Hearings.
  - 1. Conduct public hearing to consider adoption of the 2022 Budget; Appropriation of Funds for Expenditures and Certification of Mill Levies; consider adoption of Resolution to Adopt the 2022 Budget, Appropriating Funds for Expenditures and Certifying Mill Levies for District No. 1 (enclosed).

2. Conduct public hearing to consider adoption of the 2022 Budget; Appropriation of Funds for Expenditures and Certification of Mill Levies; consider adoption of Resolution to Adopt the 2022 Budget, Appropriating Funds for Expenditures and Certifying Mill Levies for District No. 3 (enclosed).

C. Other.

#### **IV. LEGAL MATTERS**

A. Discuss 2021 Legislative Updates (enclosed).

B. Street issue update (District No. 1).

C. Discuss Board vacancies.

D. Consider adoption of Resolution Calling a Regular Election for Directors on May 3, 2022, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosed). Discuss Self-Nomination and Acceptance Forms due date and need for ballot issues and/or questions.

E. Other.

#### **V. MANAGER MATTERS**

A. Consider approval of CliftonLarsonAllen LLP master service agreement and related statement(s) of work for District No. 3 (enclosed).

B. Review and consider approval of Annual Snow Service Order for 2021-2022 from BrightView Landscape Services, Inc. for District Nos. 2 & 3 (enclosed).

C. Other.

#### **VI. DIRECTOR MATTERS**

A. Cost-saving opportunities update.

B. Other.

#### **VII. OTHER BUSINESS**

A. Discuss conversion of detention pond to underground detention and possible conveyance of property to development entity in relation to the same.

B. Update on engagement of an architectural firm to assist the Architectural Review Committee.

C. Confirm quorum for the next meeting.

**IX. ADJOURNMENT**

**The next regular meeting is to be determined.**