

# RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LITTLETON VILLAGE METROPOLITAN DISTRICT NO. 3  
(THE “DISTRICT”)  
HELD  
MAY 6, 2024

A special meeting of the Board of Directors of the Littleton Village Metropolitan District No. 3 (referred to hereafter as the “Board”) was convened on Monday, May 6, 2024 at 1:00 p.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

## ATTENDANCE

### Directors In Attendance Were:

John (Jack) C. Buchanan, Jr., President  
Sherry Buchanan, Secretary/Treasurer

### Also, In Attendance Were:

Stephanie Odewumi and Thuy Dam; CliftonLarsonAllen LLP (“CLA”)  
Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C. (“ISP”)

## ADMINISTRATIVE MATTERS

**Call to Order and Agenda:** The Board called the meeting to order at 1:02 p.m. Following review, upon a motion duly made by Director Sherry Buchanan, seconded by Director Jack Buchanan and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Disclosures of Potential Conflicts of Interest:** The Board was advised that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. Attorney Pogue reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State’s Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Attorney Pogue inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

**Quorum, Location of Meeting and Posting of Meeting Notice:** The Board confirmed a quorum, the location of the meeting and the posting of the meeting notice.

**Public Comment:** No public comment.

## FINANCIAL

### **Residential Fees and PIF Demand:**

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### MATTERS

**Executive Session:** Upon a motion duly made by Director Sherry Buchanan, seconded by Director Jack Buchanan and, upon vote, unanimously carried, the Board entered into Executive Session at 1:04 p.m., pursuant to § 24-6-402(4)(b) & (e), C.R.S. for the purpose of consultation with the attorney on specific legal questions related to the use and collection of PIF and residential maintenance fees with CLA participation, determining positions relative to matters that may be subject to negotiations and developing strategy, and instructing negotiators, and receiving legal advice thereon.

The Board adjourned out of Executive Session at 2:29 p.m.

The Board directed legal counsel and accounting to act on the items discussed in Executive Session.

Director Jack Buchanan made motion, seconded by Director Sherry Buchanan and, upon vote, unanimously carried, the Board approved an evaluation of the 2024 Budget and decided to provide the Board an overview of areas to cutback in order to avoid a second maintenance fee in the Fall. The Board listed areas of landscaping to remain within the scope of work.

### OTHER BUSINESS

None.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Jack Buchanan, seconded by Director Sherry Buchanan and, upon vote, unanimously carried, the Board adjourned the meeting at 2:34 p.m.

Respectfully submitted,

Signed by:



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Secretary for the Meeting