

# LITTLETON VILLAGE METROPOLITAN DISTRICT NOS. 1 & 3

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Greenwood Village, CO 80111

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

## **NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** Tuesday, October 10, 2023

**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\\_N2MzNTkwNjltZDNhOC00NWUyLTljZGUtYTRkMjNjNzQzNGJm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e93cd08-3bae-48d3-b32e-d8f57cd88c24%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2MzNTkwNjltZDNhOC00NWUyLTljZGUtYTRkMjNjNzQzNGJm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e93cd08-3bae-48d3-b32e-d8f57cd88c24%22%7d)

**Dial in:**

**1-720-547-5281** United States, Denver

Phone Conference ID: **799 187 48#**

**Board of Directors District No. 1**

John Buchanan, Jr.

Sherry Buchanan

Vacant

Vacant

Vacant

**Office**

President

Secretary/Treasurer

Treasurer

Director

Director

**Term Expires**

May, 2027

May, 2027

May, 2025

May, 2025

May, 2025

**Board of Directors District No. 3**

John Buchanan, Jr.

Sherry Buchanan

Vacant

Vacant

Vacant

**Office**

President

Secretary/Treasurer

Treasurer

Director

Director

**Term Expires**

May, 2027

May, 2025

May, 2025

May, 2025

May, 2027

**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 notice.
- 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 January 24, 2023 Regular Meeting of the Districts (enclosed).
- B. Ratify and approve Unaudited Financial Statements for the period ending June 30, 2023 (District No. 3) (enclosed).
- C. Ratify and approve Interim Claims (District No. 3) (enclosed).
- D. Acceptance of current Cash Positions (District No. 3) (enclosed).
- E. Ratification of Easement Agreement between District No. 3 and PPF AMLI Littleton Village II, LLC (enclosed).
- F. Consider approval of Resolution No. 2023-10-01 Regarding the 2024 Annual Administrative Matters Resolution (enclosed).
- G. Consider approval of Resolution No. 2023-10-02 Regarding the 2024 Meeting Resolution (enclosed).

## **III. FINANCIAL MATTERS**

- A. Public hearing on the proposed amended 2023 Budgets (if needed).
  - 1. Consider approval of amended 2023 Budgets; consider approval of Resolution to Amend Budgets; and Appropriate Sums of Money.
- B. Public hearing on the proposed 2024 Budgets.
  - 1. Consider approval of Resolution Approving Proposed 2024 Budget, Certification of Mill Levy, and Appropriate Sums of Money (District No. 1) (enclosed).
  - 2. Consider approval of Resolution Approving Proposed 2024 Budget, Certification of Mill Levy, and Appropriate Sums of Money, including Imposition of the 2024 Maintenance Fee (District No. 3) (enclosed).

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

- A. Consider adoption of Amended and Restated Resolution Adopting a Public Records Policy (enclosed).
- B. Discuss Littleton Village Metropolitan District No. 2 Bond Refinancing.
- C. Discuss detention pond parcel development (District No. 3).

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

- A. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and Statement(s) of Work for 2024 (District No. 3) (to be distributed).
- B. Review September 2023 Monthly Maintenance Report from BrightView Landscape Services, Inc. (enclosed).
- C. Review and consider approval of Independent Contractor Agreement for 2024 Snow Removal Services between the District and BrightView Landscape Services, Inc. (District No. 3) (enclosed).
- D. Review and consider approval of 2024 Landscape Services Agreement between the Districts and BrightView Landscape Services, Inc. (District No. 3) (enclosed).
- E. Review and consider approval of proposal for Tree Replacements on North Side of Fremont Street from BrightView Landscape Services, Inc. in the amount of \$7,295 (District No. 3) (enclosed).
- F. Authorize finalization of 2024 insurance renewal and Board member approval prior to year end.
- G. Discuss and consider worker's compensation insurance for 2024 (enclosed).
- H. Consider authorization of renewing membership in the Special District Association for 2024.

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

- A. Update on cost assessment to District No. 3 users/owners for access road and project manager.

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

#### **VIII. ADJOURNMENT**

**There are no more regular meetings scheduled for 2023.**