

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 4 HELD FEBRUARY 26, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 4 (referred to hereafter as the “Board”) was convened on Monday, February 26, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Mark J. Witkiewicz
Andrew R. Klein
Paige C. Langley
Megan Waldschmidt
Blake Amen

Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

Jon Hoistad, Esq.; McGeady Becher P.C.

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

ADMINISTRATIVE MATTERS

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. It was noted that a quorum was present, and Attorney Hoistad requested members of the Board disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney Hoistad noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

Agenda: Ms. Ripko distributed for the Board's review and approval a proposed Agenda for the District’s Regular Meeting.

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley and, upon vote, unanimously carried, the Agenda was approved.

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Meeting Location/Manner and Posting of Meeting Notice: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s Board meeting. The Board determined that the meeting would be held via video/telephonic means and encouraged public participation via video or telephone. The Board further noted that notice of the time, date and location/manner of the meeting was duly posted on the District website, and that the Board had not received any objections to the video/telephonic manner of the meeting, or any requests that the video/telephonic manner of the meeting be changed by taxpaying electors within the District’s boundaries.

CONSENT AGENDA

The Board considered the following actions:

- Review and approve Minutes of the January 22, 2024 Regular Meeting.

Following review and discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley and, upon vote, unanimously carried, the Board approved the above Consent Agenda items/actions.

PUBLIC COMMENT

There were no public comments.

CAPITAL/ CONSTRUCTION MATTERS

Engineer’s Report and Verification of Costs Associated with Public Improvements Report No. 21 (“Report No. 21”): The Board discussed Report No. 21, dated February 29, 2024, prepared by Schedio Group LLC, for verified public improvement costs in the amount of \$66,690.38.

Following review and discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried, the Board approved Report No. 21, subject final review by the District Accountant.

Acceptance of Verified Public Improvement Costs Pursuant to Report No. 21: The Board discussed accepting verified public improvement costs pursuant to Report No. 21.

Following review and discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried, the Board accepted the verified public improvement costs pursuant to Report No. 21, subject to final review by the District Accountant.

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LEGAL MATTERS **Resolution No. 2024-02-01 Regarding the Imposition of Administrative, Operations, and Maintenance Fees:** The Board reviewed Resolution No. 2024-02-01 Regarding the Imposition of Administrative, Operations, and Maintenance Fees.

Following review and discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried, the Board adopted Resolution No. 2024-02-01 Regarding the Imposition of Administrative, Operations, and Maintenance Fees.


Resolution No. 2024-02-02 Adopting Policies and Procedures Governing the Enforcement of the Loretto Heights Residential Community Declaration and Declaration of Covenants: The Board deferred discussion.

Operation Funding Agreement: Director Witkiewicz provided direction to staff regarding the terms of the Operation Funding Agreement by and between Loretto Heights Metropolitan District No. 4 and THB Loretto Land LLC. No action was taken by the Board.

OTHER BUSINESS There was no other business.

ADJOURNMENT There being no further business to come before the Board at this time, upon motion duly made by Director Witkiewicz, seconded by Director Langley and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 
Secretary for the Meeting