

# LORETTO HEIGHTS METROPOLITAN DISTRICT NOS. 1-5 LORETTO HEIGHTS PROGRAMMING METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
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<https://lorettoheightsdistricts.com>

## NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Mark J. Witkiewicz	President	2025/May 2025
Andrew R. Klein	Assistant Secretary	2025/May 2025
Paige C. Langley	Assistant Secretary	2027/May 2027
Megan Waldschmidt	Assistant Secretary	2025/May 2025
Blake Amen	Assistant Secretary	2027/May 2027
Peggy Ripko	Secretary	

DATE: February 26, 2024

TIME: 2:00 p.m.

PLACE: **Zoom Meeting: This meeting will be held via Zoom without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:**

Zoom information:

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>

**Meeting ID: 862 6755 0643**

**Passcode: 987572**

**Dial In: 1-719-359-4580**

### I. ADMINISTRATIVE MATTERS

A. Present disclosures of potential conflicts of interest.

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B. Confirm quorum; confirm location of meeting, posting of meeting notices and approve agenda.

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II. CONSENT AGENDA – These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- Review and approve minutes of the January 22, 2024 Regular Meeting (enclosures – **LHMD 1-5, LHPD**).
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III. PUBLIC COMMENTS

A. Members of the public may express their views to the Board on matters that affect the Districts. Comments will be limited to three (3) minutes.

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IV. FINANCIAL MATTERS

A. Review and ratify approval of the payment of claims for the periods beginning \_\_\_\_\_, 2023 through \_\_\_\_\_, 2024, in the amount of \$\_\_\_\_\_ (to be distributed – **LHMD 1**).

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B. Review and accept the Unaudited Financial Statements for the period ending \_\_\_\_\_, 2023 and the Schedule of Cash Position for the period ending \_\_\_\_\_, 2024, updated as of \_\_\_\_\_, 2024 (to be distributed– **LHMD 1**).

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C. Review and approve Change Order No. 1 from Harris Kocher Smith for 2024 Boundary Map in the amount of \$1,200.00 (enclosure – **LHPD**).

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V. CAPITAL/CONSTRUCTION MATTERS

A. Review and consider approval of Engineer’s Report and Verification of Costs Associated with Public Improvements Report No. 21, dated \_\_\_\_\_, 2024, prepared by Schedio Group LLC, for the amount of \$\_\_\_\_\_ (“Report No. 21”) (to be distributed).

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- B. Consider acceptance of verified public improvement costs pursuant to Report No. 21 (**LHMD 1-4**).
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- C. Discuss status of the Loretto Heights Infrastructure Project (the “Project”) (**LHMD 1**).
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VI. LEGAL MATTERS

- A. Discuss and consider adoption of Resolution No. 2024-02-01 Adopting Administrative, Operations, and Maintenance Fees (**LHMD 4**) (to be distributed).
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- B. Discuss and consider adoption of Resolution No. 2024-02-02 Adopting Policies and Procedures Governing the Enforcement of the Loretto Heights Residential Community Declaration and Declaration of Covenants (**LHMD 4**) (to be distributed).
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- C. Discuss and consider approval of Operation Funding Agreement by and between District No. 4 and THB Loretto Land LLC (**LHMD 4**) (to be distributed).
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VII. OTHER BUSINESS

- A. \_\_\_\_\_
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VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 25, 2024.**

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 1 HELD JANUARY 22, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 1 (referred to hereafter as the “Board”) was convened on Monday, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### ATTENDANCE

#### Directors In Attendance Were:

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### ADMINISTRATIVE MATTERS

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

## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **FINANCIAL MATTERS**

There were no financial matters at this time.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer’s Report and Verification of Costs Associated with Public Improvements Report No. 20 (“Report No. 20”):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

## RECORD OF PROCEEDINGS

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Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.

**Verified Public Improvement Costs Pursuant to Report No. 20:** The Board discussed the verified public improvement costs pursuant to Report No. 20.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board accepted the verified public improvement costs pursuant to Report No. 20.

**Status of Loretto Heights Infrastructure Project:** Infrastructure development continues as expected. No significant discussion ensued at this time.

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**LEGAL MATTERS** There were no legal matters at this time.

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**OTHER BUSINESS** None.

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 2 HELD JANUARY 22, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 2 (referred to hereafter as the “Board”) was convened on Monday, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### **ATTENDANCE**

#### **Directors In Attendance Were:**

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### **Also In Attendance Were:**

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

**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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### **ADMINISTRATIVE MATTERS**

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

## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 20 ("Report No. 20"):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.



## RECORD OF PROCEEDINGS

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**Verified Public Improvement Costs Pursuant to Report No. 20:** The Board discussed the verified public improvement costs pursuant to Report No. 20.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board accepted the verified public improvement costs pursuant to Report No. 20.

\_\_\_\_\_

**LEGAL MATTERS** There were no legal matters at this time.

\_\_\_\_\_

**OTHER BUSINESS** None.

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 3 HELD JANUARY 22, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 3 (referred to hereafter as the “Board”) was convened on Monday, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### ATTENDANCE

#### Directors In Attendance Were:

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### ADMINISTRATIVE MATTERS

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

## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 20 ("Report No. 20"):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.

## RECORD OF PROCEEDINGS

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**Verified Public Improvement Costs Pursuant to Report No. 20:** The Board discussed the verified public improvement costs pursuant to Report No. 20.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board accepted the verified public improvement costs pursuant to Report No. 20.

\_\_\_\_\_

**LEGAL MATTERS** There were no legal matters at this time.

\_\_\_\_\_

**OTHER BUSINESS** None.

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 4 HELD JANUARY 22, 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, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### **ATTENDANCE**

#### **Directors In Attendance Were:**

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### **Also In Attendance Were:**

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

**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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### **ADMINISTRATIVE MATTERS**

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

## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 20 ("Report No. 20"):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.

## RECORD OF PROCEEDINGS

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**Verified Public Improvement Costs Pursuant to Report No. 20:** The Board discussed the verified public improvement costs pursuant to Report No. 20.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board accepted the verified public improvement costs pursuant to Report No. 20.

\_\_\_\_\_

**LEGAL MATTERS** There were no legal matters at this time.

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**OTHER BUSINESS** None.

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 5 HELD JANUARY 22, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 5 (referred to hereafter as the “Board”) was convened on Monday, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### **ATTENDANCE**

#### **Directors In Attendance Were:**

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### **Also In Attendance Were:**

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

**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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### **ADMINISTRATIVE MATTERS**

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



## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 20 ("Report No. 20"):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.

## RECORD OF PROCEEDINGS

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**LEGAL MATTERS**    There were no legal matters at this time.  
\_\_\_\_\_

**OTHER BUSINESS**    None.  
\_\_\_\_\_

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LORETTO HEIGHTS PROGRAMMING METROPOLITAN DISTRICT HELD JANUARY 22, 2024

A Regular Meeting of the Board of Directors of the Loretto Heights Programming Metropolitan District (referred to hereafter as the “Board”) was convened on Monday, January 22, 2024, at 2:00 p.m. The District Board meeting was held via Zoom. The meeting was open to the public.

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#### ATTENDANCE

#### Directors In Attendance Were:

Mark J. Witkiewicz  
Andrew R. Klein  
Paige C. Langley

Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the absence of Director Waldschmidt was excused.

#### Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

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

Lindsay Ross; CliftonLarsonAllen LLP (“CLA”)

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#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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 Becher noted that Directors’ Disclosure Statements were filed for all Directors by the statutory deadline. No additional conflicts were disclosed at the meeting.

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#### ADMINISTRATIVE MATTERS

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

## RECORD OF PROCEEDINGS

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

**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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Witkiewicz, seconded by Director Klein and, upon vote, unanimously carried, the Board designated the location for posting meeting notices pursuant to Section 24-6-402(2)(c), C.R.S., on the District website.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Review and approve Minutes of the November 27, 2023 Annual Meeting and November 27, 2023 Regular Meeting.

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

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### **PUBLIC COMMENT**

There were no public comments.

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### **CAPITAL/ CONSTRUCTION MATTERS**

**Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 20 ("Report No. 20"):** The Board discussed Report No. 20, dated January 23, 2024, prepared by Schedio Group LLC, for the amount of \$371,216.91.

Following review and discussion, upon motion duly made by Director Klein, seconded by Director Witkiewicz, and upon vote, unanimously carried, the Board approved Report No. 20, subject to final review.

## RECORD OF PROCEEDINGS

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**LEGAL MATTERS**    There were no legal matters at this time.  
\_\_\_\_\_

**OTHER BUSINESS**    None.  
\_\_\_\_\_

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting