

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LORETTO HEIGHTS METROPOLITAN DISTRICT NO. 4
HELD
MAY 30, 2025**

A Special Meeting of the Board of Directors of the Loretto Heights Metropolitan District No. 4 (referred to hereafter as the “Board”) was convened on Friday, May 30, 2025, 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, President
Paige Langley, Treasurer
Megan Waldschmidt, Assistant Secretary
Blake Amen, Assistant Secretary

Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

Jon Hoistad, Esq.; McGeady Becher Cortese Williams 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.

Quorum / Meeting Location and Posting of Meeting Notice: Ms. Ripko confirmed the presence of a quorum. 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.

RECORD OF PROCEEDINGS

Agenda/Director Absence: 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 Amen and, upon vote, unanimously carried, the Agenda was approved and the absence of Director Andrew Klein was excused.

Minutes: The Board reviewed the Minutes of the March 24, 2025 Regular Meeting.

Following discussion, upon motion, duly made by Director Witkiewicz, seconded by Director Waldschmidt and, upon vote, unanimously carried, the Minutes of the March 24, 2025 Regular Meeting were approved.

May 6, 2025 Regular Election: Ms. Ripko discussed the results of the May 6, 2024 Regular Election. Ms. Ripko noted that Director Amen was elected to a two-year term and Director Waldschmidt, Director Rissel and Director Witkiewicz were each elected to four-year terms. The ballot question waiving the statutory property tax revenue limit passed.

Appointment of Officers: Upon motion duly made by Director Witkiewicz, seconded by Director Langley and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Mark Witkiewicz
Treasurer	Paige Langley
Secretary	Peggy Ripko
Assistant Secretary	Sean Rissel
Assistant Secretary	Blake Amen
Assistant Secretary	Megan Waldschmidt

PUBLIC COMMENT

There were no public comments.

FINANCIAL MATTERS

Payment of Claims: Ms. Ross reviewed the claims with the Board.

Following review and discussion, upon motion, duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried, the Board ratified approval of the payment of claims.

Unaudited Financial Statements: Ms. Ross reviewed with the Board the unaudited financial statements for the period ending March 31, 2025.

Following review and discussion, upon motion duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried,

RECORD OF PROCEEDINGS

the Board accepted the unaudited financial statements for the period ending March 31, 2025.

2024 Application for Exemption from Audit: Ms. Ross discussed with the Board the 2024 Application for Exemption from Audit.

Following review and discussion, upon motion, duly made by Director Witkiewicz, seconded by Director Langley and, upon vote, unanimously carried, the Board ratified the preparation, execution, and filing of the Application for Exemption from Audit for 2024.

CAPITAL/ CONSTRUCTION/ MATTERS

Engineer's Report and Verification of Costs Associated with Public Improvements Report No. 27: There was no report available.

Acceptance of Verified Public Improvement Costs Pursuant to Report No. 27: The Board deferred discussion.

LEGAL MATTERS **Revised May 6, 2025 Election Resolution:** Following review and discussion, upon motion, duly made by Director Witkiewicz, seconded by Director Langley, and upon vote, unanimously carried, the Board ratified adoption of the revised May 6, 2025 Election Resolution adopted on November 25, 2024.

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 and seconded, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 
Secretary for the Meeting