

## RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
THE AURORA HIGHLANDS COMMUNITY  
AUTHORITY BOARD (“CAB”)  
HELD  
MARCH 21, 2024**

A special meeting of the Board of Directors of the CAB, County of Adams (referred to hereafter as the “**Board**”) was convened on Thursday, March 21, 2024 at 1:17 p.m. via Zoom. The meeting was open to the public.

**Directors in Attendance Were:**

Matt Hopper (AACMD Rep.)  
Carla Ferreira (AACMD Rep.)  
Cynthia Shearon (AACMD Rep.)

The absence of Directors Michael Sheldon, Deanna Hopper and Kathleen Sheldon were excused.

**Also in Attendance Were:**

Denise Denslow, Rachel Alles and Jenna Trujillo; CliftonLarsonAllen LLP (“**CLA**”)  
Elisabeth A. Cortese, Esq. and Jon Hoistad, Esq.; McGeady Becher P.C.  
Jerry Jacobs and Cristina Madrigal; Timberline District Consulting, LLC (“**Timberline**”)  
Dr. William Westmoreland; The Aurora Highlands Metropolitan District No. 1

**ADMINISTRATIVE  
MATTERS**

**Disclosure of Potential Conflicts of Interest:** Director M. Hopper discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to 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 statute. It was noted that the disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors. No new conflicts were disclosed.

**Quorum/Confirmation of Meeting Location/Posting of Notice:** Director M. Hopper confirmed a quorum for the special meeting. The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the CAB’s Board meeting. Following discussion, upon motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board determined that because there was not a suitable or convenient physical location to conduct this meeting it was determined to conduct this meeting virtually via Zoom. The Board further noted that notice providing the

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time, date and audio / video conference access for the meeting was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the CAB's boundaries have been received.

**Agenda:** The Board considered the proposed Agenda for the CAB's special meeting. Following discussion, upon motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Agenda was approved.

**Public Comment:** None.

### CONSENT AGENDA

The Board considered the following actions:

#### **Approval of February 15, 2024 Special Meeting Minutes**

Following discussion, upon motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved of the Consent Agenda item.

### FINANCIAL MATTERS

**Payment of Claims for Operating Costs:** Following review and discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved the payment of claims for operating costs in the amount of \$117,825.85.

#### **Cash Position Report dated January 31, 2024, updated as of March 15, 2024:**

Ms. Trujillo reviewed the Cash Position Report with the Board. Following review and discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board accepted the Cash Position Report dated January 31, 2024, updated as of March 15, 2024.

**CAB and Aerotropolis Area Coordinating Metropolitan District ("AACMD") Engineer's Report and Verification of Costs Associated with Public Improvements Draw No. 69 Engineer's Report and Verification of Costs No. 48 prepared by Schedio Group LLC ("Engineer's Report No. 48"):** Director M. Hopper reviewed Engineer's Report No. 48 with the Board. Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board accepted Engineer's Report No. 48.

**Subordinate Project Fund Requisition No. 21, under the CAB's Subordinate Special Tax Revenue Refunding and Improvement Bonds, Series 2022B related to Engineer's Report No. 48 ("Project Fund Requisition No. 21"):** Director M. Hopper reviewed Project Fund Requisition No. 21 with the Board. Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved Subordinate Project Fund Requisition No. 21.

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**CAB and AACMD Engineer’s Report and Verification of Costs Associated with Public Improvements, In-Tract Improvements / In Tract Home Builder Expenses, Engineer’s Report and Verification of Costs No. 29 prepared by Schedio Group LLC (“Engineer’s In-Tract Report No. 29”)**: Director M. Hopper reviewed Engineer’s In-Tract Report No. 29 with the Board. Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board accepted Engineer’s In-Tract Report No. 29.

**Subordinate Project Fund Requisition No. 22 under the CAB’s Subordinate Special Tax Revenue Refunding and Improvement Bonds, Series 2022B related to Engineer’s In-Tract Report No. 29 (“Project Fund Requisition No. 22”)**: Director M. Hopper reviewed Project Fund Requisition No. 22 with the Board. Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved Project Fund Requisition No. 22 and authorized reimbursement to Aurora Highlands, LLC pursuant to the Amended and Restated Capital Construction and Reimbursement Agreement (In-Tract Improvements) by and between the CAB and Aurora Highlands, LLC.

### MANAGER MATTERS

**Manager’s Report**: No report was given.

**Task Order No. 02 to Master Service Agreement (“MSA”) for Landscape Maintenance Services between the CAB and LandTech Contractors, LLC for Dog Station Maintenance (January – March)**: Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved **Task Order No. 02 to MSA** for Landscape Maintenance Services between the CAB and **LandTech Contractors, LLC** for Dog Station Maintenance (January – March), in the amount of \$1,089.00.

**Task Order No. 03 to MSA for Landscape Maintenance Services between the CAB and LandTech Contractors, LLC for Filing 1 Landscape Maintenance (April 2024 – July 2025)**: Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved **Task Order No. 03 to MSA** for Landscape Maintenance Services between the CAB and **LandTech Contractors, LLC** for Filing 1 Landscape Maintenance (April 2024 – July 2025), in the amount of \$48,712.00.

**Task Order No. 04 to MSA for Landscape Maintenance Services between the CAB and LandTech Contractors, LLC for Filing 3 Landscape Maintenance (August 2024 – July 2025)**: Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved **Task Order No. 04 to MSA** for Landscape

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Maintenance Services between the CAB and **LandTech Contractors, LLC** for Filing 3 Landscape Maintenance (August 2024 – July 2025), in the amount of \$25,344.00

**Task Order No. 05 to MSA for Landscape Maintenance Services between the CAB and LandTech Contractors, LLC for Filings 10 & 11 Landscape Maintenance (April 2024 – March 2027):** Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved **Task Order No. 05 to MSA** for Landscape Maintenance Services between the CAB and **LandTech Contractors, LLC** for Filings 10 & 11 Landscape Maintenance (April 2024 – March 2027), in the amount of \$335,028.00.

**Task Order No. 04 to MSA for Landscape Maintenance Services between the CAB and BrightView Landscape Services, Inc. for TAH Filings 4 – 5, Gas Line Easement and Pet Waste Collection (January 2024 – December 2024):** Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved **Task Order No. 04 to MSA** for Landscape Maintenance Services between the CAB and **BrightView Landscape Services, Inc.** for TAH Filings 4 – 5, Gas Line Easement and Pet Waste Collection (January 2024 – December 2024), in the amount of \$3,022.00.

COVENANT  
ENFORCEMENT  
AND COMMUNITY  
MANAGEMENT  
MATTERS

**Update from Timberline:** The Board acknowledged the reports enclosed in the packet.

**Creation of Social Committee:** The Board discussed the formation of a Social Committee and directed Ms. Madrigal to coordinate with Director Ferrera regarding formation.

OTHER BUSINESS

None.

BOARD MEMBER  
MATTERS

**Public Art Program:** Director Ferreira informed the Board that the CAB had recently won an award for its Public Art Program and that she would like to organize a time for the CAB's consultants to view the Public Art Program.

LEGAL MATTERS

**Status of Settlement of Piper Sandler & Co. Claim:** Director M. Hopper reported that he and Director Ferreira continue to work towards a resolution with Piper Sandler & Co.

EXECUTIVE  
SESSION

**Executive Session:** No executive session was necessary.


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### ADJOURNMENT

There being no further items before the Board, upon motion duly made by Director Ferreira, seconded by Director Shearon and, upon vote unanimously carried, the meeting was adjourned.

Respectfully submitted,

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