

THE AURORA HIGHLANDS COMMUNITY  
AUTHORITY BOARD (“CAB”)

8390 E. Crescent Pkwy., Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

<https://theaurorahighlands.specialdistrict.net>

**NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** November 21, 2024

**TIME:** 1:00 p.m.

**LOCATION:** Virtual Via Zoom

**ACCESS:** PLEASE JOIN THE VIDEO ENABLED WEB CONFERENCE VIA ZOOM AT:

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83927842723?pwd=NXA3bjc3VVJ2R2RZQjJyWXhMbVBzUT09>

**Meeting ID: 839 2784 2723**

**Passcode: 979737**

**One tap mobile**

**+17193594580, \*979737#**

**Board of Directors**

Matt Hopper (AACMD Rep.)

Carla Ferreira (AACMD Rep.)

Michael Sheldon (TAH 1-6 Rep.)

VACANT

Cynthia Shearon (AACMD Rep.)

Kathleen Sheldon (ATEC 1 Rep.)

Deanna Hopper (ATEC 2 Rep.)

Denise Denslow

**Office**

President

Vice President

Treasurer/Asst. Secretary

Assistant Secretary

Assistant Secretary

Assistant Secretary

Assistant Secretary

Secretary

**Term Expires**

2025/May 2025

2025/May 2025

2027/May 2027

2025/May 2025

2027/May 2027

2027/May 2027

2027/May 2027

N/A

**I. ADMINISTRATIVE MATTERS**

- A. Present disclosures of potential conflicts of interest.
- B. Confirm quorum, location of meeting and posting of meeting notices. Approve Agenda.
- C. Public Comment. Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.
- D. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meetings (proposed date/time: third Thursdays of each month at 1:00 p.m.) and consider adoption of Resolution Establishing Regular

Meeting Dates, Times and Location, and Designating Location for Posting 24-Hour Notices (enclosure).

## **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 in the Regular Agenda.

- Approval of October 17, 2024 special meeting minutes (enclosure).

## **III. FINANCIAL MATTERS**

- A. Review and consider approval of payment of claims for operating costs, in the amount of \$356,085.81 (numbers based upon information available at time of preparation of Agenda, final numbers to be presented by accountant at meeting) (enclosure).
- B. Review and accept cash position report dated August 31, 2024, updated as of November 15, 2024 (enclosure).
- C. **SECOND READING (BUDGET MATTERS)**
  1. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
  2. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money (enclosures).
- D. Consider appointment of District Accountant to prepare 2026 Budget.
- E. Discuss and consider the engagement of Fiscal Focus Partners LLC to perform the 2024 Audit (enclosure).
- F. Discuss and consider approval of acceptance of the CAB and Aerotropolis Area Coordinating Metropolitan District (“**AACMD**”) Engineer’s Report and Verification of Costs Associated with Public Improvements Draw No. 77 Engineer’s Report and Verification of Costs No. 56 prepared by Schedio Group LLC (enclosure).
  1. Discuss and consider approval of Senior Project Fund Requisition No. 8 under the CAB’s Special Tax Revenue Convertible Capital Appreciation Bonds, Series 2023A related to the CAB and AACMD Engineer’s Report and Verification of Costs Associated with Public Improvements Draw No. 77 Engineer’s Report and Verification of Costs No. 56 prepared by Schedio Group LLC (to be distributed).

2. Discuss and consider approval of Project Fund Requisition No. 58 under the CAB's Special Tax Revenue Refunding and Improvement Bonds, Series 2021A related to the CAB and AACMD Engineer's Report and Verification of Costs Associated with Public Improvements Draw No. 77 Engineer's Report and Verification of Costs No. 55 prepared by Schedio Group LLC (to be distributed).
- G. Discuss and consider approval of acceptance of the 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. 37 prepared by Schedio Group LLC (enclosure).
1. Discuss and consider approval of Senior Project Fund Requisition No. 7 under the CAB's Subordinate Special Tax Revenue Bonds, Series 2023A related to Engineer's In-Tract Report No. 37 prepared by Schedio Group LLC and authorize 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 (to be distributed).
- H. Discuss matters related to a First Amendment to Indenture of Trust between the CAB and Zions Bancorporation, National Association, related to the Subordinate Special Tax Revenue Draw Down Bonds, Series 2021B, issued on December 22, 2021.
1. Review and consider approval of Engagement Letter between the CAB and Kutak Rock LLP for Bond Counsel Services (enclosure).
    - a. Authorize payment to Kutak Rock LLP for Bond Counsel Services from available funds.
  2. FIRST READING (First Amendment to 2021B Bonds Indenture of Trust)
    - a. Discuss Resolution authorizing the extension of the Draw Period with respect to the CAB's Subordinate Special Tax Revenue Draw Down Bonds, Series 2021B, issued on December 22, 2021, and in connection therewith, approving the form of a first amendment to indenture of trust and other related documents and instruments; authorizing the execution and delivery thereof and performance by the CAB thereunder; authorizing incidental actions; and repealing prior inconsistent actions (to be distributed).
    - b. Consider approval, at this First Reading, of placement of consideration of adoption of a Resolution authorizing the extension of the Draw Period with respect to the CAB's Subordinate Special Tax Revenue Draw Down Bonds, Series 2021B, issued on December 22, 2021, on the Agenda for a Second Reading during the Public Hearing to be held on December 19, 2024 at 1:00 p.m. virtually via Zoom video and/or telephone conference.

- I. Discuss matters related to proposed issuance of the CAB’s Convertible Capital Appreciation Limited Tax General Obligation Bonds, Series 2025 to be repaid from ATEC Metropolitan District No. 1 (commercial) property taxes.

1. Update from Bond Committee.

**IV. MANAGER MATTERS**

- A. Manager’s Report.
- B. Review and consider approval of Service Agreement for 2024/2025 Snow Removal Services between the CAB and High Plains Landscape & Water Systems, LLC (enclosure).
- C. Authorize renewal of Districts’ insurance and Special District Association (SDA) memberships for 2025 (enclosure).
  1. Discuss need for any updates to property schedules.
- D. Review and consider approval of CliftonLarsonAllen LLP Statements of Work for 2025 Management and Accounting Services (enclosures).
- E. Acknowledge responsibility of The Aurora Highlands Community Authority Board (“CAB”) to comply with ADA requirements on the CAB website and authorize necessary actions in connection therewith.
  1. Review and consider authorization of website compliance coordinator to obtain proposals for remediation services for documents statutorily required to be posted on the website and authorize Board member to make final determination regarding engagement and/or termination of service providers, if necessary (enclosure).
  2. Authorize Board member or committee to work with District staff to transition website to ADA compliant hosting platform (enclosure).

**V. COVENANT ENFORCEMENT AND COMMUNITY ENGAGEMENT MATTERS**

- A. Update from Timberline District Consulting, LLC (enclosures).

**VI. OTHER BUSINESS**

**VII. BOARD MEMBER MATTERS**

**VIII. LEGAL MATTERS**

**IX. ADJOURNMENT**

**The next regular meeting is scheduled for December 19, 2024 at 1:00 p.m.**