

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
THE AURORA HIGHLANDS COMMUNITY AUTHORITY BOARD  
(THE “CAB”)  
HELD  
JANUARY 16, 2025**

A regular meeting of the Board of Directors of The Aurora Highlands Community Authority Board (referred to hereafter as the “Board”) was convened on Thursday, January 16, 2025 at 1:25 p.m. This Board meeting was held virtually via Zoom. The meeting was open to the public.

**ATTENDANCE**

**Directors in Attendance Were:**

Matt Hopper, President  
Carla Ferreira, Vice President  
Michael Sheldon, Treasurer  
Cynthia Shearon, Assistant Secretary

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

**Also In Attendance Were:**

Denise Denslow, Rachel Alles, Jason Carroll and Peter Maleski; CliftonLarsonAllen LLP (“CLA”)  
Elisabeth A. Cortese, Esq. and Kalen Hilliker, Esq.; McGeady Becher Cortese Williams P.C.  
Jerry Jacobs, Cristina Madrigal and Ashley Meyers; Timberline District Consulting, LLC (“Timberline”)  
Dr. William Westmoreland and James Birkenfeld; The Aurora Highlands Metropolitan District No. 1 Board Members

**ADMINISTRATIVE MATTERS**

**Disclosures of Potential Conflicts of Interest:** The Board 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 by Attorney Cortese that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

**Quorum, Confirmation of Meeting Location/Posting of Meeting Notice:** Director M. Hopper confirmed a quorum for the 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 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.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director M. Hopper, seconded by Director Ferreira, and upon vote unanimously carried, the Board determined that notices of meetings of the CAB Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted on the CAB website at least 24 hours prior to each meeting, or if the website is unavailable at the following location: within the CAB's boundaries, north of East 26<sup>th</sup> Avenue.

**Agenda:** The Board considered the proposed Agenda for the CAB's regular 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:** There was no public comment.

#### CONSENT AGENDA

- **Approval of Minutes of the November 13, 2024 Statutory Annual Meeting and December 19, 2024 Special Meeting**

Following discussion, upon motion duly made by Director M. Hopper, seconded by Director M. Sheldon and, upon vote unanimously carried, the Board approved 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 M. Sheldon and, upon vote unanimously carried, the Board approved the payment of claims for operating costs, in the amount of \$195,625.12.

**Schedule of Cash Position dated November 30, 2024, updated as of January 10, 2025:** Following discussion, upon a motion duly made by Director M. Hopper, seconded by Director M. Sheldon and, upon vote unanimously carried, the Board accepted the Schedule of Cash Position dated November 30, 2024, updated as of January 10, 2025.

**CAB and Aerotropolis Area Coordinating Metropolitan District ("AACMD") Engineer's Report and Verification of Costs Associated with Public Improvements Draw No. 79 Engineer's Report and Verification of Costs No. 58 prepared by Schedio Group LLC ("Engineer's Report No. 58"):** Director M. Hopper reviewed Engineer's Report No. 58 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. 58.

**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. 39 prepared by Schedio Group LLC (“Engineer’s In-Tract Report No. 39”)**: Director M. Hopper reviewed Engineer’s In-Tract Report No. 39 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. 39.

**Convertible Capital Appreciation Limited Tax General Obligation Bonds, Series 2025 (“Series 2025 Bonds”)**:

**Update from Bond Committee**: It was noted that there was no update at this time, but an update will be provided at the February meeting. No action was taken by the Board.

#### **MANAGER MATTERS**

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

**Master Service Agreement (“MSA”) for Landscape Maintenance Services between the CAB and Valor Landscape, Inc.**: Following review, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved the MSA for Landscape Maintenance Services between the CAB and Valor Landscape, Inc.

**Task Order No. 01 to MSA between the CAB and Valor Landscape, Inc. for Winter Policing (Filing 15 Park and Pet Waste Station Regular Service)**: Following review, upon a motion duly made by Director M. Hopper, seconded by Director Ferreira and, upon vote unanimously carried, the Board approved Task Order No. 01 to MSA between the CAB and Valor Landscape, Inc. for Winter Policing (Filing 15 Park and Pet Waste Station Regular Service), in the amount of \$560.00.

**Task Order No. 02 to MSA between the CAB and Valor Landscape, Inc. for 2025 Landscape Maintenance Services**: Following review, 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 between the CAB and Valor Landscape, Inc. for 2025 Landscape Maintenance Services, in the amount of \$16,020.00.

#### **COVENANT ENFORCEMENT AND COMMUNITY ENGAGEMENT MATTERS**

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

#### **OTHER BUSINESS**

None.

BOARD MEMBER MATTERS

None.

LEGAL MATTERS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Ferreira, seconded by Director M. Sheldon and, upon vote unanimously carried, the Board adjourned the meeting.

Respectfully submitted,

By

*Denise Denstow*

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Secretary for the Meeting