

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
AEROTROPOLIS AREA COORDINATING
METROPOLITAN DISTRICT (“DISTRICT”)
HELD
AUGUST 24, 2020**

A special meeting of the Board of Directors of the District, County of Adams (referred to hereafter as the “Board”) was convened on Monday, August 24, at 1:00 p.m. at the Information Center, 3900 E. 470 Beltway, Aurora, Colorado 80019. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held and properly noticed to be held via video enabled web conference, with Directors Hopper and Shearon attending in person at the physical meeting location. The meeting was open to the public via videoconference.

Directors In Attendance Were:

Matt Hopper
Michael Sheldon
Cynthia (“Cindy”) Shearon

Also In Attendance Was:

MaryAnn McGeady, Esq., Elisabeth A. Cortese, Esq., and Jon Hoistad, Esq.;
McGeady Becher P.C.
Debra Sedgeley, Denise Denslow, Anna Jones, Nic Carlson and Zachary Leavitt;
CliftonLarsonAllen LLP (“CLA”)
Kamille Curylo and Tanya Barton; Kutak Rock LLP

**ADMINISTRATIVE
MATTERS**

Quorum/Disclosure of Potential Conflicts of Interest: The Board confirmed a quorum and excused the absence of Director Ferreira. Attorney McGeady 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 as required by statute. No new conflicts were disclosed.

Agenda: The Board considered the proposed Agenda for the District's special meeting.

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

Meeting Location: 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. Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried, the Board determined that because there was not a suitable or convenient location within the District boundaries to conduct this meeting it was determined to conduct this meeting at the above-stated location, with Directors Hopper and Shearon attending in person. Due to concerns regarding the spread of COVID-19, and the benefits to the control of the virus by limiting in-person contact, the remaining Board members and consultants attended via videoconference. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the District’s boundaries have been received.

**CONSENT
AGENDA**

The Board considered the following actions:

- A. Review and consider approval of Minutes from the July 16, 2020 Special Meeting, the July 21, 2020 Special Meeting and the July 29, 2020 Special Meeting.
- B. Ratify approval of Intergovernmental Agreement Regarding Design and Construction of The Aurora Highlands Parkway by and between Aerotropolis Area Coordinating Metropolitan District (“District”) and Aerotropolis Regional Transportation Authority (“ARTA”).
- C. Ratify approval of Plans and Specifications Budget.
- D. Ratify approval of Task Order No. 43 under the Master Service Agreement (“MSA”) for Pre-Construction Services by and between the District and Contour Services, LLC for The Aurora Highlands Street Lighting.
- E. Ratify approval of Task Order No. 24 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for The Aurora Highlands – Main Street Soccer Field Study.
- F. Ratify approval of Task Order No. 20 under the MSA for Planning and Architectural Services by and between the District and Norris Design, Inc. for Park 03 Site Plan, in the amount of \$160,000.
- G. Ratify approval of Task Order No. 23 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Infrastructure Site Plan 04, in the amount of \$115,000.

Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried, the Board approved and/or ratified approval of Items A through D above; and, as part of the same motion, submitted Items E, F and G to the Construction Committee for its review.

LEGAL MATTERS **Waiver and Release by Green Valley Aurora, LLC and Aurora Highlands, LLC (“GVA Waiver and Release”)**: Attorney McGeady reviewed the GVA Waiver and Release with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board acknowledged the GVA Waiver and Release.

Waiver and Release by Clayton Properties Group II, Inc., for itself and as successor in interest to C&H Ranch Company, LLC, HC Development & Management Services Inc., Oakwood Homes, LLC, and the Oakwood Entities (“Clayton Waiver and Release”): Attorney McGeady reviewed the Clayton Waiver and Release with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board acknowledged the Clayton Waiver and Release.

Engagement Letter with Murray Dahl Beery Renaud LLP for District Employment Law Services (“Engagement Letter”): Attorney McGeady reviewed the Engagement Letter with the Board, noting this engagement will address the separation agreement between the District and its Program Manager. Following discussion, upon a motion duly made by director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board approved the Engagement Letter.

FINANCIAL MATTERS

Claims: Ms. Sedgeley reviewed the interim claims with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board ratified approval of payment of interim claims, consisting of check nos. 1708 – 1709 and four (4) wire transfers, in the total amount of \$166,349.58.

Lender Funding Request and Payment of Claims for Operating Costs: Ms. Sedgeley reviewed the Lender funding request with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board acknowledged approval of the Lender funding request and approved payment of claims for operating costs in the amount of \$62,524.89.

Lender Funding Request and Payment of Claims Drawn Against the 2020A Bonds: Ms. Sedgeley reviewed the Lender funding request with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by

Director Shearon and, upon vote, unanimously carried by roll call, the Board acknowledged approval of the Lender funding request and approved payment of claims drawn against the 2020A Bonds, in the amount of \$2,008,110.33.

Lender Funding Request and Payment of Claims Exchanged for 2020B Bonds: Ms. Sedgeley reviewed the Lender funding request with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board acknowledged approval of the Lender funding request and approved payment of claims exchanged for 2020B Bonds, in the amount of \$20,295.39.

Schedule of Unaudited Financial Statements dated June 30, 2020 and Cash Position Report dated June 30, 2020, updated as of August 18, 2020: Ms. Sedgeley reviewed the Schedule of Unaudited Financial Statements and Cash Position Report with the Board. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board accepted the Schedule of Unaudited Financial Statements dated June 30, 2020 and the Cash Position Report dated June 30, 2020, updated as of August 18, 2020.

The Aurora Highlands Community Authority Board (“CAB”) and District Engineer’s Report and Verification of Costs Associated with Public Improvements (Draw No. 26) prepared by Schedio Group LLC (“Engineer’s Report”): Attorney McGeady reviewed the Engineer’s Report with the Board, noting that it indicates costs have been reviewed and verified by Schedio Group LLC, District staff, the Lender and the Lender’s accountant. Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll call, the Board approved the recommendation to the CAB for acceptance of the Engineer’s Report.

Schedule for Processing Future Draws and Board Meetings: Attorney McGeady presented to the Board two documents concerning the processing of future draws on the Bonds. The first was a Memorandum Concerning the Conditions of Lender Preparation of Job and Cost Codes dated August 23, 2020 (“Memorandum”). The Memorandum describes costs to be included and excluded from Job and Cost Codes. The second was an excel spreadsheet detailing the steps of Job and Cost Coding and approval, the timing for each step, and the dates by which each step must be completed for timely draw processing. The Board approved both of these documents and the processes generally set forth therein, subject to continued revision over time, and directed staff to process Draw No. 27 according to the terms of the Memorandum until a permanent letter agreement can be prepared and agreed to by and among the District, the CAB, and the Lender.

**CAPITAL
PROJECTS**

Draw Request No. 26: Director Hopper reviewed Draw Request No. 26 with the Board.

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Draw Request No. 26, in the amount of \$3,237,074.39, as shown below:

CAB (A Bonds)	\$2,008,110.33
CAB (B Bonds)	\$ 20,295.39
ARTA	\$1,162,646.24
ATEC	\$ 23,722.43
Developer	\$ 22,300.00
Total:	\$3,237,074.39

**AEROTROPOLIS
AREA
COORDINATING
CAPITAL
PROJECTS**

MSA for Program Management, Design, and Construction Support Services by and between the District and AECOM Technical Services, Inc.: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved the MSA for Program Management, Design, and Construction Support Services by and between the District and AECOM Technical Services, Inc., upon review and recommendation by the Construction Committee.

MSA for Design Engineering and Related Services by and between the District and AECOM (“Design Engineering MSA”): Following discussion, it was determined that the Design Engineering MSA was not necessary, as the MSA for Program Management, Design, and Construction Support Services by and between the District and AECOM Technical Services, Inc. had been revised to encompass these services.

Task Order No. 1 under the MSA for Program Management, Design, and Construction Support Services by and between the District and AECOM Technical Services, Inc., for Program Management Support Services - Phase 1: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 1 under the MSA for Program Management, Design, and Construction Support Services by and between the District and AECOM Technical Services, Inc., for Program Management Support Services – Phase 1 in the amount of \$480,855.00, upon review and recommendation by the Construction Committee.

Change Order No. 02 to Task Order No. 15 under the MSA for Surveying Services by and between the District and Aztec Consultants, Inc., for Main Street Phase 1: Following discussion, upon motion duly

made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 02 to Task Order No. 15 under the MSA for Surveying Services by and between the District and Aztec Consultants, Inc., for Main Street Phase 1 in the amount of \$4,860.00, upon review and recommendation by the Construction Committee.

Change Order No. 01 to Task Order No. 45 under the MSA for Surveying Services by and between the District and Aztec Consultants, Inc. for Miscellaneous Conduit Staking: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 to Task Order No. 45 under the MSA for Surveying Services by and between the District and Aztec Consultants, Inc. for Miscellaneous Conduit Staking in the amount of \$10,000.00, upon review and recommendation by the Construction Committee.

Task Order No. 32 under the MSA for Geotechnical Services by and between the District and CTL Thompson, Inc. for I-70 Interchange Design Report: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 32 under the MSA for Geotechnical Services by and between the District and CTL Thompson, Inc. for I-70 Interchange Design Report in the amount of \$7,500.00, upon review and recommendation by the Construction Committee.

Change Order No. 01 to Task Order No. 9 under the MSA for Geotechnical Services by and between the District and CTL Thompson, Inc., for Testing for Additional Tributary Run of Sanitary Sewer: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 to Task Order No. 9 under the MSA for Geotechnical Services by and between the District and CTL Thompson, Inc., for Testing for Additional Tributary Run of Sanitary Sewer in the amount of \$8,000.00, upon review and recommendation by the Construction Committee.

Service Agreement for Clock Tower Inspection and Maintenance Services by and between the District and Front Range Services, Incorporated: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved the Service Agreement for Clock Tower Inspection and Maintenance Services by and between the District and Front Range Services, Incorporated, upon review and recommendation by the Construction Committee.

Change Order No. 01 under the Construction Agreement by and between the District and Iron Woman Construction & Environmental Services, LLC for 38th Place Utilities: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 under the Construction Agreement by and between the District and Iron Woman Construction & Environmental Services, LLC for 38th Place Utilities in the amount of \$33,142.56, upon review and recommendation by the Construction Committee.

Change Order No. 11 under the Construction Agreement (Entry Monument) by and between the District and JHL Constructors, Inc. for Entry Monument Phase 1: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 11 under the Construction Agreement (Entry Monument) by and between the District and JHL Constructors, Inc. for Entry Monument Phase 1 in the amount of \$14,074.00, upon review and recommendation by the Construction Committee.

Change Order No. 02 under the Construction Agreement by and between the District and JHL Constructors, Inc. for Tributary T Aurora Parkway Phase 3 and Main Street Phase 3: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 02 under the Construction Agreement by and between the District and JHL Constructors, Inc. for Tributary T Aurora Parkway Phase 3 and Main Street Phase 3 in the amount of \$56,291.21, upon review and recommendation by the Construction Committee.

Change Order No. 02 under the Construction Agreement by and between the District and Kelley Trucking, Inc. for 38th Parkway Powhatan to Monaghan: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 02 under the Construction Agreement by and between the District and Kelley Trucking, Inc. for 38th Parkway Powhatan to Monaghan in the deductive amount of (\$13,740.00), upon review and recommendation by the Construction Committee.

Change Order No. 04 under the Construction Agreement by and between the District and Martin Marietta Materials, Inc. (Denver), for Main Street Phase 1 and 2, 42nd Avenue and Aura Boulevard Phase 1: Following discussion, upon motion duly made by Director Sheldon,

seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 04 under the Construction Agreement by and between the District and Martin Marietta Materials, Inc. (Denver), for Main Street Phase 1 and 2, 42nd Avenue and Aura Boulevard Phase 1 in the amount of \$401,442.31, upon review and recommendation by the Construction Committee.

Change Order No. 05 under the Construction Agreement by and between the District and Martin Marietta Materials, Inc. (Denver), for Main Street Phase 1 and 2, 42nd Avenue and Aura Boulevard Phase 1:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 05 under the Construction Agreement by and between the District and Martin Marietta Materials, Inc. (Denver), for Main Street Phase 1 and 2, 42nd Avenue and Aura Boulevard Phase 1 in the amount of \$50,516.00, upon review and recommendation by the Construction Committee.

Change Order No. 01 to Task Order No. 22 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Initial Survey Plat-01 Amendment 1:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 to Task Order No. 22 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Initial Survey Plat-01 Amendment 1 in the amount of \$154,250.00, upon review and recommendation by the Construction Committee.

Change Order No. 01 to Task Order No. 10 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Tributary T:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 to Task Order No. 10 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Tributary T in the amount of \$102,150.00, upon review and recommendation by the Construction Committee.

Change Order No. 01 to Task Order No. 15 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Park 01:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 to Task Order No. 15 under the MSA for Planning and Landscape Architecture Services by and between the District

and Norris Design, Inc. for Park 01, upon review and recommendation by the Construction Committee.

Task Order No. 25 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for E-470 Aesthetic Upgrades and Landscaping: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 25 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for E-470 Aesthetic Upgrades and Landscaping in the amount of \$155,150.00, upon review and recommendation by the Construction Committee.

Task Order No. 26 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Community Feature (Round-a-Bout Art): Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 26 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Community Feature (Round-a-Bout Art), upon review and recommendation by the Construction Committee.

Task Order No. 27 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Community Markers: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 27 under the MSA for Planning and Landscape Architecture Services by and between the District and Norris Design, Inc. for Community Markers, upon review and recommendation by the Construction Committee.

Change Order No. 03 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline: Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 03 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline in the amount of \$5,000.00 upon review and recommendation by the Construction Committee.

Change Order No. 04 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 04 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline in the amount of \$1,500.00, upon review and recommendation by the Construction Committee.

Change Order No. 03 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for Main Street Phase 3 Tributary T EWEC:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 03 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for Main Street Phase 3 Tributary T EWEC in the amount of \$6,100.00, upon review and recommendation by the Construction Committee.

Change Order No. 09 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for Main Street Phase 1:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 09 under the Construction Agreement by and between the District and Pase Contracting, Inc. - Colorado for Main Street Phase 1 in the amount of \$6,235.50, upon review and recommendation by the Construction Committee.

Change Order No. 01 under the Construction Agreement between the District and Premier Earthwork and Infrastructure, Inc. for Community Markers:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 01 under the Construction Agreement between the District and Premier Earthwork and Infrastructure, Inc. for Community Markers in the deductive amount of (\$12,605.40), upon review and recommendation by the Construction Committee.

Change Order No. 05 under the Construction Agreement by and between the District and Stormwater Risk Management, LLC, for 42nd Avenue Phase 2 and North/South Collector EWEC:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 05 under the Construction Agreement

by and between the District and Stormwater Risk Management, LLC, for 42nd Avenue Phase 2 and North/South Collector EWEC in the amount of \$15,822.90, upon review and recommendation by the Construction Committee.

Task Order No. 21 to MSA for Stormwater Management Services by and between the District and Stormwater Risk Management, LLC for Extension of Stormwater Management Services through June 30, 2021:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Task Order No. 21 to MSA for Stormwater Management Services by and between the District and Stormwater Risk Management, LLC for Extension of Stormwater Management Services through June 30, 2021 in the amount of \$292,493.60, upon review and recommendation by the Construction Committee.

MSA by and between the District and Summit Strategies, Inc., for Executive Program Management Services:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved the MSA by and between the District and Summit Strategies, Inc., for Executive Program Management Services, upon review and recommendation by the Construction Committee.

Change Order No. 09 under the Construction Agreement by and between the District and Wagner Construction Inc. – Colorado, for Main Street Phase 1 Utilities:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 09 under the Construction Agreement by and between the District and Wagner Construction Inc. – Colorado, for Main Street Phase 1 Utilities in the amount of \$1,081.75, upon review and recommendation by the Construction Committee.

Change Order No. 11 under the Construction Agreement by and between the District and Wagner Construction, Inc. – Colorado, for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline:

Following discussion, upon motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote unanimously carried by roll call, the Board approved Change Order No. 11 under the Construction Agreement by and between the District and Wagner Construction, Inc. – Colorado, for 42nd Avenue Phase 2 and North/South Collector Parkway Waterline in the amount of \$2,108.52, upon review and recommendation by the Construction Committee.

Report from Project Manager: There was no report from the Project Manager available at this time.

ARTA MATTERS

Task Order No. 06 under the MSA for Civil Engineering by and between the District and Felsburg Holt & Ullevig for the Final Design of E-470 and 38th Avenue Interchanges: Following discussion, upon a motion duly made by Director Sheldon, seconded by Director Shearon and, upon vote, unanimously carried by roll, the Board approved Task Order No. 06 under the MSA for Civil Engineering by and between the District and Felsburg Holt & Ullevig for the Final Design of E-470 and 38th Avenue Interchanges.

EXECUTIVE SESSION

Not needed.

OTHER BUSINESS

None.

ADJOURNMENT

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

Respectfully submitted,
DocuSigned by:

Denise Denlow
77517AF6E925439...

Secretary for the Meeting

Certificate Of Completion

Envelope Id: AA450A6A442443FA856C7C30B7F09BF2	Status: Completed
Subject: Please DocuSign: 2.A.1. 8-24-20 Minutes - AACMD.pdf	
Client Name: AACMD	
Client Number: 011-042659-OS03-2021	
Source Envelope:	
Document Pages: 12	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Kathy Suazo
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Kathy.Suazo@claconnect.com
	IP Address: 67.137.57.251

Record Tracking

Status: Original	Holder: Kathy Suazo	Location: DocuSign
1/22/2021 12:31:35 PM	Kathy.Suazo@claconnect.com	

Signer Events

Denise Denslow
denise.denslow@claconnect.com
Secretary
Security Level: Email, Account Authentication (None)

Signature

Signature Adoption: Pre-selected Style
Using IP Address: 165.225.10.179

Timestamp

Sent: 1/22/2021 12:34:09 PM
Viewed: 1/24/2021 3:04:20 PM
Signed: 1/24/2021 3:04:26 PM

Electronic Record and Signature Disclosure:
Accepted: 1/24/2021 3:04:20 PM
ID: b336c434-b4c3-49b1-90bc-b9dd8fc9be8f

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/22/2021 12:34:09 PM
Certified Delivered	Security Checked	1/24/2021 3:04:20 PM
Signing Complete	Security Checked	1/24/2021 3:04:26 PM
Completed	Security Checked	1/24/2021 3:04:26 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.