

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
AEROTROPOLIS REGIONAL TRANSPORTATION AUTHORITY
HELD
August 21, 2019**

A regular meeting of the Board of Directors (the "Board") of the Aerotropolis Regional Transportation Authority (the "Authority") was held on Wednesday, August 21, 2019 at 11:00 a.m. at the City of Aurora, 15151 E. Alameda Avenue, Aurora, Colorado.

Attendance: In attendance were Board members:

Matthew Hopper, Chairman
Steve O'Dorisio, Treasurer
Nicole Johnston, Secretary
Charles "Chaz" Tedesco, Director

Also in attendance were:

Anna Jones; CliftonLarsonAllen LLP
Jason Batchelor and Dan Brotzman, City of Aurora
Tom George; Spencer Fane LLP
Elisabeth Cortese and Todd Johnson; AACMD
Rick Gonzales; Marchetti & Weaver
Alisha Reis; Adams County

1. Call to Order

Chairman Hopper called the meeting to order at 11:26 a.m.

2. Declaration of Quorum/Director Qualifications/Disclosure Matters

Chairman Hopper noted that a quorum was present. The absence of Vice-Chairman Gruber was noted and excused.

3. Approve Agenda

Upon a motion duly made by Secretary Johnston, seconded by Treasurer O'Dorisio, and upon vote unanimously carried, the Board approved the agenda as presented.

4. Public Comment

None.

5. Consent Agenda

- A. Review and consider approval of July 24, 2019 Regular Meeting Minutes
- B. Accept IGA with E-470 Public Highway Authority Regarding E-470 and 38th Avenue Interchange Funding and Construction

Upon a motion duly made by Director Tedesco, seconded by Secretary Johnston, and upon vote, unanimously carried, the Board approved the Consent Agenda as submitted.

6. Engineering/Construction Matters

- A. Progress Report from AACMD regarding the design and construction of the Authority's Regional Transportation System, and discussion and possible action concerning same.

Mr. Johnson reviewed the August 19, 2019 project status report with the Board.

Overall:

- Sanitary Sewer is approximately 95% complete.
- Project monumentation is progressing.
- Utility Infrastructure is starting on Main Street Phase 1 and Phase 2, 42nd Phase 1 and Aura Boulevard Phase 1. The Aurora Highlands Parkway: Design of horizontal, vertical and intersection geometry is occurring along with utility design. Documents are approximately 95%, plans are being reviewed by the City and initial comments are projected to be received by meeting time.
- 26th Avenue: Design of horizontal, vertical and intersection geometry is occurring along with utility design. Documents have been finalized, signature plans are at the City and project is awaiting final approval from the City. Construction is anticipated to commence in the next 60 days.
- E470 Interim Connection (right in/out): Plans have been approved, bid and awarded and construction has started.
- E470 Full Interchange: The project team met with E470 to recommend full interchange design on August 14th with follow up correspondence and confirmation of design items occurring over the next two weeks. E470 approved the Interchange IGA on August 8th.
- I-70 Interchange: CDOT 1601 process is further progressing. Preliminary analysis and design are being performed and are projected to further progress over the next 30 days. Additional design has been authorized to assist in the crossing of the railroad/Smith Road and Xcel overhead power line.
- Powhatan Interim Connection: CDOT 1601 process is further progressing. Preliminary analysis and design are being performed and are projected to further progress over the next 30 days.
- 38th Avenue: Design of horizontal, vertical and intersection geometry is occurring along with utility design. Documents are approximately 75% complete. The project has been split into three portions (1. Picadilly-Tibet; 2. Tibet-E470; 3. Picadilly-Odessa) to expedite plan approval and the potential construction (by others) of the portion between Picadilly and Tibet. Design on the remaining portions is projected to further progress over the next 30 days. AACMD continues to work with ARTA's counsel and the City to coordinate responsibilities and commitments along the corridor.

The Board accepted the AACMD status report.

- B. Discussion and possible action concerning the review and verification of project costs associated with the Authority's Regional Transportation System

Mr. Johnson reviewed the project schedule and phasing. He reviewed the requisition request on a project by project basis. The total amount of the current request (as verified by Schedio) from the ARTA by AACMD is \$206,246.91.

- C. Discussion and possible action concerning planning, design and construction of Authority's Regional Transportation System and related matters

Treasurer O'Dorisio asked how the maintenance is being coordinated among the various entities. Mr. Batchelor and Ms. Reis indicated that the City and County will work through this via separate arrangements on a case by case basis.

Mr. Johnson indicated that once assets are dedicated to the City or County, there is a public improvement inspection process. There is a one year warranty period until other entities take control of assets and all maintenance of assets.

7. Financial Matters

- A. Presentation, discussion and possible action concerning financial statements

Mr. Gonzales reviewed the July 31st financial statements with the Board. He discussed the projected administrative fees budgeted for 2019 and noted the total amount should come in under budget if July is representative of how we move through the remainder of the year. He indicated that to the extent possible, consultants will allocate time spent on a project basis for capital projects in order to more accurately capture how time is spent. It was noted that may not always be possible, but all consultants will attempt to do so as practical.

Upon a motion duly made by Director Tedesco, seconded by Treasurer O'Dorisio, and upon vote unanimously carried, the Board accepted the July 31, 2019 financial statements.

- B. Presentation, discussion and possible action on Claims Payable in the amount of \$29,722.20

Mr. Gonzales reviewed the claims with the Board. After discussion, upon a motion duly made by Secretary Johnston, seconded by Director Tedesco, and upon vote, unanimously carried, the Board approved the July claims totaling \$29,722.20.

- C. Presentation, discussion and possible action on AACMD Draw Request(s)

Upon a motion duly made by Secretary Johnston, seconded by Director Tedesco, and upon vote unanimously carried, the Board approved the AACMD Draw Request in the amount of \$206,246.91.

D. Status of Policy for Acceleration of Future Projects

Tabled.

E. Discuss status of AACMD anticipated draw schedule

The draw schedule for the remainder of 2019 was briefly discussed and it was noted that AACMD will be able to predict the draw schedule more accurately in two to three months.

F. Other

None.

8. Manager Matters

A. Authority Manager Report

No report.

B. Discussion and possible action concerning matters presented by Authority Manager

None.

C. Discuss Potential Cost Saving Measures by Authority Consultants

Ms. Jones reported that fewer staff, fewer meetings and the potential to move to quarterly financial statements would be effective as cost saving measures. Action on this item was tabled to a future meeting.

D. Review AACMD Proposed Schedule for AACMD and ARTA meeting dates through December 31, 2019

Mr. George asked that we coordinate closely with AACMD for the November and December meetings to accommodate the holidays. Mr. George also reviewed the budget schedule noting the timing of the mill levy certification. President Hopper suggested dates to eliminate and those to keep in September and October.

The September meeting will be in Adams County and the October meetings will be at the City of Aurora. Mr. Batchelor and Ms. Reis indicated they prefer rotating meeting locations by month as opposed to meeting dates in order to more equitably distribute staff travel time. The Board concurred with their recommendation.

The Board determined to cancel the September 4th, September 11th and September 18th meetings and to keep the September 25th meeting on the calendar, to be held at Adams County.

The Board determined to keep the October 2nd, October 23rd and October 30th meetings on the calendar. The October 23rd meeting will be a public hearing to adopt the 2020 budget. The Board determined to cancel the October 9th and October 16th meetings. The October meetings will be held at the City of Aurora.

The Board determined to discuss the November and December meetings as the AACMD meeting schedule becomes more clear.

E. Status of website administration

Ms. Jones reported the status, noting that CLA will continue to maintain the website.

F. Other

None.

9. Legal Matters

A. Authority Legal Counsel Report

Mr. George discussed the 38th Avenue Interchange IGA, noting the final updates and revisions to the Exhibits that were made, namely that the frontage roads were removed from the Exhibits as the frontage roads are not part of the IGA and to avoid confusion.

He noted that the E470 PHA meeting and approval of the IGA went smoothly.

B. Discussion and possible action concerning contracts, intergovernmental agreements and other legal arrangements related to the planning, design and construction of the Authority's Regional Transportation System and related matters.

Deferred.

C. Approve Resolution regarding posting notices of regular and special meetings on the Authority website

After discussion, upon a motion duly made by Secretary Johnston, seconded by Director Tedesco, and upon vote unanimously carried, the Board approved the online posting of public meeting notices consistent with state statute and identified its current designated posting location as the alternate posting place if the website is not available.

10. EXECUTIVE SESSION (If needed, an executive session may be called pursuant to and for the purposes set forth in Section 24-6-402(4), C.R.S., after announcement of the specific topic for discussion and statutory citation authorizing the executive session, and a vote of two-thirds of the quorum of the Board present)

Not needed.

11. Other Business

None.

12. Adjournment

As there were no further matters to discuss, upon a motion duly made by Secretary Johnston, seconded by Director Tedesco and unanimously approved, the Board adjourned the meeting at 12:07 p.m.

Respectfully submitted,


Secretary