

**NOTICE OF SPECIAL MEETING**

**STERLING RANCH COMMUNITY AUTHORITY BOARD  
DOUGLAS COUNTY, COLORADO**

NOTICE IS HEREBY GIVEN that the Board of Directors of Sterling Ranch Community Authority Board (the "CAB"), Douglas County, Colorado, will hold a special meeting on Thursday, May 17, 2018 at the hour of 3:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Pkwy., Suite 500, Greenwood Village, CO 80111. At this meeting the Board will take up regular business of the Authority as reflected on the agenda attached, and any other matters as may come before the Board. These meetings are open to the public.

This notice is given by order of the Board of Directors of the Authority.

STERLING RANCH COMMUNITY AUTHORITY  
BOARD  
DOUGLAS COUNTY, COLORADO

By:  /s/ Denise Denslow  
Manager

**STERLING RANCH COMMUNITY AUTHORITY BOARD "CAB"**  
**SPECIAL MEETING AGENDA**

**Board of Directors:**

**Term Expires:**

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James Yates, President (representing Sterling Ranch Colorado MD No. 2)	January 15, 2019
Harold R. Smethills, Jr., Vice President (representing Sterling Ranch Colorado MD No. 1)	January 15, 2020
Diane H. Smethills, Treasurer (representing Sterling Ranch Colorado MD Nos. 3-7)	January 15, 2020
Denise Denslow, Secretary	N/A
8 VACANCIES	

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**Date:** May 17, 2018 - Thursday  
**Time:** 3:00 p.m.  
**Location:** CliftonLarsonAllen LLP  
8390 E. Crescent Parkway  
Suite 500  
Greenwood Village, CO 80111

1. CALL TO ORDER / DECLARATION OF QUORUM

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2. DISCLOSURE OF CONFLICTS OF INTEREST

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3. REVIEW AND APPROVE AGENDA AND MEETING LOCATION; APPOINT ACTING SECRETARY FOR MEETING, IF NECESSARY

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4. PUBLIC COMMENTS

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5. UTILITY MATTERS

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6. LEGAL MATTERS

- A. Review and Consider Approval and/or Ratifying Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Services for Sterling Ranch Master Community (Certain Limited Projects in Filing No. 1 and Future Filings) Between the CAB and Redland Consulting Group, Inc.:
1. Work Order No. 1, No Specific Filing (Overall Project) for Project Meetings, Coordination & Client Support, Project File Set-Up, Project File Organization, for an Anticipated Budget Amount of \$17,000 (enclosed)
  2. Work Order No. 2, No Specific Filing (Overall Project) for Preparation of Overall Project Exhibits for an Anticipated Budget Amount of \$5,000 (enclosed)
  3. Work Order No. 5, Filing No. 4, for Filing 4 Project Exhibits, Water System Design Revisions, and Filing 4A, 4B and 4C Cathodic Protection Design, for an Anticipated Budget Amount of \$27,000 (enclosed)

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- B. Discuss Engagement of Legal Counsel to Prepare Sub Lease Agreement between the CAB and Join Me, LLC (d/b/a "Atlas Coffee") for the Construction and Operation of a Coffee Shop in Sterling Ranch

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- C. Discuss Engagement of Legal Counsel to Prepare Sub Lease Agreement between the CAB and Grist Brewing Company, LLC (d/b/a "Grist") for the Construction and Operation of a Tap Room in Sterling Ranch

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- D. Review and Consider Approval of the Following Document(s) Relating to the Amended and Restated Work Order No. 1 – Sterling Ranch Filing No. 1 – Guaranteed Maximum Price ("GMP") between the CAB and M.A. Mortenson Company d/b/a Mortenson Construction:

1. Ratify Approval of Change Order No. 23 for Civic Center Sidewalks for an Amount of \$65,277 (enclosed)
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- E. Review and Consider Approval and/or Ratifying Approval of the Following Documents Relating to the Master Service Agreement for Surveying and GIS Services for Sterling Ranch Master Community (For Certain Limited Projects in Filing No. 1 and Future Filings) Between the CAB and Aztec Consultants, Inc.:

1. Review and Consider Approval of Work Order No. 1, No Specific Filing (Capital Projects Fund) for GIS Easement Map for an Anticipated Budget Amount of \$9,500 and 1<sup>st</sup> Year Subscription Fee for \$500 (enclosed)
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- F. Review and Consider Approval of Cost Sharing Form for Improvements/Projects with Aztec Consultants, Inc. for GIS Easement Map for an Anticipated Budget Amount of \$9,500 and 1<sup>st</sup> Year Subscription Fee for \$500, as Required by the First Amended and Restated Water, Wastewater and Stormwater Operations Intergovernmental Agreement (for Services to Sterling Ranch) between the CAB and Dominion Water & Sanitation District (enclosed)
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- G. Review and Consider Approval and/or Ratifying Approval of the Following Document(s) Relating to the Master Service Agreement for Program Management Support, Master Planning and Design Support for Sterling Ranch Master Community (Not Including Filing No. 1) Between the CAB and Matrix Design Group, Inc.:

1. Review and Consider Approval of Work Order No. 3, Filing No. 4, for Engineering Consulting Services for the Completion of the Adaptive Management Plan for an Anticipated Budget Amount of \$46,570 (enclosed)
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H. Review and Consider Approval and/or Ratify Approval of the Following Documents Relating to the Master Service Agreement for Civil Engineering between the CAB and Atwell LLC:

1. Ratify Approval of Amendment to Master Service Agreement for Civil Engineering between the CAB and Atwell LLC (enclosed)
  2. Work Order No. 2, Filing No. 4, for Sterling Ranch Filing No. 4 Townhomes Site, for an Anticipated Budget Amount of \$41,500 (enclosed)
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I. Review and Consider Approval of the Following Documents Relating to the Master Service Agreement for Dry Utility Work between the CAB and Engineering Underground:

1. Review and Consider Approval of Notice of Change to Approved Design ("NOC") No. 17128.05 for Change of Placement of Street Lights in Filing No. 2 on Merino Circle (enclosed)
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J. Update on Status of Bidding Process for Titan Road Phase 2, Filing 2, and Providence Park Landscape Improvements

1. Ratify Extension of Time for Bidders to Respond to May 18, 2018 at 11:00 a.m. and Adjusted Notice to Award to June 29, 2018 or Earlier (enclosed)
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K. Review and Consider Approval of Non-Exclusive Easement Agreement (affecting p/o Tract C1, SR Filing 1, 1<sup>st</sup> Amendment) between the CAB and Lumiere Fiber, LLC (enclosures)

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L. Ratify Approval of the Following Document(s) Relating to the Master Service Agreement for Website Development and Maintenance Services between the CAB and Siemens Industry, Inc.:

1. Work Order No. 22, Filing No. 1 for Street Lighting for an Anticipated Budget Amount of \$116,900 (enclosed)

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M. Discuss and Consider Approval of Access Agreement between the CAB and The City of Aurora (enclosed)

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N. Discuss and Consider Approval of Hiring a Special Projects Coordinator & Entry Level Inspector (enclosed)

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O. Review and Consider Approval of Annual Drinking Water Consumer Confidence Report and its Distribution to Water Customers at Sterling Ranch (enclosed)

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P. Review and Consider Approval of Cost Estimate from Xcel Energy for Gas Relocation at Titan Road and Moore Road - \$56,809.54 (enclosed)

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Q. Review and Consider Approval of a Master Service Agreement by and between the CAB and Calm Design Group (to be distributed)

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7. EXECUTIVE SESSION, IF NECESSARY

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8. FINANCIAL MATTERS

- A. Review and Consider Ratifying Approval of Claims Totaling \$1,012,462.04, Represented by Check Numbers 891, 901 through 936, and an EFT (enclosed)
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- B. Review and Consider Accepting Unaudited Financial Statements as of March 31, 2018 (to be distributed)
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- C. Ratify Approval of Engineer's Report and Certification No. 34 for Mortenson Construction in the Amount of (\$1,452,209), Dated April 3, 2018, Submitted by Manhard Consulting, Ltd for the Period from March 1, 2018 through March 31, 2018, and the Following Pay Application (enclosed):

1. Ratify Approval of Pay Application No. 34 in the Amount of (\$1,534,809), Submitted by Mortenson Construction for Construction Costs during the Period from March 1, 2018 through March 31, 2018
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- D. Review and Consider Approval of Engineer's Report and Certification No. 35 for Mortenson Construction in the Amount of \$62,013.87, Dated May 9, 2018, Submitted by Manhard Consulting, Ltd for the Period from April 1, 2018 through April 30, 2018, and the Following Pay Application (enclosed):

1. Review and Consider Approval of Pay Application No. 35 in the Amount of \$65,277, Submitted by Mortenson Construction for Construction Costs during the Period from April 1, 2018 through April 30, 2018 (enclosed)
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- E. Review and Consider Approval of Cost Certification No. 3 for Filing No. 2 for Sterling Gulch Improvements, Titan & Roxborough Road, and Titan & Moore Road, in the Amount of \$605,221.25, Dated May 7, 2018, for the Period of April, 2018, Submitted by CORE Consultants, Inc. for the Following Pay Applications (enclosed):

1. Review and Consider Approval of Pay Application No. 3 for Monks Construction in the Amount of \$605,221.25 for the Period from April 1, 2018 through April 25, 2018 (enclosed)
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F. Review and Consider Approval of Cost Certification No. 3 for BrightView Landscape Development for Filing #1, Off-Site Water & Wastewater, Titan Lift Station & Force Main, Tank & Connection to Roxborough WWTP in Filing No. 1 in the Amount of \$459,830, Dated May 1, 2018, Submitted by Manhard Consulting, Ltd for the Period of April 1, 2018 through April 30, 2018, and the Following Pay Application (enclosed):

1. Review and Consider Approval of Pay Application No. 3 in the Amount of \$459,830, Dated April 20, 2018, Submitted by BrightView Landscape Development for the Period from April 1, 2018 through April 30, 2018 (enclosed)

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9. BOARD MATTERS

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10. CONSTRUCTION MATTERS / Tim Mangnall

A. Status of Acceptance by Douglas County of Infrastructure

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B. Construction Updates

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11. MANAGEMENT MATTERS / Don Rosier

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12. ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of Revised Minutes of the January 31, 2018 Continued Regular Meeting, Minutes of the March 13, 2018 Work Session, Minutes of the April 10, 2018 Work Session, Minutes of the April 17, 2018 Regular Meeting, and Minutes of the April 17, 2018 Work Session (enclosures)
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- B. Confirm Quorum for Next Board Meeting to be Held Tuesday, June 19, 2018 at 3:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111
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- C. Other
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13. ADJOURNMENT

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**NEXT SCHEDULED BOARD MEETING**

**Tuesday, June 19, 2018 – 3:00 p.m.  
CliftonLarsonAllen LLP  
8390 E. Crescent Pkwy., Suite 500  
Greenwood Village, CO 80111**

**2018 REGULAR BOARD MEETING SCHEDULE**

**June 19, 2018  
July 17, 2018  
August 21, 2018  
September 18, 2018  
October 16, 2018  
November 20, 2018  
December 18, 2018**

**DEFERRED/PENDING ITEMS:**

1. Discuss Prairie Conservation Plan Overview / Don Rosier
2. Discuss and Consider Approval of Rules, Regulations and Conditions for Use of Sterling Ranch Information Center
3. Review and Consider Approval of Service Agreement for Landscape Master Plan Design and Entitlements between the CAB and PCS Group, Inc.
4. Review Bids for Removal and Replacement of Existing Concrete Fence / Consider Selection of Contractor
5. Review and Consider Approval of Intergovernmental Agreement Regarding the Design, Construction and Maintenance of Titan Road (Intersection Improvements at Roxborough Park Road) Improvement Project
6. Review and Consider Adoption of Rules & Regulations / For June 2018 Agenda