

**NOTICE OF REGULAR 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 regular meeting on Tuesday, February 16, 2016 at the hour of 1:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, Colorado 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"**  
**REGULAR MEETING AGENDA**

**Board of Directors:**

**Term Expires:**

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James Yates, President (representing Sterling Ranch Colorado MD No. 2)	January 15, 2017
Harold R. Smethills, Jr., Vice President (representing Sterling Ranch Colorado MD No. 1)	January 15, 2018
Diane H. Smethills, Treasurer (representing Sterling Ranch Colorado MD Nos. 3-7)	January 15, 2018
Denise Denslow, Secretary	N/A
8 VACANCIES	

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**Date: February 16, 2016 – Tuesday**

**Time: 1:00 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. CONSENT AGENDA (THE FOLLOWING CAN BE APPROVED WITH A SINGLE MOTION, OR PULLED FROM THE CONSENT AGENDA AND DISCUSSED SEPARATELY)

- A. Review and Consider Approval of Claims Totaling \$67,519.34, Represented by Check Numbers 248 through 254 (enclosed)
  - B. Review and Consider Approval of Minutes of January 19, 2016 Special Meeting (enclosed)
  - C. Review and Consider Approval of Unaudited Financial Statements as of December 31, 2015 (enclosed)
  - D. Review and Consider Approval of 2016 Accounting Services Engagement Letter with CliftonLarsonAllen LLP (enclosed)
  - E. Review and Consider Adoption of Resolution No. 2016-02-01, Resolution Designating Location for Posting for 24-Hour Notices (enclosed)
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5. UTILITY MATTERS

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6. LEGAL MATTERS

A. Report on Status of Design Review Committee

1. Discuss and Consider Approval of Service Agreement for Design Review Services between the CAB and Woodley Architectural Group, Inc. (to be distributed)
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B. Report on Status of Issuance of Tap and Facilities Fee Certificates

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C. Discuss and Consider Approval of the Following Documents Relating to the Master Service Agreement for Master Planning and Design Support for Sterling Ranch Filing 1 between the CAB and Redland Consulting Group, Inc.:

1. Change Order No. 2 to LAP No. 2 under Work Order No. 16, for an Increase in the Contract Amount of \$15,000 (enclosed)
  2. Change Order No. 2 to LAP No. 2 under Work Order No. 19, for an Increase in the Contract Amount of \$35,000 (enclosed)
  3. Work Order No. 31, for Subdivision Plat Amendment No. 3 and Construction Drawing Revision Services, for an Anticipated Budget of \$12,000 (enclosed)
  4. LAP No. 1 under Work Order No. 31, for Subdivision Plat Amendment Services, for an Amount not to Exceed \$3,500 (enclosed)
  5. LAP No. 2 under Work Order No. 31, for Construction Drawing Revisions and Plan Amendment Processing – Redland, for an Amount not to Exceed \$5,000 (enclosed)
  6. LAP No. 3 under Work Order No. 31, for Construction Drawing Revisions – Martin/Martin for an Amount not to Exceed \$3,500 (enclosed)
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D. Discuss and Consider Approval of Project Management Agreement between the CAB and Sterling Ranch Development Company (to be distributed)

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- E. Discuss and Consider Approval of Project Development Agreement between the CAB and Sterling Ranch Development Company (to be distributed)

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- F. Review and Consider Approval of Confidential Disclosure Agreement between the Sterling Ranch Community Authority Board and Vanderbilt University (draft enclosed)

1. Discuss and Consider Retaining Special Counsel to Review Confidential Disclosure Agreement

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- G. Discuss and Consider Approval of Financial Services Agreement (effective 1-01-16) between the CAB and Piper Jaffray & Co. (enclosed)

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7. EXECUTIVE SESSION, IF NECESSARY

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8. FINANCIAL MATTERS

- A. Review and Consider Approval of Pay Application No. 7 in the Amount of \$1,014,347 (\$1,067,734 with retainage), Submitted by Mortenson Construction for Construction Costs During the Period from January 1, 2016 through January 31, 2016 (enclosed)

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- B. Review and Consider Approval of Engineer's Report and Certification No. 7 in the Amount of \$1,014,347.03, Dated February 8, 2016, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from January 1, 2016 through January 31, 2016 (enclosed)

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- C. Review Proposals and Consider Selecting Auditor for 2015 Audit Services (enclosures):

1. JDS Professional Group, Inc.
2. Haynie & Co.
3. \_\_\_\_\_

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9. PUBLIC COMMENTS

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10. CONSTRUCTION MATTERS

- A. Report from Mortenson on Construction Status (enclosed)

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- B. Inspection Report from District Engineer

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11. BOARD MATTERS

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12. MANAGEMENT MATTERS

- A. Confirm Quorum for Next Board Meeting to be Held Tuesday, March 15, 2016 at 1:00 p.m. at the Offices of CliftonLarsonAllen LLP

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- B. Other

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13. ADJOURNMENT

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Informational Items:

- Market Monitor / D.A. Davidson

**NEXT SCHEDULED BOARD MEETING**

**Tuesday, March 15, 2016 – 1:00 p.m.**

**CliftonLarsonAllen LLP**

**8390 E. Crescent Parkway, Suite 500**

**Greenwood Village, CO 80111**

**2016 REGULAR BOARD MEETING SCHEDULE**

**Tuesday, March 15, 2016**

**Tuesday, April 19, 2016**

**Tuesday, May 17, 2016**

**Tuesday, June 21, 2016**

**Tuesday, July 19, 2016**

**Tuesday, August 16, 2016**

**Tuesday, September 20, 2016**

**Tuesday, October 18, 2016**

**Tuesday, November 15, 2016**

**Tuesday, December 20, 2016**