

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 Tuesday, March 22, 2016 at the hour of 12:00 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"
SPECIAL MEETING AGENDA

Board of Directors:

Term Expires:

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	

Date: March 22, 2016 – Tuesday ***please note special date and time***

Time: 12:00 p.m.

Location: CliftonLarsonAllen LLP
8390 E. Crescent Parkway
Suite 500
Greenwood Village, CO 80111

1. CALL TO ORDER / DECLARATION OF QUORUM

2. DISCLOSURE OF CONFLICTS OF INTEREST

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

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 \$722,420.27, Represented by Check Numbers 255 through 262 (enclosed)
 - B. Review and Consider Approval of Minutes of February 16, 2016 Regular Meeting (enclosed)_____

5. UTILITY MATTERS

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. (enclosed)
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B. Report on Status of Issuance of Tap and Facilities Fee Certificates

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. Work Order No. 32 for Water Line Revisions to Filing No. 1, Plat Amendment to Parkwood Homes and Revised Offsite Waterline L & E, for an Anticipated Budget of \$30,500 (enclosed)
 2. LAP No. 1 under Work Order No. 32 for Subdivision Plat Amendment Services for an Amount Not to Exceed \$3,000 (enclosed)
 3. LAP No. 2 under Work Order No. 32 for Construction Drawing Revisions- Martin Martin for an Amount Not to Exceed \$7,500 (enclosed)
 4. LAP No. 3 under Work Order No. 32 for Construction Drawing Revisions and Processing for an Amount Not to Exceed \$12,000 (enclosed)
 5. LAP No. 4 under Work Order No. 32 for Revised Offsite Waterline Location and Extent Exhibit and Application for an Amount Not to Exceed \$6,000 (enclosed)
 6. LAP No. 5 under Work Order No. 32 for Revised Cathodic Protection Plans- QualCorr for an Amount Not to Exceed \$2,000 (enclosed)
 7. Change Order No. 3 to Work Order No. 19, LAP No. 2 for Preliminary/Final Plat – Construction Phase Services in an Increase Not to Exceed \$50,000 (enclosed)
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D. Discuss Status of Project Management Agreement between the CAB and Sterling Ranch Development Company

- E. Ratify Approval of First Amendment to Subdivision Improvements Agreement and Intergovernmental Agreement for Sterling Ranch Filing No. 1 between Sterling Ranch Development Company, Sterling Ranch Community Authority Board, Dominion Water & Sanitation District (acting by and through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise), Roxborough Water & Sanitation District, and the Board of County Commissioners of the County of Douglas, Relating to the Completion of the Improvements, the Landscape and Park Improvements, the Wholesale Water and Wastewater Improvements, and the Water Treatment Improvements, Associated with the Subdivision (enclosed)
 - 1. Ratify Adoption of Resolution No. 2016-03-01, Joint Resolution of the Board of Directors of the Sterling Ranch Community Authority Board and the Board of Directors of Dominion Water and Sanitation District Acknowledging the Appropriation of Sums of Money for Sterling Ranch Filing No. 1 Construction Costs (enclosed)
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- F. Discuss and Consider Approval of the Following Documents Relating to the Master Service Agreement for Rate Structuring Engineering Services between the CAB and CH2M Hill Engineers, Inc.:
 - 1. LAP No. 5 under Work Order No. 1 – for a Portion of Task 2 – Rate Design and Develop Rates and Related project Management Activities, for an Amount Not to Exceed \$8,000 (enclosed)
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- G. Consider Ratifying Approval of the Following Documents Relating to the Master Service Agreement for Preconstruction Services between the CAB and Siemens Industry, Inc.:
 - 1. Master Contract Work Order No. 4 (GIS Configuration) and Addendum to Work Order No. 4 under Master Agreement, for an Amount Not to Exceed \$59,664 (enclosed)
 - 2. Master Contract Work Order No. 5 (GIS Licensing) and Addendum to Work Order No. 5 under Master Agreement, for an Amount Not to Exceed \$239,771 (enclosed)
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- H. Consider Ratifying Approval of Letter of Authorization to Access Denver Water Property (Conduit No. 27) between the CAB and Denver Water (enclosed)

7. EXECUTIVE SESSION, IF NECESSARY

8. FINANCIAL MATTERS

- A. Review and Consider Approval of Pay Application No. 8 in the Amount of \$1,858,741 (\$1,956,569 with retainage), Submitted by Mortenson Construction for Construction Costs during the Period from February 1, 2016 through February 29, 2016 (enclosed)

- B. Review and Consider Approval of Engineer's Report and Certification No. 8 in the Amount of \$1,858,740.55, Dated March 8, 2016, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from February 1, 2016 through February 29, 2016 (enclosed)

- C. Review and Consider Approval of Change Order No. 1 to the First Amended Sterling Ranch CAB Infrastructure Master Agreement for Construction Contracting, for an Increase to the Contract Amount of \$20,703.35 for Earthwork Remobilization Costs (enclosed)

- D. Review and Consider Approval of Verification of Costs for District Eligible Reimbursement – Sterling Ranch Metropolitan Districts – Notebook 3 dated February 11, 2016 Prepared by EVO Consulting Services, Inc., Authorizing Reimbursement to Sterling Ranch, LLC in the Amount of \$967,032.96 (enclosed)

Sterling Ranch Community Authority Board "CAB"

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9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

A. Update on Construction Status (enclosed)

11. BOARD MATTERS

12. MANAGEMENT MATTERS

A. Confirm Quorum for Next Board Meeting to be Held Tuesday, April 19, 2016 at 1:00 p.m. at the Offices of CliftonLarsonAllen LLP

B. Other

13. ADJOURNMENT

Informational Items:

- McGeady Becher Notice of New Rates Effective March 21, 2016

NEXT SCHEDULED BOARD MEETING

Tuesday, April 19, 2016 – 1:00 p.m.

CliftonLarsonAllen LLP

8390 E. Crescent Parkway, Suite 500

Greenwood Village, CO 80111

2016 REGULAR BOARD MEETING SCHEDULE

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