

Sterling Ranch Community Authority Board ("CAB")

**8390 E. Crescent Pkwy., Suite 500
Greenwood Village, CO 80111-2814**

303-779-4525

303-773-2050 (FAX)

April 15, 2016

VIA EMAIL: recording@douglas.co.us

Douglas County Clerk and Recorder
301 Wilcox St.
Castle Rock, CO 80104

Re: Regular Meeting Notice

Dear Clerk:

Attached please find a Notice of Regular Meeting for the above referenced Authority. Please post said Notice on the Public Bulletin Board in your office. This Notice does not replace any previously posted Notices and shall remain posted until April 20, 2016.

Please acknowledge receipt of this Notice, and confirm that it was **posted no later than 5:00 p.m. on Friday, April 15th**, by executing this letter below and returning via email to Cindy.Jenkins@CLAconnect.com.

Thank you for your assistance in this matter. If you have any questions or need additional information, please contact me.

Sincerely,

Cindy Jenkins

Cindy Jenkins
Assistant to Denise Denslow
District Manager

I hereby acknowledge receipt of the above Notice and it's posting for Sterling Ranch Community Authority Board ("CAB") this 15th day of April, 2016.

COUNTY CLERK AND RECORDER

By: _____

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, April 19, 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:

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: April 19, 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

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 \$226,624.00, Represented by Check Numbers 263, 264, and 268 through 275 (check numbers 265 through 267 are with the Developer for use in time sensitive situations) (enclosed)
 - B. Review and Consider Approval of Minutes of March 22, 2016 Special Meeting (enclosed)_____

5. UTILITY MATTERS

6. LEGAL MATTERS

A. Report on Status of Design Review Committee

1. Ratify Approval of Master Service Agreement for Design Guidelines and Design Review Services between the CAB and Woodley Architectural Group, Inc. (to be distributed)
 2. Discuss and Consider Approval of the Following Documents Relating to the Master Service Agreement for Design Guidelines and Design Review Services Between the CAB and Woodley Architectural Group, Inc. (all to be distributed):
 - a. Work Order No. 1, for Design Guideline Updates and Revisions for Sterling Ranch, for an Anticipated Budget of \$25,000.00
 - b. LAP No. 1 under Work Order No. 1, for Providence Village Design Guidelines Revisions, for an Amount Not to Exceed \$12,500.00
 - c. LAP No. 2 under Work Order No. 1, for Prospect Village Design Guideline Update, for an Amount Not to Exceed \$12,500.00
 - d. Work Order No. 2, for Architectural Review for Sterling Ranch, for an Anticipated Budget of \$25,000.00
 - e. LAP No. 1 under Work Order No. 2, for Architectural Review Services on a Time and Material Basis, for an Amount Not to Exceed \$25,000.00
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- B. Discuss Status of First Amendment and Second 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
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- C. Consider Ratifying Approval of Notice to Proceed to M.A. Mortenson Company, d/b/a Mortenson Construction, to Proceed with the Force Main Alternative as Set Forth in the Amended and Restated Work Order No. 1 – Sterling Ranch Filing No. 1 Guaranteed Maximum Price Contract Documents (enclosed)

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- D. Consider Ratifying Approval of Letter of Authorization to Access Denver Water Property (High Line Canal) between the CAB and Denver Water (enclosed)
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- E. 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. Change Order No. 1 to Work Order No. 1, for an Increase in the Contract Amount of \$60,000, Due to Change in Scope of Services to Finalize the Rate Study Report Documenting the 2016 Water, Wastewater, and Stormwater Rates and Charges, and Provide ongoing Business Planning Support (to be distributed)
 2. LAP No. 6 under Work Order No. 1, for Task 1 – Rate Study Report (prepare document recommending 2016 water, wastewater and stormwater tap fees and rates) for an Amount Not to Exceed \$30,000 (to be distributed)
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- F. FIRST READING: Consider Adoption of Resolution of the Board of Directors of the Sterling Ranch Community Authority Board ("CAB") Amending the Utilities, Parks and Open Space Rules and Regulations (pertaining to water, wastewater and storm drainage rates, fees and charges assessed by the CAB) (to be distributed)
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- G. Consider Approval of Form of Sterling Ranch Filing No. 1 Builder Sidewalk Agreement
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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. 9 in the Amount of \$1,873,420 (\$1,972,021 with retainage), Submitted by Mortenson Construction for Construction Costs during the Period from March 1, 2016 through March 31, 2016 (enclosed)
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- B. Review and Consider Approval of Engineer's Report and Certification No. 9 in the Amount of \$1,873,420.34, Dated April 7, 2016, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from March 1, 2016 through March 31, 2016 (enclosed)
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9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

- A. Update on Construction Status (enclosures)
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11. BOARD MATTERS

12. MANAGEMENT MATTERS

- A. Confirm Quorum for Next Board Meeting to be Held Tuesday, May 17, 2016 at 1:00 p.m. at the Offices of CliftonLarsonAllen LLP
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- B. Other
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13. ADJOURNMENT

Informational Items:

NEXT SCHEDULED BOARD MEETING

Tuesday, May 17, 2016 – 1:00 p.m.
CliftonLarsonAllen LLP
8390 E. Crescent Parkway, Suite 500
Greenwood Village, CO 80111

2016 REGULAR BOARD MEETING SCHEDULE

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