

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, November 15, 2016 at the hour of 1:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, 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"
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: November 15, 2016 - Tuesday

Time: 1:00 p.m.

Location: CliftonLarsonAllen LLP
8390 E. Crescent Pkwy.
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 a Claims Totaling \$355,666.57, Represented by Check Numbers 292, and 350 through 363 (enclosed)
- B. Review and Consider Approval of Minutes of October 14, 2016 Special Meeting (enclosed)
- C. Review and Consider Acceptance of Unaudited Financial Statements as of September 30, 2016 (enclosed)
- D. Ratify Approval of the Following Items under the Master Service Agreement between the CAB and Siemens Industry, Inc. Building Technologies Division:
 1. LAP No. 1 under Work Order No. 1 for Preconstruction Services for Technology Integration Elements for the CAB for an Amount Not to Exceed \$893,032.00 (enclosed)

2. Work Order No. 10 for In-Home Technology Solutions Administration Services for an Amount Not to Exceed \$9,970.00 (enclosed)
3. Work Order No. 8 for Single Family Home Irrigation Controls for an Amount Not to exceed \$279,650.00 (enclosed)

5. UTILITY MATTERS

- A. SECOND READING: Consider Increasing Rates and Fees for Water/Sewer Service in 2017:
 1. Review Revised Rate Study prepared by CH2M Hill, Inc. (to be distributed)
 2. Review and Consider Adoption of Resolution No. 2016-11-___, Resolution Amending the Utilities, Parks and Open Space Rules and Regulations (Pertaining to Water, Sanitary Sewer and Stormwater Rates, Fees and Charges Assessed by the Sterling Ranch Community Authority Board) (to be distributed)
- B. Review and Consider Adoption of Fire Mitigation Plan

6. LEGAL MATTERS

- A. Consider Approval of the Following Items under the Master Service Agreement between the CAB and Siemens Industry, Inc. Building Technologies Division:

Siemens (before approval of items listed below):

WO #	WO Budget \$	LAP#'s Approved	Authorized LAP \$	Remaining WO \$
2	\$293,036	1,2,3,4	\$118,906	\$174,130
4	\$93,226	Addendum	\$93,226 (Addendum)	\$0
5	\$239,771	Addendums	\$239,771 (Addendums)	\$0
10	\$9,970	None	\$0	\$9,970

1. Change Order No. 2 to Work Order No. 2 for Continuation of Website Operations and Maintenance from October 1, 2016 through December 31, 2017, for an Increase in the Contract Amount of \$_____ (to be distributed)

Sterling Ranch Community Authority Board "CAB"

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2. LAP No. 5 to Work Order No. 2 for Operations & Maintenance of Sterling Ranch Website from Oct. 2016 through Dec. 2017, in an Amount Not to Exceed \$_____ (to be distributed)
3. Change Order No. 1 to Work Order No. 4 for Changes in Cost Due to Acceleration and Modification of GIS Modules Required for an Increase of Budgeted Amount by \$5,202.00, for a Total Amount of \$98,428.00 for Work Order No. 4 (enclosed)
4. LAP No. 1 under Work Order No. 4 to Configure GIS Modules for Deployment and Field Use for an Amount Not to Exceed \$98,428.00
5. Change Order No. 1 to Work Order No. 5 for Change in Scope of Work (Modules have Undergone a Branding/Name Change) and an Increase of Budgeted Amount by \$50,073.00 for a Total Amount of \$425,497.00 (or \$425,597.00) for Work Order No. 5
6. LAP No. 1 under Work Order No. 5 for 2016 GIS License Agreement through 12/31/16 for an Amount Not to Exceed \$23,371.00
7. LAP No. 1 under Work Order No. 10 for Sterling Ranch Filing 1 In-Home Technology Solutions Administration Services for an Amount Not to Exceed \$9,970

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- B. Review and Consider Approval of the Following Document(s) Relating to the Master Service Agreement for Rate Structuring Engineering Services between the CAB and CH2M Hill Engineers, Inc.:

CH2M Hill (before approval of items listed below):

WO #	WO Budget \$	LAP #	Authorized LAP \$	Remaining WO \$
1	\$148,880	1,2,3,4,5,6,7,8	\$134,000	\$14,880

1. Change Order No. 2 to Work Order No. 1 for Rate Structuring Engineering Services Change in Scope of Services and an Increase of the Budgeted Amount by \$15,000, for a Total of \$163,880 for Work Order No. 2 (enclosed)
 2. LAP No. 9 under Work Order No. 1 for Determining Rates & Charges for CAB Water-Related Utilities for an Amount Not to Exceed \$15,000 (enclosed)
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- C. Review and Ratify Approval of Papillon Resorts, LLC Proposal/Term Sheet to Lease a Recreational Site from the CAB in Order to Build a Wellness Center (enclosed)

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- D. Review and Consider Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Support Services for Sterling Ranch Filing No. 1 between the CAB and Redland Consulting Group, Inc.:

Redland (before approval of items listed below):

WO #	WO Budget \$	LAP #	Authorized LAP \$	Remaining WO \$
2	\$72,800	1,2	\$72,800	\$0.00
16	\$285,142.50	1,2	\$285,142.50	\$0.00
19	\$200,365	1,2	\$200,365	\$0.00
35	\$0.00	None	\$0.00	N/A

1. Change Order No. 1 to Work Order No. 2 for Legal Descriptions for Use in Dedicating Easements or Right-of-Way – for an Increase of the Budgeted Amount by \$8,000, for a Total of \$80,800 for Work Order No. 2 (enclosed)
 - a. LAP No. 3 under Work Order No. 2 for Legal Descriptions in an Amount Not to Exceed \$8,000 (enclosed)
2. Change Order No. 2 to Work Order No. 16 for Project Meetings and Coordination – Preliminary/Final Plat – for an Increase of the Budgeted Amount by \$20,000, for a Total of \$305,142.50 for Work Order No. 16 (enclosed)
 - a. LAP No. 3 under Work Order No. 16 for Project Meetings and Coordination – Preliminary/Final Plat in an Amount Not to Exceed \$20,000 (enclosed)
3. Change Order No. 2 to Work Order No. 19 for Preliminary/Final Plat – Construction Phase Services – for an Increase of the Budgeted Amount by \$100,000, for a Total of \$300,365.00 for Work Order No. 19 (enclosed)
 - a. LAP No. 3 under Work Order No. 19 for Preliminary/Final Plat – Construction Phase Services in an Amount Not to Exceed \$100,000 (enclosed)
2. Work Order No. 35 for Record Drawings for Sterling Ranch Phases 1, 2A and 2B for an Anticipated Budget Amount of \$10,250 (enclosed)
 - a. LAP No. 1 under Work Order No. 35 for Phase 1 Record Drawings-Redland for an Amount Not to Exceed \$3,000 (enclosed)

- b. LAP No. 2 under Work Order No. 35 for Phase 1 Record Drawings-
Martin Martin for an Amount Not to Exceed \$2,500 (enclosed)
 - c. LAP No. 3 under Work Order No. 35 for Phase 2A Record Drawings-
Martin Martin for an Amount Not to Exceed \$2,500 (enclosed)
 - d. LAP No. 4 under Work Order No. 35 for Phase 2B Record Drawings-
Martin Martin for an Amount Not to Exceed \$2,250 (enclosed)
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- E. Review and Consider Approval of the Following Documents 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 (enclosed):
- 1. Change Order No. 8 for Design Changes, Quantity Reconciliation, and Tank Site GESC and Water Tie-In, for an increase in the budgeted amount of \$286,061.83.
 - 2. Change Order No. 9 for Schedule Updates, for a zero increase in the budgeted amount.
 - 3. Change Order No. 10 for Design Change #64 – Storm Revisions – PEI Wet Utilities, for an increase in the budgeted amount of \$33,962.00.
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- F. Review and Consider Approval of the Following Documents Relating to the Master Service Agreement for Owner's Representative Engineering Services between the CAB and CORE Consultants, Inc.:

CORE (before approval of items listed below):

WO #	WO Budget \$	LAP #	Authorized LAP \$	Remaining WO \$
1	\$25,000	1	\$25,000	\$0.00
2	\$50,000	1	\$50,000	\$0.00
3	\$546,220	1	\$546,220	\$0.00

- 1. Change Order No. 2 to Work Order No. 1, Extending the Term for Completion of Tasks 1 and 2 to February 28, 2017, for a Zero Increase in the Budgeted Amount (enclosed)
- 2. Change Order No. 2 to Work Order No. 2, for Review and Revision of March 2015 Dominion Standards and Specifications and Extending the Term to

February 28, 2017, for an Increase in the Budgeted Amount of \$30,000.00 (enclosed)

(a) LAP No. 2 under Work Order No. 2, for Review and Revision of the March 2015 Dominion Standards and Specifications and Extending the Term to February 28, 2017, in an Amount Not to Exceed \$30,000.00 (enclosed)

3. Change Order No. 2 to Work Order No. 3, to Add an Additional Inspector to Supplement the Current Construction Observation and Scope and Extending the Term to February 28, 2017, for an Increase in the Budgeted Amount of \$250,000.00 (enclosed)

(a) LAP No. 2 under Work Order No. 3, to Add an Additional Inspector to Supplement the Current Construction Observation and Scope, and Extending the Term to February 28, 2017, in an Amount Not to Exceed \$250,000.00 (enclosed)

4. Change Order No. 1 to Work Order No. 3, to Extend the Term for Completion of Tasks 1-4 to February 28, 2017, for a Zero Increase in the Budgeted Amount (enclosed)

G. Update on Prairie Conservation Management Plan

H. Review and Consider Approval of Master Service Agreement for Abatement and Removal of Asbestos Containing Piping between the CAB and Casey Resources, Inc. (to be distributed)

I. Review and Consider Approval of Master Service Agreement for Information Center Displays between the CAB and Art + Business One, LLC (to be distributed)

- J. Review and Consider Approval of Master Service Agreement for Welcome Center Services between the CAB and Development & Research Services, LLC (to be distributed)

- K. Review and Consider Approval of Master Service Agreement for Abatement and Removal of Asbestos Containing Piping between the CAB and Casey Resources, Inc. (to be distributed)

- L. Review and Consider Approval of Service Agreement for Fabrication of Molds between the CAB and Precast Concepts, LLC, d/b/a Distinctive Molds (to be distributed)

- M. Review and Consider Approval of Concrete Fence Purchase and Storage Agreement between the CAB and Precast Concepts, LLC, d/b/a Stonebilt Concepts (to be distributed)

- N. Review and Consider Approval of Master Service Agreement for Soils Testing Services between the CAB and A.G. Wassenaar, Inc. (to be distributed)

- O. Review and Consider Approval of Water, Wastewater and Stormwater Operations Intergovernmental Agreement (for Service to Sterling Ranch) by and between Dominion Water & Sanitation District, Dominion Water & Sanitation District acting by and through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and the CAB (to be distributed)

- P. Review and Consider Approval of Amended and Restated Operation Funding Agreement (2016-2030) between the CAB and Hobbs Investments LLC (to be distributed)
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- Q. Review and Consider Approval of Second Amended and Restated Facilities Funding and Acquisition Agreement between the CAB and Hobbs Investments LLC (to be distributed)
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R. **Issuance of Series 2016 Notes:**

1. Review and Consider Approval of 2017-2023 Operation Funding Agreement between the CAB and Sterling Ranch, LLC (to be distributed)
 2. Review and Consider Approval of Facilities Funding and Reimbursement Agreement between the CAB and Sterling Ranch, LLC (to be distributed)
 3. FIRST READING: Discuss and Consider Adoption of a Resolution Approving the CAB's Taxable Subordinate Limited Revenue Promissory Note, Series 2016, in the Maximum Principal Amount of \$84,000,000, and the CAB's Taxable Subordinate Limited Tax Supported Promissory Note, Series 2016, in the Maximum Principal Amount of \$21,000,000 (to be distributed)
 4. FIRST READING: Discuss and Consider Adoption of a Resolution Approving a Pledge Agreement among Sterling Ranch Colorado Metropolitan District Nos. 2, 3, 4 and 7 and the CAB (to be distributed)
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7. EXECUTIVE SESSION, IF NECESSARY

Sterling Ranch Community Authority Board "CAB"

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8. FINANCIAL MATTERS

- A. Review and Consider Approval of Engineer's Report and Certification No. 16 in the Amount of \$4,541,776.70, Dated November 7, 2016, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from October 1, 2016 through October 31, 2016 (enclosed)

- B. Review and Consider Approval of Pay Application No. 16 in the Amount of \$4,570,133 (\$4,810,667 with retainage), Submitted by Mortenson Construction for Construction Costs during the Period from October 1, 2016 through October 31, 2016 (enclosed)

- C. Conduct Public Hearing to Consider Amending 2016 Budget; Consider Adoption of Resolution No. 2016 – 11-___, Resolution Amending 2016 Budget (enclosed)

- D. Conduct SECOND READING and Public Hearing to Consider Adoption of 2017 Budget; Consider Adoption of Resolution No. 2016-11-___ to Adopt 2016 Budget and Appropriate Sums of Money (enclosures)

9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

- A. Update on Construction Status (enclosed)

11. BOARD MATTERS

- A. Report on Status of Design Review Committee
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12. MANAGEMENT MATTERS

- A. Confirm Quorum for Next Board Meeting to be Held Tuesday, December 20, 2016 at 1:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111
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- B. Discuss 2017 Insurance Renewal Status, Insurance Schedules, and Statutory Requirement for Position Schedule Bond
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- C. Discuss Setting 2017 Regular Meetings for the Third Tuesday of Every Month at 1:00 p.m. at the Offices of CliftonLarsonAllen LLP
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- D. Review and Consider Approval of Adoption of Resolution No. 2016-11-__, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices (enclosed)
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- E. Other
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13. CONTINUATION

- A. Consider Continuation of Regular Meeting to December 1, 2016
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Informational Items:

NEXT SCHEDULED BOARD MEETING
Tuesday, December 20, 2016 – 1:00 p.m.
CliftonLarsonAllen LLP
8390 E. Crescent Pkwy., Suite 500
Greenwood Village, CO 80111

2016 REGULAR BOARD MEETING SCHEDULE
Tuesday, December 20, 2016

DEFERRED ITEMS:

1. Lease Agreement for Recreational Use of Sterling Ranch Filing No. 1 Trail within Denver Water Board Property between the CAB and the City and County of Denver, Acting by and through its Board of Water Commissioners