

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, March 21, 2017 at the hour of 3:00 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, 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	

Date: March 21, 2017 - Tuesday
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

2. DISCLOSURE OF CONFLICTS OF INTEREST

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

4. CONSENT AGENDA
 - A. Review and Consider Approval of Minutes of February 21, 2017 Work Session, and Minutes of February 21, 2017 Regular Meeting (enclosures)
 - B. Review and Consider Ratifying Approval of Claims Totaling \$1,193,516.49, Represented by Check Numbers 408 through 413, and 418 through 434 (enclosed)
 - C. **Ratify** Approval of the Following Document(s) Relating to the Master Service Agreement for Owner's Representative Engineering Services between the CAB and CORE Consultants, Inc.:
 1. Change Order No. 4 to Work Order No. 3 for Owner's Representative Services for an Increase in Budgeted Amount of \$230,000, for a New Total of \$1,236,220 (enclosed)
 2. LAP No. 4 under Work Order No. 3 for Owner's Representative Services for an Amount Not to Exceed \$230,000 (enclosed)

- D. **Ratify** Approval of the Master Service Agreement for Information Center Trailer Moving and Installation Services between the CAB and Pac-Van, Inc. and the Following Related Documents (enclosed):
1. Work Order No. 1 for Transportation and Installation of Mobile Trailer for an Anticipated Budget Amount of \$13,134 (enclosed)
 2. LAP No. 1 for Transportation and Installation of Mobile Trailer for an Amount Not to Exceed \$13,134 (enclosed)
- E. **Ratify** Approval of the Master Service Agreement for Design Guidelines and Design Review Services between the CAB and Woodley Architectural Group, Inc. and the Following Related Documents (to be distributed):
1. Work Order No. 1 for Design Guideline Updates and Revisions for Sterling Ranch for an Anticipated Budget Amount of \$25,000 (to be distributed)
 2. LAP No. 1 under Work Order No. 1 for Providence Village Design Guidelines Revisions for an Amount Not to Exceed \$12,500 (to be distributed)
 3. LAP No. 2 under Work Order No. 1 for Prospect Village Design Guideline Update for an Amount Not to Exceed \$12,500 (to be distributed)
 4. Work Order No. 2 for Architectural Review for Sterling Ranch for an Anticipated Budget Amount of \$25,000 (to be distributed)
 5. LAP No. 1 under Work Order No. 2 for Architectural Review Services on a Time and Materials Basis for an Amount Not to Exceed \$25,000 (to be distributed)
- F. **Ratify** Approval of Master Service Agreement for Horticultural Services for Sterling Ranch Master Community between the CAB and Denver Botanic Gardens, Inc. (enclosed)
- G. **Ratify** Approval of Service Agreement for Community Support Services between the CAB and Higher Plane Carpentry, Inc. (enclosed)
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5. UTILITY MATTERS

6. LEGAL MATTERS

- A. Status of Final Approval by Public Service Company of Colorado of Joint Utility Trench Agreement between the CAB the Public Service Company of Colorado

- B. Discuss and Consider Approval of Lease Agreement between SR Civic Center, LLC and the CAB (to be distributed)

- C. Discuss Bidding Process for Sterling Ranch Work to Begin in Filing No. 2 Area - RFQ or RFP

- D. SECOND READING: Discuss and Consider Approval of Dominion Water and Sanitation District / Standards and Specifications for Potable Water, Sanitary Sewer, and Non-Potable Water (to be distributed)

- E. Status of Acceptance by the CAB of Infrastructure

- F. Status Update on Agreement between Douglas County and the Sterling Ranch Community Authority Board Concerning Subdivision Bond to Serve As Security for Obligations Under Subdivision Improvements Agreements

- G. Discuss Hiring of a Manager for the CAB

- H. Discuss Entering into a Service Agreement for Construction Management Services with Matt Diebel
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- I. Review and Consider Approval of Master Service Agreement for Program Management Support, Master Planning and Design Support for Sterling Ranch between the CAB and Matrix Design Group, Inc. (enclosed)
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- J. Review and Consider Approval of Service Agreement for Waste Management and Recycling between the CAB and Waste Management of Colorado, Inc. (to be distributed)
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- K. Review and Consider Approval of Office Lease for Two Office Spaces at a Cost of \$1,050 per Month (including utilities, snow removal, cleaning and access to common areas) between the CAB and ARS, Inc. (to be distributed)
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- L. Review and Consider Approval of Service Agreement for Permitting Work between the CAB and PowerSquare Design & Architecture, LTD (to be distributed)
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- M. FIRST READING: Discuss Setting Stormwater and Facilities Fees for Non-Residential Property
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- N. FIRST READING: Discuss and Consider Adoption of Resolution Acknowledging Designation of the CAB as a Covenant Enforcement Authority, and Resolution Imposing Fees and Costs under Covenant Documents (to be distributed)
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- O. 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. Change Order No. 12 for _____, for an Increase in the Budgeted Amount of \$_____ (to be distributed)
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7. EXECUTIVE SESSION, IF NECESSARY

8. FINANCIAL MATTERS

- A. Review and Consider Approval of Engineer's Report and Certification No. 20 in the Amount of \$1,789,932.22 (+ \$1,023.19 in non-CAB costs = \$1,790,958.41), Dated March 9, 2017, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from February 1, 2017 through February 28, 2017 (enclosed)
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- B. Review and Consider Approval of Pay Application No. 20 in the Amount of \$1,790,955 (\$1,885,216 with retainage), Submitted by Mortenson Construction for Construction Costs during the Period from February 1, 2017 through February 28, 2017 (enclosed)
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- C. Review and Consider Approval of 2016 Audit Engagement Letter between the CAB and Haynie & Company for an Amount of \$7,000 (enclosed)
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- D. Review and Consider Approval of Cash Access Addendum between the CAB and CliftonLarsonAllen LLP (enclosed)
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- E. Summary of Work Orders / LAPs / Change Orders under Master Service Agreements

- F. Other

9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

- A. Update on Construction Status (enclosed)

11. BOARD MATTERS

- A. Report on Status of Design Review Committee

- B. Discuss Authorization for Execution of Work Orders, LAPs, and Change Orders That Have Been Previously Appropriated

- C. Discuss Builder's Risk Insurance Policy

12. MANAGEMENT MATTERS

- A. Confirm Quorum for Next Board Meeting to be Held Tuesday, April 18, 2017 at 3:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111

B. Other

13. ADJOURNMENT

Informational Items:

NEXT SCHEDULED BOARD MEETING

Tuesday, April 18, 2017 – 3:00 p.m.

CliftonLarsonAllen LLP

8390 E. Crescent Pkwy., Suite 500

Greenwood Village, CO 80111

2017 REGULAR BOARD MEETING SCHEDULE

April 18, 2017

May 16, 2017

June 20, 2017

July 18, 2017

August 15, 2017

September 19, 2017

October 17, 2017

November 21, 2017

December 19, 2017

DEFERRED/PENDING 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
2. Review and Consider Approval of Intergovernmental Agreement Regarding the Design, Construction and Maintenance of Titan Road (Roundabout at Roxborough Park Road) Improvement Project between the CAB and the Board of County Commissioners of Douglas County, Colorado