

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, May 16, 2017 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"
SPECIAL 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: May 16, 2017 - 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

- A. Review and Consider Approval of Minutes of April 18, 2017 Regular Meeting (enclosed)
- B. Review and Consider Ratifying Approval of Claims Totaling \$832,893.54, Represented by Check Numbers 458 through 461, and 466 through 481 (enclosed)
- C. Review and Consider Approval of Unaudited Financial Statements as of March 31, 2017 (enclosed)
- D. Review and Consider Approval of License Agreement to Access and Grade Real Property with Richmond American Homes of Colorado, Inc. (enclosed)
- E. Review and Consider Approval of License Agreement to Access and Grade Real Property with Parkwood Homes- Sterling Ranch, LLC (enclosed)
- F. Review and Consider Approval of License Agreement to Access and Grade Real Property with Meritage Homes of Colorado, Inc. (enclosed)

- G. **Ratify** Approval of the Following Items under the Master Service Agreement for Irrigation System Design Services between the CAB and Hydrosystems-KDI, Inc.:
1. Work Order No. 1 for Final Irrigation System Design for Sterling Ranch Filing No. 2 for an Amount Not to Exceed \$5,000.00 (enclosed)
- H. **Ratify** Approval of the Following Items under the Master Service Agreement for Planning Services between the CAB and PCS Group, Inc.:
1. Work Order No. 1 for Landscape and Irrigation Inspection Services for Sterling Ranch Filing No. 1 for an Amount Not to Exceed \$35,000.00 (enclosed)
- I. **Ratify** Approval of the Following Items under the Master Service Agreement for Master Planning and Design Support for Sterling Ranch Filing No. 1 between the CAB and Redland Consulting Group, Inc.:
1. Change Order No. 4 to Work Order No. 2 for Master Planning and Design Support for an Increase in Budgeted Amount of \$8,000.00, for a New Total of \$96,800.00, and a Term Extension to August 31, 2017 (enclosed)
 2. Change Order No. 4 to Work Order No. 16 for Master Planning and Design Support for an Increase in Budgeted Amount of \$30,000.00, for a New Total of \$360,142.50, and a Term Extension to December 31, 2017 (enclosed)
 3. Change Order No. 3 to Work Order No. 19 for Master Planning and Design Support for an Increase in Budgeted Amount of \$100,000.00, for a New Total of \$400,365.00, and a Term Extension to December 31, 2017 (enclosed)
- J. **Ratify** Approval of the Following Items under the Master Service Agreement for Program Management Support, Master Planning and Design Support for **Filing No. 1** for Sterling Ranch Master Community between the CAB and Matrix Design Group, Inc.:
1. Change Order No. 1 to Work Order No. 1 for Filing No. 1 Design Support Services Including Construction Administration Support and Sterling Gulch Design for an Increase in Budgeted Amount of \$685,000.00, for a New Total of \$1,085,000.00
 2. **Rescind** Action by the Board on December 20, 2016 Approving Change Order No. 1 to Work Order No. 1 in the Amount of \$33,019.24; Rescind Action by the Board on December 20, 2016 Approving LAP No. 2 to Work Order No. 1 in the Amount of \$33,019.24
- K. **Ratify** Approval of the Following Items under the Master Service Agreement for Program Management Support, Master Planning and Design Support for Sterling

Ranch Master Community (not including Filing No. 1) between the CAB and Matrix Design Group, Inc.:

1. Work Order No. 1 for Design Support Services for **Filing No. 2** for an Amount Not to Exceed \$50,000 (enclosed)
2. Change Order No. 1 to Work Order No. 1 for Design Support Services for **Filing No. 2** for an Increase in Budgeted Amount of \$104,027.65 for a New Total of \$154,027.65 (enclosed)
3. **Rescind** Action by the Board on December 20, 2016 Approving Change Order No. 1 to Work Order No. 1 for **Filing No. 2** in the Amount of \$43,626.50; Rescind Action by the Board on December 20, 2016 Approving LAP No. 2 to Work Order No. 1 for **Filing No. 2** in the Amount of \$43,626.50
4. Work Order No. 3 for Preliminary Plan, Construction Documents and Final Plat Preparation, Submittal and Approval for Sterling Ranch **Filing No. 2** for an Amount Not to Exceed \$600,000.00 (enclosed)
5. Work Order No. 1 for Design Support Services for **Filing No. 3** for an Amount Not to Exceed \$50,000 (enclosed)
6. Work Order No. 2 for **Filing No. 3** for Titan Road and Roxborough Roundabout Design for an Amount Not to Exceed \$150,000.00 (enclosed)
7. Work Order No. 1 for Design Support Services for **Filing No. 4** for an Amount Not to Exceed \$50,000 (enclosed)
8. Work Order No. 1 for Design Support Services for **Filing No. 5** for an Amount Not to Exceed \$50,000 (enclosed)

L. **Ratify** Approval of the Following Items under 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. 1 for a New Term Expiration of September 30, 2017 – No Change in Scope of Work or Budget Amount (enclosed)
2. Change Order No. 4 to Work Order No. 2 for a New Term Expiration of September 30, 2017 – No Change in Scope of Work or Budget Amount (enclosed)
3. Change Order No. 5 to Work Order No. 3 for Water and Sanitary Sewer Service Coordination and Inspection, Residential Landscape Coordination and Inspection, and Monitoring Titan Road Lift Station Wet Well Level and

Assist with Lift Station Operation as Necessary, for an Increase in Budgeted Amount of \$100,000, for a New Total of \$1,336,220 (enclosed)

4. Change Order No. 3 to Work Order No. 5 for a New Term Expiration of September 30, 2017 – No Change in Scope of Work or Budget Amount (enclosed)

M. **Ratify** Approval of Public Service Company of Colorado Easement (enclosed)

N. **Ratify** Approval of Grant of Easement Storm Drainage by the CAB to the Board of County Commissioners of the County of Douglas, of the State of Colorado (enclosed)

5. UTILITY MATTERS

6. LEGAL MATTERS

- A. SECOND READING: Discuss and Consider Adoption of 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 (Stormwater and Facilities Fees for Non-Residential) (enclosed)

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

- C. Discuss and Authorize Employment of Construction Manager

- D. Discuss and Authorize Employment of Additional District Employees

- E. Discuss status of Waste Management and Recycling Services

- F. Review and Consider Ratifying 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. 13 for an Extended Warranty Obligation of Mortenson for Asphalt in Development Phase 2B, No Increase in Budgeted Amount (enclosed)
2. Discuss potential defective Curb and Gutter work in Phases 1 through 4 (enclosed)

- F. Review and Consider Approval of Master Service Agreement for Erosion and Cleaning Services between the CAB and Total Property, Inc. (enclosed)

- G. Review and Consider Approval of Service Agreement for Installation of Fiber Optic/Low Voltage Conduit, Pathways and Vaults between the CAB and Lumiere Fiber, LLC (enclosed)

- H. Review and Consider approval of Master Service Agreement for Geotechnical Services between the CAB and A.G. Wassengar, Inc. (enclosed)

7. EXECUTIVE SESSION, IF NECESSARY

8. FINANCIAL MATTERS

- A. Review and Consider Approval of Engineer's Report and Certification No. 22 in the Amount of \$4,006,197 (+ \$94,742 in non-CAB costs = \$4,100,939), Dated May 8, 2017, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from April 1, 2017 through April 30, 2017 (enclosed)

- B. Review and Consider Approval of Pay Application No. 22 in the Amount of \$4,100,939 (\$6,100,109 including costs previously withheld), Submitted by Mortenson Construction for Construction Costs during the Period from April 1, 2017 through April 30, 2017 (enclosed)

- C. Discuss Potential Debt Issuances

- D. Other

9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

- A. Status of Acceptance by the CAB of Infrastructure
 - 1. Phase 2B – Issuance of Substantial Completion
 - 2. Phase 2A – Issuance of Substantial Completion

11. BOARD MATTERS

12. MANAGEMENT MATTERS / Monty Sedlak

- A. Review and Consider Recommendation from CAB Manager Regarding:
 - 1. Benefits Policy
 - 2. Paid Time Off Policy
- B. Review and Consider Approval of Employee Manual
- C. Confirm Quorum for Next Board Meeting to be Held Tuesday, June 20, 2017 at 3:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111

- D. Other

13. ADJOURNMENT

Informational Items:

NEXT SCHEDULED BOARD MEETING

Tuesday, June 20, 2017 – 3:00 p.m.

CliftonLarsonAllen LLP

8390 E. Crescent Pkwy., Suite 500

Greenwood Village, CO 80111

2017 REGULAR BOARD MEETING SCHEDULE REMAINING

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
3. Consider Amending Rules and Regulations (to include "inspection" of backflow prevention device)