

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, June 20, 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: June 20, 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 the May 16, 2017 Special Meeting, Minutes of the May 17, 2017 Continued Special Meeting, and the Minutes of the May 30, 2017 Special Meeting (enclosures)
- B. Review and Consider Ratifying Approval of Claims Totaling \$1,095,978.76, Represented by Check Numbers 462 through 465, 482 through 486, and 492 through 509 (enclosed)
- C. **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. **Rescind** Action by the Board on May 16, 2017 Approving 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

2. Change Order No. 1 to Work Order No. 1 for **Filing No. 3** for Preliminary Plan Preparation and Lift Station No. 3 Design for an Increase in Budgeted Amount of \$340,000 for a New Total of Work Order No. 1 of \$390,000 (enclosed)
 3. Work Order No. 3 for **Filing No. 3** for Design and Entitlements for Sterling Gulch Dam in the Amount of \$970,000 (enclosed)
 4. Change Order No. 1 to Work Order No. 1 for **Filing No. 4** Preliminary Plan Preparation and Lift Station No. 3 Design for an Increase in Budgeted Amount of \$100,000 for a New Total of Work Order No. 1 of \$150,000 (enclosed)
- D. **Ratify** Approval of Master Service Agreement for Design Guidelines and Design Review Services between the CAB and Woodley Architectural Group, Inc. (enclosed)
- E. **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. Work Order No. 39 for Record Drawings for Sterling Ranch Phases 1, 2A, 2B, 3A and 3B for an Anticipated Budget Amount of \$30,235.00 (enclosed)
- F. **Ratify** Approval of Master Service Agreement for Geotechnical Services between the CAB and A.G. Wassenaar, Inc.) (enclosed)
- G. **Ratify** Approval of Master Service Agreement for Information Center Design and Fabrication between the CAB and Ideations, Inc.
- H. **Ratify** Approval of Residential Trash Collection, Recycling and Disposal Services Agreement between the CAB and Mountain Waste-Denver LLC dba Pro Disposal & Recycling ("Pro Disposal") (enclosures)
- I. **Ratify** Approval of Services Agreement between the CAB and Diversified Underground Inc. for Utility Locate Services (enclosed)
- J. **Ratify** Approval of Master Service Agreement between the CAB and HKA Enterprises for Payroll and Benefit Services (enclosed)
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5. UTILITY MATTERS

6. LEGAL MATTERS

- A. FIRST 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)
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- 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
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- C. Review and Consider Approval of E-Payment Services Agreement between the CAB and Point & Pay, LLC (enclosed)
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- D. Discuss and Consider Approval of Agreement between the CAB and the Colorado Parks Foundation for Purchase and Distribution of Park Passes (to be distributed)
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- E. Discuss Status of Second Amended and Restated Facilities Funding and Acquisition Agreement between the CAB and Hobbs Investments LLC and Approve Rescission of Offer to Enter into Agreement
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7. EXECUTIVE SESSION, IF NECESSARY

8. FINANCIAL MATTERS

- A. Review and Consider Approval of Engineer's Report and Certification No. 23 in the Amount of \$2,829,158.95 (+ \$9,789.05 in non-CAB costs = \$2,838,948.00), Dated June 12, 2017, Submitted by Tamarack Consulting LLC and CORE Consultants for the Period from May 1, 2017 through May 31, 2017 (enclosed)

- B. Review and Consider Approval of Pay Application No. 23 in the Amount of \$2,988,367 (\$2,838,949 including costs previously withheld), Submitted by Mortenson Construction for Construction Costs during the Period from May 1, 2017 through May 31, 2017 (enclosed)

- C. Discuss Status of 2016 Draft Audit

- D. Other

9. PUBLIC COMMENTS

10. CONSTRUCTION MATTERS

- A. Status of Acceptance by the CAB of Infrastructure

11. BOARD MATTERS

12. MANAGEMENT MATTERS / Monty Sedlak

- A. Review and Consider Approval of Employee Manual

- B. Discuss Retirement Plan Alternatives for CAB Employees

- C. Review and Consider Engagement of Jackson Lewis PC (Tim Kratz) as Special Counsel for Employment Matters

- D. Discuss and Consider Employment of Timothy J. Mangnall as Sterling Ranch Community Authority Board Construction Manager (enclosed – offer letter)

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

F. Other

13. ADJOURNMENT

Informational Items:

NEXT SCHEDULED BOARD MEETING

Tuesday, July 18, 2017 – 3:00 p.m.

CliftonLarsonAllen LLP

8390 E. Crescent Pkwy., Suite 500

Greenwood Village, CO 80111

2017 REGULAR BOARD MEETING SCHEDULE REMAINING

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