

**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 Thursday, September 21, 2017 at the hour of 3:00 p.m. at the office of Sterling Ranch Development Company, 1805 Shea Center Drive, Suite 260 (conference room), Highlands Ranch, CO 80129. 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:**

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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	

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**Date:** September 21, 2017 – Thurs. \*Note the special date & location for this meeting\*

**Time:** 3:00 p.m.

**Location:** Sterling Ranch Development Company  
1805 Shea Center Drive  
Suite 260, Conference Room  
Highlands Ranch, CO 80129

1. CALL TO ORDER / DECLARATION OF QUORUM

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2. DISCLOSURE OF CONFLICTS OF INTEREST

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

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4. UTILITY MATTERS

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5. LEGAL MATTERS

A. Discuss Issuance of the CAB's Limited Tax Improvement Senior Bonds, Series 2017A, and its Limited Tax Improvement Subordinate Bonds, Series 2017B; Authorize Any Necessary Actions in Connection Therewith

1. Discuss Status of Investment Banking Agreement between the CAB and Citigroup Global Markets Inc.
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- B. Discuss Status of Fourth Amendment to Subdivision Improvements Agreement and Intergovernmental Agreement for Sterling Ranch Filing No. 1 by and between Sterling Ranch Development Company, the Sterling Ranch Community Authority Board, Dominion Water & Sanitation District, Roxborough Water & Sanitation District, and the Board of County Commissioners of the County of Douglas
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- C. Review and Consider Approval of Intergovernmental Agreement for the Financing, Design and Construction of the Castle Rock Pipeline Project by and between Dominion Water & Sanitation District, the CAB, UMB Bank, n.a., and CliftonLarsonAllen LLP (enclosed)
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- D. Review and Consider Approval of Construction Disbursement Agreement by and between Dominion Water & Sanitation District, the CAB, UMB Bank, n.a., and CliftonLarsonAllen LLP (to be distributed)
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- E. Review and Consider Approval of First Amended and Restated Water, Wastewater and Stormwater Intergovernmental Agreement (For Service to Sterling Ranch) by and between Dominion Water & Sanitation District, acting by and through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and the CAB (enclosed)
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- F. Consider Approval of the Following Items under the Master Service Agreement for Preconstruction Services between the CAB and Siemens Industry, Inc., Building Technologies Division:

1. Work Order No. 17 for Sterling Ranch Filing 1 – Network Equipment for Temporary Visitors Center for an Anticipated Budget of \$24,835.00 (enclosed)
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- G. Discuss and Consider Approval of Voucher Program Policy for Parks Pass Program (to be distributed)
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- H. Discuss and Consider Approval of Rules, Regulations and Conditions for Use of Sterling Ranch Information Center (to be distributed)
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- I. Review and **Ratify** 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. 15 for Roadway Reconciliation Phase 3-7, CDOT Changes to Santa Fe/Titan Signal Plan, Design Change #85 – Dry Utility Phase 6, 7, and 8, Temporary Irrigation Measures, Denver Water Trail, Precon Survey and Potholing, Titan Road Phase 1 Delay and Grading Changes, Design Change #91 – Phase 5 Storm Delay, Phase 4 Lighting Circuitry & Brookfield Lighting, NOC 118 – CalAtlantic Grading, NOC 103 – Gas Line and Waterline Grading and Erosion Control, NOC 97 Botanical Gardens Revisions, RFI #380 Pond Forebay Credit, Motor Court Thickness – Phase 3 – 6 – Thoutt Bros, Titan Road East End Sub Ex, and Phase 8 Pavement Section Reconciliation for an Increase in Budgeted Amount of \$1,731,553.80 (enclosed)
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- J. Review and Consider Approval of Non-Exclusive Easement Agreements between Lumiere Fiber, LLC and the CAB for Portions of the Following Tracts in Sterling Ranch Filing No. 1 (enclosures):

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|-------------|-------------|------------|
| 1. Tract D1 | 3. Tract FF | 5. Tract K |
| 2. Tract E  | 4. Tract H1 |            |
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- K. Review and Consider Approval of Hosting and Data Security Agreement by and between Lumiere Fiber, LLC and the CAB (to be distributed)

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- L. Review and Consider Adoption of Sterling Ranch Community Authority Board Privacy Policy-Water Usage Data / Related to the Provisioning of Water Meter Data via the Internet (enclosed)

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- M. Review and Consider Approval of Temporary Construction Easement Agreements (Titan/Roxborough Road Improvements) between the CAB and the Following Entities (enclosures):

1. Sterling Ranch, LLC
2. Sterling Ranch Too, LLC
3. Chatfield South, LLC
4. Columbine-Lakewood Colorado Soccer Association

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- N. Review and Consider Approval of Shared Driveway Agreement between the CAB and Lennar Colorado LLC (enclosed)

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- O. Acknowledge Supplemental Declaration of Covenants, Conditions and Restrictions for Elements at Providence Village (enclosed)

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- P. Discuss Lot Line Adjustment Relative to Sterling Ranch Filing No. 1, 5<sup>th</sup> Amendment / Authorize Any Necessary Actions Required in Connection Therewith

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- Q. Review and Consider Approval of Waiver of Conflict of Interest – Consultation, Disclosure, Informed Consent Regarding Representation by Brownstein Hyatt Farber Schreck, LLP of the CAB, Dominion Water and Sanitation District, Sterling Ranch, LLC, and Sterling Ranch Development Company (enclosed)

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7. EXECUTIVE SESSION, IF NECESSARY

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8. FINANCIAL MATTERS

- A. Review and Consider Ratifying Approval of Claims Totaling \$1,123,764.68, Represented by Check Numbers 533, 535 through 537, 561 through 594, 601, and an EFT (enclosed)

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- B. Review and Consider Approval of Engineer's Report and Certification No. 26 in the Amount of \$3,368,813.41, Dated September 11, 2017, Submitted by Manhard Consulting, Ltd for the Period from August 1, 2017 through August 31, 2017 (enclosed)

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- C. Review and Consider Approval of Pay Application No. 26 in the Amount of \$3,368,814, Submitted by Mortenson Construction for Construction Costs during the Period from August 1, 2017 through August 31, 2017 (enclosed)

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- D. Set Dates for First and Second Readings of 2018 Draft Budget

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- E. Ratify Approval of Use of Joint Checks to Pay Contractors

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- F. Other

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9. PUBLIC COMMENTS

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10. BOARD MATTERS

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11. MANAGEMENT MATTERS / Monty Sedlak

- A. Discuss Status of Hiring an Accountant and Scope of Work for Accounting Services

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- B. Status of Acceptance by Douglas County of Infrastructure

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- C. Construction Updates

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12. ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of Minutes of the August 15, 2017 Regular Meeting, and Minutes of the August 29, 2017 Special Meeting (enclosures)
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- B. Discussion on General Manager Search
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- C. Confirm Quorum for Next Board Meeting to be Held Tuesday, October 17, 2017 at 3:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111
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- D. Other
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13. ADJOURNMENT

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Informational Items:

**NEXT SCHEDULED BOARD MEETING**  
**Tuesday, October 17, 2017 – 3:00 p.m.**  
**CliftonLarsonAllen LLP**  
**8390 E. Crescent Pkwy., Suite 500**  
**Greenwood Village, CO 80111**

**2017 REGULAR BOARD MEETING SCHEDULE REMAINING**  
**October 17, 2017**  
**November 21, 2017**  
**December 19, 2017**



**DEFERRED/PENDING ITEMS:**

1. Review and Consider Approval of Intergovernmental Agreement Regarding the Design, Construction and Maintenance of Titan Road (Traffic Signal at Roxborough Park Road) Improvement Project between the CAB and the Board of County Commissioners of Douglas County, Colorado
2. Ratify Approval of Master Service Agreement for Cleaning Services between the CAB and Schultz Janitorial, Inc.
3. FIRST AND SECOND READINGS on 2018 Draft Budget – October and November Agendas
4. Discuss 2018 Insurance Renewal Status, Insurance Schedules, and Statutory Requirement for Position Schedule Bond / Performing HOA Covenant Control (Properties sold as of 1/1/2018) / Workers Compensation Insurance
5. FIRST AND SECOND READINGS on Setting/Increasing Rates and Fees for Water / Sewer Service for 2018 – October and November Agendas