

**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, October 17, 2017 at the hour of 3:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Pkwy., 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.

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

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  
  
A.     FIRST READING on Increasing Rates and Fees for Water / Sewer Service for 2018  
  
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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. (draft enclosed)  
  
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- B. Ratify Approval 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. Discuss Status 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
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- D. Discuss Status of Construction Disbursement Agreement by and between Dominion Water & Sanitation District, the CAB, UMB Bank, n.a., and CliftonLarsonAllen LLP
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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. Discuss and Consider Approval of Voucher Program Policy for Parks Pass Program (enclosed)
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- G. Discuss and Consider Approval of Rules, Regulations and Conditions for Use of Sterling Ranch Information Center (enclosed)
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- H. Ratify Approval of First Amendment to Lease Agreement between the CAB and ARS, Inc. (enclosed)
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- I. Ratify Approval of Service Agreement between the CAB and Schultz Janitorial for Janitorial Services at the Information Center (enclosed)
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- J. Ratify Approval of First Amendment to License Agreement to Access and Enter Upon Real Property between the CAB and the Board of County Commissioners of Douglas County (enclosed)
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- K. Review and Consider Approval of a Master Service Agreement for Surveying Services for Sterling Ranch Master Community (Not Including Filing No. 1) between the CAB and Aztec Consultants, Inc. (enclosed) and the Following Related Documents:
1. Work Order No. 1 – Surveying Services for Sterling Gulch Interim Pond for an Anticipated Budget of \$106,680.00 (enclosed)
  2. Work Order No. 2 – Surveying Services for the Sterling Gulch Interim Pond and Titan Road Phase 2 GESC for an Anticipated Budget of \$20,550.00 (enclosed)
  3. Work Order No. 3 – Surveying Services for Titan Road and Roxborough Park Road for an Anticipated Budget of \$16,625.00 (enclosed)
  4. Work Order No. 4 – Surveying Services for Titan Road Phase 2 for an Anticipated Budget of \$45,440.00 (enclosed)
  5. Work Order No. 5 – Surveying Services for Sterling Ranch Filing 2 for an Anticipated Budget of \$139,645.00 (enclosed)
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- L. Review and Consider Approval of a Master Service Agreement for Environmental Engineering and Remediation Consulting Services for Sterling Ranch Master Community (Not Including Filing No. 1) between the CAB and LT Environmental, Inc. (enclosed)
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- M. Review and Consider Approval of a Master Service Agreement for Owner's Representative Engineering Services for Sterling Ranch Master Community (Not Including Filing No. 1) between the CAB and CORE Consultants, Inc. (enclosed)
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- N. Ratify Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Support for Sterling Ranch Filing No. 1 between the CAB and Redland Consulting Group:
1. Work Order No. 40 for Record Drawings for Sterling Ranch Phases 4A, 4B, 5, 6 and 7 in an Anticipated Budget of \$59,200 (enclosed)
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- O. Review and Consider Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Support for Sterling Ranch Filing No. 1 between the CAB and Redland Consulting Group:
1. Work Order No. 41 for Sterling Ranch Construction Bid Package – Filing 1, Titan Road and Roxborough Park Road for an Anticipated Budget of \$17,000 (enclosed)
  2. Work Order No. 42 for Sterling Ranch Filing 1 – Revised Water Supply Line from Roxborough Water Treatment Plant to Water Storage Tank for an Anticipated Budget of \$4,000
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- P. Review and Consider Approval of a Master Service Agreement for Master Planning and Design Support for Sterling Ranch Master Community (not including Filing No. 1) between the CAB and Redland Consulting Group (enclosed)
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- Q. Review and Consider Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Support for Sterling Ranch Master Community (not including Filing No. 1) between the CAB and Redland Consulting Group:
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1. Work Order No. 1 for Filing No. 2 for Sterling Ranch Construction Bid Package for an Anticipated Budget of \$43,000 (enclosed)
  2. Work Order No. 2 for Filing No. 2 for Sterling Ranch Construction Bid Package – Sterling Gulch for an Anticipated Budget of \$49,000 (enclosed)
  3. Work Order No. 3 for Filing No. 2 for Sterling Ranch Construction Bid Package – Titan Road Phase 3 for an Anticipated Budget of \$38,000 (enclosed)
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6. EXECUTIVE SESSION, IF NECESSARY

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7. FINANCIAL MATTERS

- A. Review and Consider Ratifying Approval of Claims Totaling \$1,445,169.27, Represented by Check Numbers 595 through 600, 602 through 622, and EFT (enclosed)
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- B. Review and Consider Approval of Engineer's Report and Certification No. 27 in the Amount of \$\_\_\_\_\_, Dated \_\_\_\_\_, 2017, Submitted by Manhard Consulting, Ltd for the Period from September 1, 2017 through September 30, 2017 (to be distributed)
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- C. Review and Consider Approval of Pay Application No. 27 in the Amount of \$3,737,930, Submitted by Mortenson Construction for Construction Costs during the Period from September 1, 2017 through September 30, 2017 (enclosed)
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- D. 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:
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1. Change Order No. 16 for Damaged Light Pole Base-Phase 1, Class 1 Backfill-Area Drain System, Added Gate Valves RFI #326, Design Change 78-Utilities, Additional Hydromulch Native Seeded Areas, RFI #373 Utility Conflict-Flowfill, RFI 337 Motor Court K Steps, Filing 1 Concrete Infills, NOC 89 Added Bike Ramp, NOC 110-Denver Aurora Easement Crossing at Eagle River, NOC 115-Spillane Driveway Changes, Phase 8 Re-Chlorination of Waterline, Titan Rd RAB Revised Light Pole Bases, Design Change #95 Phase 3 Concrete Flatwork, and RFI #324 Additional Dry Utility Sleeve T&M for an Increase in Budgeted Amount of \$218,386.75 (enclosed)
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- E. FIRST READING on 2018 Draft Budget (to be distributed)
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- F. Other
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8. PUBLIC COMMENTS
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9. BOARD MATTERS

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10. MANAGEMENT MATTERS / Tim Mangnall

A. Status of Acceptance by Douglas County of Infrastructure

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B. Construction Updates

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C. Discuss and Consider Authorization for Tim Mangnall and/or Other to Approve and Execute Work Orders and Change Orders within the Board Approved Project Budget between the CAB and Contractors, for Ratification at Next Board Meeting

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D. Discuss and Consider Authorization for Tim Mangnall and/or Other to Engage Contractors or Vendors Who are Not Currently under Contract for an Amount Not to Exceed \$10,000 Per Month, for Ratification at Next Board Meeting

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E. Discuss Authorizing the Hiring of a Wet Utility Inspector Position for the CAB

1. Consider Approval of a Gas Card
  2. Consider Authorizing the Purchase of a Fleet Vehicle up to An Amount Not to Exceed \$50,000
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11. ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of Minutes of the September 21, 2017 Special Meeting, and Minutes of the September 21, 2017 Work Session (enclosures).
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- B. Status Update on General Manager Search
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- C. Confirm Quorum for Next Board Meeting to be Held Tuesday, November 21, 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. Discuss 2018 Insurance Renewal Status, Insurance Schedules / Performing HOA Covenant Control (Properties sold as of 1/1/2018) / Workers Compensation Insurance
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- E. Other
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12. ADJOURNMENT

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Informational Items:

**NEXT SCHEDULED BOARD MEETING**  
Tuesday, November 21, 2017 – 3:00 p.m.  
CliftonLarsonAllen LLP  
8390 E. Crescent Pkwy., Suite 500  
Greenwood Village, CO 80111

**2017 REGULAR BOARD MEETING SCHEDULE REMAINING**

**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

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2. SECOND & FINAL READING on 2018 Draft Budget – November Agenda
3. SECOND & FINAL READING on Setting/Increasing Rates and Fees for Water / Sewer Service for 2018 –November Agenda
4. November Agenda: Ratify Approval of Non-Exclusive Easement Agreements between Lumiere (enclosures):
  1. Tract D1
  2. Tract E
  3. Tract FF
  4. Tract H1
  5. Tract K
5. Ratify Approval of Hosting and Data Security Agreement by and between Lumiere Fiber, LLC and the CAB – maybe November Agenda
6. Discuss Status of Hiring an Accountant and Scope of Work for Accounting Services – November Agenda