

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, November 21, 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.

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: **November 21, 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

2. DISCLOSURE OF CONFLICTS OF INTEREST

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

4. UTILITY MATTERS

- A. SECOND READING on Increasing Rates and Fees for Water / Sewer Service for 2018 and Consider Adoption of Resolution No. 2017-11-01; Resolution of the CAB Amending its Rules and Regulations Compilation to Update and Conform the Provisions, Fees, Policies and Procedures Set Forth in these Documents (enclosed)
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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. Ratify Approval of Investment Banking Agreement between the CAB and Citigroup Global Markets Inc.
 2. FIRST READING on the Issuance of the CAB's Limited Tax Improvement Senior Bonds, Series 2017A, and its Limited Tax Improvement Subordinate Bonds, Series 2017B
 3. Discuss and Consider Approval of an Amendment by the CAB of its Resolution Approving the CAB's Taxable Subordinate Limited Revenue Promissory Note, Series 2016, in the Maximum Principal Amount of \$84,000,000, and the CAB's Taxable Subordinate Limited Service Fee Revenue Promissory Note, Series 2016, in the Maximum Principal Amount of \$21,000,000
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B. Ratify Approval of the Following Document(s) Relating to the Master Service Agreement for Construction Stormwater Compliance Services for Sterling Ranch Master Community (For Certain Limited Projects in Filing No. 1 and Future Filings) between the CAB and LT Environmental, Inc.:

1. Work Order No. 1, Filing No. 2 – TASK 1: SWMP Preparation and Permit Acquisition Assistance, TASK 2: Site Inspections, TASK 3: SWMP Modifications/Updates, Permit Administration, Meetings/Consultation, for an Anticipated Budget Amount of \$22,250 (enclosed)
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C. Review and Consider Approval of the Following Document(s) Relating to the Master Service Agreement for Geotechnical Services between the CAB and Wassenaar, Inc.:

1. Consider Approval of Work Order No. 1, Filing No. 1 – Construction Observation Services, Sterling Gulch Phases 1A, 1B, 2 and 3 for an Anticipated Budget Amount of \$97,598.00 (enclosed)
2. Consider Approval of Work Order No. 2, Filing No. 1 – Construction Observation Services, Titan Road, Phase 2 for an Anticipated Budget Amount \$103,106.00 (enclosed)
3. Consider Approval of Work Order No. 3, Filing No. 1 – Construction Observation Services, Titan Road – Roxborough Park Road, Interim Plan Set for an Anticipated Budget Amount \$30,270.00 (enclosed)

4. Consider Approval of Work Order No. 1, Filing No. 2 – Soil Testing for an Anticipated Budget Amount \$7,500.00 (enclosed)
 5. Consider Approval of Work Order No. 2, Filing No. 2 – Construction Observation Services for an Anticipated Budget Amount \$51,639.50 (enclosed)
 6. Consider Approval of Work Order No. 3, Filing No. 2 – Construction Observation Services – On-site, for an Anticipated Budget Amount \$174,541.50 (enclosed)
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D. Ratify Approval of the Following Document(s) Relating to the Master Service Agreement for Website Development and Maintenance Services between the CAB and Siemens Industry, Inc.:

1. Change Order No. 2 to Work Order No. 2, Filing No. 1 – Reducing the Cost of Phase 1C by an Amount of \$18,880.00 for a New Total of \$249,656.00 for Work Order No. 2 in Filing No. 1 (enclosed)
 2. Change Order No. 3 to Work Order No. 2, Filing No. 1 – Reducing the Cost of The Following Three Items: 1) Base Level Native Mobile Application in the amount of \$31,470.00; 2) Phase 2 in the amount of \$157,344.00; and 3) Expanded level Native Mobile Application in the amount of \$16,786, for a Total Reduction of \$205,600.00, for a New Total of \$44,056.00 for Work Order No. 2 in Filing No. 1 (enclosed)
 3. Work Order No. 18 – GIS System Training and Support for On-Going Training and Process Development/Refinement for the GeoLens GIS System for Labor Provided on Time and Material Basis at \$150 per Hour, with an Anticipated Average Weekly Labor for the Next Several Months to be 4 to 8 Hours per Week (enclosed)
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E. Review and Consider Approval of a Terms of Service Agreement for Hosting a Community Website between the CAB and Siemens Industry, Inc. (enclosed)

- F. Review and Consider Approval of Water Data Services Agreement between the CAB and Lumiere Fiber, LLC (enclosed)
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- G. Discuss and Consider Approval and/or Ratify Approval of the Following Documents Relating to the Master Service Agreement for Design Guidelines and Design Review Services Between the CAB and Woodley Architectural Group, Inc.:
1. Ratify Approval of Work Order No. 1, Filing No. 1 – Design Guideline Updates and Revisions for an Anticipated Budget Amount of \$25,000 (enclosed)
 2. Consider Approval of Change Order No. 1 to Work Order No. 1, Filing No. 1 – Design Guideline Updates and Revisions for Sterling Ranch (Prospect Village and Ascent Village) for an Increase of \$8,557.23 to the Budgeted Amount, for a New Total Budget of \$33,557.23 (enclosed)
 3. Ratify Approval of Work Order No. 2, Filing No. 1 – Architectural Master Plan Review for an Anticipated Budget Amount of \$25,000 (enclosed)
 4. Consider Approval of Change Order No. 1 to Work Order No. 2, Filing No. 1 – Architectural Master Plan Review for an Increase of \$143.55 to the Budgeted Amount, for a New Total Budget of \$25,143.55 (enclosed)
 5. Consider Approval of Work Order No. 3, Filing No. 1 – Architectural Plot Plan Review for an Anticipated Budgeted Amount of \$50,000 (enclosed)
 6. Consider Approval of Work Order No. 4, Filing No. 1 – Architectural Improvement Inspection Review for an Anticipated Budgeted Amount of \$50,000 (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 \$1,463,204.69, Represented by Check Numbers 623 through 625, 632 through 645, 662 through 669, 671 through 682, and 684 through 701 (enclosed)

- B. Review and Consider Approval of Engineer's Report and Certification No. 28 in the Amount of \$2,362,381.38, Dated November 9, 2017, Submitted by Manhard Consulting, Ltd for the Period from October 1, 2017 through October 31, 2017 (enclosed)

- C. Review and Consider Approval of Pay Application No. 28 in the Amount of \$2,381,915, Submitted by Mortenson Construction for Construction Costs during the Period from October 1, 2017 through October 31, 2017 (enclosed)

- D. FIRST READING – on Proposed 2017 Budget Amendment

- E. FIRST READING – on 2018 Draft Budget

8. PUBLIC COMMENTS

9. BOARD MATTERS

- A. Review and Consider Approval of Offer Letter for the General Manager Position / Don Rosier (enclosed)

- B. Discussion of Design Review Committee

1. Composition of Committee
2. Process of Reviews
3. Consider Appointing a Chairman

- C. Discuss Status of 48' x 60' Modular Office Currently Utilized by Mortenson Construction (enclosures)

10. MANAGEMENT MATTERS / Tim Mangnall

- A. Status of Acceptance by Douglas County of Infrastructure

- B. Construction Updates

11. ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of Minutes of the October 17, 2017 Regular Meeting, and Minutes of the October 17, 2017 Work Session (enclosures)

- B. Confirm Quorum for Next Board Meeting to be Held Tuesday, December 19, 2017 at 3:00 p.m. at the Offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111

- C. Review and Consider Approval of Adoption of Resolution No. 2017-11-___, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices (enclosed)

- D. Other

12. ADJOURNMENT

Informational Items:

NEXT SCHEDULED BOARD MEETING
Tuesday, December 19, 2017 – 3:00 p.m.
CliftonLarsonAllen LLP
8390 E. Crescent Pkwy., Suite 500
Greenwood Village, CO 80111

2017 REGULAR BOARD MEETING SCHEDULE REMAINING
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. SECOND & FINAL READING on 2018 Draft Budget – December Agenda
3. Ratify Approval of Hosting and Data Security Agreement by and between Lumiere Fiber, LLC and the CAB – maybe November Agenda
4. Discuss Prairie Conservation Plan Overview / Shawnell Corn
5. Discuss and Consider Approval of Retirement Plan Vendor
6. Discuss and Consider Approval of Rules, Regulations and Conditions for Use of Sterling Ranch Information Center