

**NOTICE OF SPECIAL MEETING**

**DOMINION WATER & SANITATION DISTRICT  
DOUGLAS COUNTY, COLORADO**

NOTICE IS HEREBY GIVEN that the Board of Directors of Dominion Water & Sanitation District, Douglas County, Colorado, will hold a special board meeting on Thursday May 17, 2018 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 District as reflected on the agenda attached, and any other matters as may come before the Board.

The meeting is open to the public.

This notice is given by order of the Board of Directors of the District.

DOMINION WATER & SANITATION DISTRICT  
DOUGLAS COUNTY, COLORADO

By: /s/ Chuck Reid  
Manager

**DOMINION WATER & SANITATION DISTRICT  
SPECIAL MEETING AGENDA OF THE DISTRICT AND  
ITS STERLING RANCH WATER ACTIVITY ENTERPRISE AND  
ITS STERLING RANCH WASTEWATER ACTIVITY ENTERPRISE**

<b>Board of Directors:</b>	<b>Term</b>
<b>Expires:</b>	
Harold R. Smethills, President	May 2020
James Yates, Treasurer	May 2022
Jeffrey Clark LaForte, Assistant Secretary	May 2022
Jack Hilbert, Assistant Secretary	May 2020
VACANT	May 2020
Chuck Reid, Secretary	N/A

**Date:** May 17, 2018 – Thursday  
**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  
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2. Disclosure of Conflicts of Interest  
\_\_\_\_\_
3. Review and Consider Approval of Agenda and Meeting Location; Appoint Acting Secretary for Meeting, If Necessary  
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4. BOARD MATTERS  
\_\_\_\_\_
5. CONSENT AGENDA (THE FOLLOWING CAN BE APPROVED WITH A SINGLE MOTION, OR PULLED FROM THE CONSENT AGENDA AND DISCUSSED SEPARATELY)
  - A. Review and Consider Approval of Claims Totaling \$\_\_\_\_\_, Represented by Check Numbers \_\_\_\_ through \_\_\_\_ (enclosed)
  - B. Review and Consider Approval of Minutes of the April 17, 2018 Work Session and April 17, 2018 Regular Meeting (enclosed)
  - C. Review and Consider Approval of Trustee Project Fund Disbursement Request No. 22 (enclosed)
  - D. Ratify Filing of 2017 Annual Report (enclosed)
  - E. Ratify Lithos Engineering Work Order No. 2 in the amount of \$5,518.00 (enclosed)
  - F. Ratify Cost-Share Agreement for Aztec with Sterling Ranch CAB (enclosed)
  - G. Ratify Pay Increases for Dominion staff effective March 1, 2018  
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6. MANAGERS REPORT (Provaznik)

- A. Administrative Matters
    - 1) Review and Discuss Monthly Report (Emailed and distributed)
    - 2) Discuss and Consider Request for additional personnel
    - 3) Update on 401-K Benefit
  - B. Customer Service Matters
  - C. Utility Matters
    - 1) Water
    - 2) Wastewater
    - 3) Other
  - D. Partnership Matters
  - E. District Leadership Matters
  - F. Renewal of office building lease
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7. LEGAL MATTERS

**DISTRICT**

- A. Authorize Release of Request for Qualifications Documents for the Willow Creek Lift Station (to be distributed)
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- B. Authorize the release of Request for Qualifications for unspecified construction projects (to be distributed)
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- C. Discuss statement of opposition from Chatfield Community, in Executive Session if necessary
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**WATER ACTIVITY ENTERPRISE**

- D. Discuss Water Supply Purchases
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- D. Other

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**WASTEWATER ACTIVITY ENTERPRISE**

- E. Other

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8. FINANCIAL MATTERS (CliftonLarsonAllen)

- A. Review and Consider Acceptance of Financial Statements through March 31, 2018 (enclosed)

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- B. Other

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9. CONSULTANT AGREEMENTS AND WORK ORDERS/ CHANGE ORDERS:

- A. Work Order Summary Sheet

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- B. Discuss and Consider Approval of the following Item Relating to the Master Service Agreement for Water Planning Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **JLD Consulting, LLC**:

- 1. Work Order 5 for Water Planning Services with a budget of \$50,00.00 (enclosed)

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- C. Discuss and Consider Approval of the following Item Relating to the Master Service Agreement for Water & Wastewater Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Acuity, LLC**:

- 1. Work Order 2 for Water & wastewater Services with a budget of \$10,000.00 (enclosed)
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- D. Discuss and Consider Approval of the Master Service Agreement for Engineering Underground Services for Utility Coordination Services Preliminary Plan 3 between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Engineering Underground**: (enclosed)

- 1. Work Order 1 for Engineering Underground Services for Utility Coordination with a budget of \$\_\_\_\_\_ (enclosed)
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- E. Discuss and Consider Approval of the Master Service Agreement for Wastewater Engineering Support and Owner’s Representative Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **FEI Engineers, Inc.**: (enclosed)

- 1. Work Order 1 for Water & wastewater Services with a budget of \$35,650.00 (enclosed)
    - 2. Work Order 2 for Water & wastewater Services with a budget of \$15,000.00 (enclosed)
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10. PUBLIC COMMENTS

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11. EXECUTIVE SESSION

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12. OTHER MATTERS:

- A. Verify Quorum for Next Regular Board Meeting, Tuesday, June 19, 2018 at 1:00 PM
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13. ADJOURNMENT:

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Informational Items:

**NEXT SCHEDULED BOARD MEETING**

**Tuesday, June 19, 2018 – 1:00 p.m.**

**CliftonLarsonAllen LLP, 8390 E Crescent Parkway, Suite 500**

**Greenwood Village, CO 80111**

**2018 REGULAR BOARD MEETING SCHEDULE REMAINING**

**July 17, 2018**

**August 21, 2018 / September 18, 2018**

**October 16, 2018 / November 20, 2018**

**December 18, 2018**

**DEFERRED/PENDING ITEMS:**