

**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 19, 2018 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:**

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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:** June 19, 2018 - 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

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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. PUBLIC COMMENTS

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5. UTILITY MATTERS

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6. LEGAL MATTERS

- A. Review and Consider Approval and/or Ratifying Approval of the Following Document(s) Relating to the Master Service Agreement for Master Planning and Design Services for Sterling Ranch Master Community (Certain Limited Projects in Filing No. 1 and Future Filings) Between the CAB and Redland Consulting Group, Inc.:

1. Ratify Approval of Work Order No. 4, Filing No. 4C, for Denver Water and Aurora Water Conduit Crossings in Sterling Ranch Filing 4C, for an Anticipated Budget Amount of \$15,120 (enclosed)
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- B. Review and Consider Approval and/or Ratifying Approval of the Following Document(s) Relating to 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. Approval of Change Order No. 4 to Work Order No. 1, Filing No. 3, for \_\_\_\_\_, for a Reduction in the Budgeted Amount of \$65,000 (to be distributed)
  2. Approval of Change Order No. 2 to Work Order No. 2, Filing No. 3, for Removal of Sterling Ranch-Titan Road and Roxborough Design to Filing No. 2, for a Decrease of Budgeted Amount of \$150,000 (enclosed)
  3. Approval of Work Order No. 7, Filing No. 2, for Sterling Ranch-Titan Road and Roxborough Design, for an Anticipated Budget Amount of \$150,000 (enclosed)
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- C. Review and Consider Approval and/or Ratify Approval of the Following Documents Relating to the Master Service Agreement for Civil Engineering between the CAB and Atwell LLC:

1. Ratify Approval of Work Order No. 3, Filing No. 4, for Townhomes Site, for an Anticipated Budget Amount of \$63,000 (enclosed)
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- D. Ratify approval of License Agreement to Access and Enter Upon Real Property between the CAB and the Board of County Commissioners of the County of Douglas, State of Colorado ("License Agreement")

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- E. Ratify approval of Sterling Ranch Titan Road Phase 2 Opinion of Probable Cost, Exhibit B – Phase 7B (part of Amendment No. 4 to the Subdivision Improvements Agreement/Intergovernmental Agreement for Sterling Ranch Filing No. 1)

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- F. Ratify approval of Exhibit A ("Sterling Ranch Filing No. 1 – Landscape Improvements in Right-of-Way" ) to the Landscape License Agreement between the CAB and Sterling Ranch, LLC

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- G. Ratify Request by Mortenson Construction to Release Final Retainage

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- H. FIRST READING – Discuss Establishing Water and Sewer Rates for Commercial Usage / Consider Amendment to Rate Study

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- I. Review and Consider Approval of a Master Service Agreement for Fence Repair and Installation between the CAB and Custom Fence & Supply, Inc.; Consider the approval of the Following Documents Relating to the Master Service Agreement: (enclosed)

1. Work Order No. 1 for Tear out and Replacement of Concrete Fence and Install 3-Rail Concrete Fence for an Anticipated Budget Amount of \$12,000 (enclosed)

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J. Review and Consider Approval of the Following Documents Relating to the Landscaping Contract between the CAB and BrightView Landscape Development:

1. Change Order No. 1, Filing No. 1, for Reimbursement of Hydrant Meter Reading Payments for January 2018 and February 2018, and 4 Additional Pet Stations, for an Increase in Budgeted Amount of \$3,711.03 (enclosed)
  2. Change Order No. 2, Filing No. 1 and Titan & Moore Roads, for Reimbursement of Hydrant Meter Reading Payments, for an Increase in Budgeted Amount of \$336.15 (enclosed)
  3. Change Order No. 3, Filing No. 1, for Signage Revisions, for a Reduction in Budgeted Amount of (\$2,225.00) (enclosed)
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K. Review and Consider Approval of Proposal from Dewberry for Denver Water and Aurora Water Conduit Crossings in Sterling Ranch Filing 4C Analysis and Recommendations of Utility Installations and Roadway Crossings (enclosed)

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L. Review and Consider Approval of the Following Document(s) Relating to the Utilities Contract between the CAB and Iron Woman Construction & Environmental Services, LLC:

1. Change Order No. 1, Filing No. 2, for 42" Temp CMP for Eagle River Crossing for an Increase in Budgeted Amount of \$14,143.13 (enclosed)
  2. Change Order No. 2, Filing No. 2, for Removal of Traffic Control from Contract, Removal of 3 Soil Rip Rap Berms, and Add Void Filled Rip Rap Materials to Riffle Structures, for an Increase in Budgeted Amount of \$22,573.85 (enclosed)
  3. Change Order No. 3, Filing No. 2, for Redesign of Low Water Crossings and Add Steel Casing in Lieu of Concrete Encasement at Eagle River Road, for an Increase in Budgeted Amount of \$178,457.50 (enclosed)
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M. Review and Consider Approval of First Amendment to Tap and Facilities Fee Agreement between the CAB and CalAtlantic Group, Inc. (enclosed)

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- N. Review and Consider Approval and/or Ratify Approval of the Following Document(s) Relating to the Erosion Control Contract between the CAB and Total Property, Inc.:

1. Approval of Change Order No. 2, Filing No. 2, for Installation of Additional Fence as Needed at Stockton Property for Grading, for an Increase in Budgeted Amount of \$4,718.15 (enclosed)

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- O. Discuss and consent to Lot Line Adjustment of Tract 23 A and Tract M-1, Sterling Ranch Filing No. 1, 5<sup>th</sup> Amendment, and authorize execution of Lot Line Adjustment Certificate (enclosed)

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- P. Review and Consider approval of Quitclaim Deed conveying the CAB's interest in Lot 23 A to Richmond American Homes of Colorado, Inc. (enclosed)

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- Q. Review and Consider adoption of Second Amended and Restated Resolution Regarding Colorado Open Records Act Requests (enclosed)

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- R. Ratify approval of Sales and License Agreement between the CAB and American Data Group, Inc. (enclosed)

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- S. Ratify approval of Intergovernmental Agreement Regarding the Design, Construction and Maintenance of Titan Road (Intersection Improvements at Roxborough Park Road) Improvement Project between the CAB and the Board of County Commissioners of Douglas County, Colorado (enclosed)
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7. FINANCIAL MATTERS

- A. Review and Consider Ratifying Approval of Claims Totaling \$1,773,058.96, Represented by Check Numbers 892 through 898, 937 through 940, 947 through 983, and an EFT (enclosed)
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- B. Review and Consider Approval of Cost Certification No. 4 for Filing No. 2 for Sterling Gulch Improvements, Titan & Roxborough Road, and Titan & Moore Road, in the Amount of \$1,162,934.63, Dated June 7, 2018, for the Period of May, 2018, Submitted by CORE Consultants, Inc. for the Following Pay Applications (enclosed):

1. Review and Consider Approval of Pay Application No. 4 for R.E. Monks Construction Company, LLC in the Amount of \$523,114.13 for the Period Ending May 25, 2018 (enclosed)
  2. Review and Consider Approval of Pay Application No. 2 for Iron Woman Construction & Environmental Services, LLC in the Amount of \$550,971.95 for the Period Ending May 24, 2018 (enclosed)
  3. Review and Consider Approval of Pay Application No. 2 for Total Property Inc. in the Amount of \$88,848.55 for the Period Ending May 21, 2018 (enclosed)
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- C. Review and Consider Approval of Cost Certification No. 4 for BrightView Landscape Development for Filing #1, Off-Site Water & Wastewater, Titan Lift Station & Force Main, Tank & Connection to Roxborough WWTP in Filing No. 1 in the Amount of \$512,681, Dated May 29, 2018, Submitted by Manhard Consulting, Ltd for the Period of May 1, 2018 through May 31, 2018, and the Following Pay Application (enclosed):

1. Review and Consider Approval of Pay Application No. 4 in the Amount of \$512,681, Dated May 21, 2018, Submitted by BrightView Landscape Development for the Period from May 1, 2018 through May 31, 2018 (enclosed)
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- D. FIRST READING on Proposed 2017 Budget Amendment (enclosed)
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- E. Review and Consider approval of 2017 Audit (subject to July, 2018 adoption of 2017 Budget Amendment), and authorize execution of Representation Letter (audit enclosed)

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8. BOARD MATTERS

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9. CONSTRUCTION MATTERS / Tim Mangnall

- A. Status of Acceptance by Douglas County of Infrastructure

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- B. Construction Updates

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10. MANAGEMENT MATTERS / Don Rosier

- A. ADG Billing System and Capturing of Water Data

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- B. Capital Consultants Management Corporation ("CCMC")

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11. ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of Minutes of the May 8, 2018 Work Session and Minutes of the May 17, 2018 Special Meeting (enclosures)

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- B. Confirm Quorum for Next Board Meeting to be Held Tuesday, July 17, 2018 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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- C. Other
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12. EXECUTIVE SESSION, IF NECESSARY

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13. ADJOURNMENT

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**NEXT SCHEDULED BOARD MEETING**

**Tuesday, July 17, 2018 – 3:00 p.m.**

**CliftonLarsonAllen LLP**

**8390 E. Crescent Pkwy., Suite 500**

**Greenwood Village, CO 80111**

**2018 REGULAR BOARD MEETING SCHEDULE**

**July 17, 2018**

**August 21, 2018**

**September 18, 2018**

**October 16, 2018**

**November 20, 2018**

**December 18, 2018**

**DEFERRED/PENDING ITEMS:**

1. Discuss Prairie Conservation Plan Overview / Don Rosier
2. Discuss and Consider Approval of Rules, Regulations and Conditions for Use of Sterling Ranch Information Center
3. Review and Consider Approval of Service Agreement for Landscape Master Plan Design and Entitlements between the CAB and PCS Group, Inc.
4. For July's meeting: SECOND READING: Conduct Public Hearing to Consider Amending 2017 Budget; Consider Adoption of Resolution No. 2018-07-\_\_\_, Resolution Amending 2017 Budget (enclosed)
5. FIRST READING - Review and Consider Adoption of Rules & Regulations