

**NOTICE OF REGULAR 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 regular board meeting on October 16, 2018 at the hour of 1:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E Crescent Parkway, Suite 250, 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  
REGULAR 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 Expires:</b>
Harold R. Smethills, President	May 2020
James Yates, Treasurer	May 2022
Jack Hilbert, Assistant Secretary	May 2020
John Ostermiller, Assistant Secretary	May 2020
Jeffrey LaForte, Assistant Secretary	May 2020
Chuck Reid, Secretary	N/A

**Date:** October 16, 2018 – Tuesday  
**Time:** 1:00 pm  
**Location:** CliftonLarsonAllen, LLP  
8390 E. Crescent Parkway, Suite 250  
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 CONSIDER APPROVAL OF AGENDA AND MEETING LOCATION; APPOINT ACTING SECRETARY FOR MEETING, IF NECESSARY

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4. BOARD MATTERS

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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 \$1,158,913.40 represented by check numbers 1205 and 1314 through 1353 (enclosed)

- B. Review and consider approval of minutes of the August 21, 2018 special meeting, September 5, 2018 special meeting, and the minutes for September 20, 2018 work session and the minutes of the September 20, 2018 regular meeting (to be distributed)
  - C. Review and consider approval of Trustee Project Fund Disbursement Request No. 27 (enclosed)
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6. MANAGER'S REPORT (PROVAZNIK)

- A. Administrative Matters
  - B. Customer Service
  - C. Utility Matters
    - 1) Water
    - 2) Wastewater
    - 3) Other
  - D. Partnership Matters
    - 1) Aurora 250 IGA update
  - E. District Leadership Matters
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7. LEGAL MATTERS

**A. DISTRICT**

- 1. Review and consider approval and ratification of Subdivision Improvements Agreement and Intergovernmental Agreement for Sterling Ranch Filing No. 4B, between Sterling Ranch Development Company, the Sterling Ranch Community Authority Board, Dominion Water & Sanitation District, and the Board of County Commissioners of the County of Douglas (to be distributed)
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- 2. Review and consider approval and ratification of Subdivision Improvements Agreement and Intergovernmental Agreement for Sterling Ranch Filing No. 4C, between Sterling Ranch Development Company, the Sterling Ranch Community Authority Board, Dominion Water & Sanitation District, and the Board of County Commissioners of the County of Douglas (to be distributed)
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**B. WATER ACTIVITY ENTERPRISE**

1. Discuss water supply purchases

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2. Consider approval of First Amendment to Castle Rock Wheeling Agreement (to be distributed)

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3. Ratify Notice to Proceed – Phase 2- Second Amendment to Contract – Work Package A for Eastern Regional Pipeline Project by Reynolds Construction, LLC (enclosed)

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4. Ratify the following Change Orders relating to Design-Build Agreement for Water and Wastewater Projects between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Reynolds Construction, LLC**

- a. Change Order No. 001A to Eliminate Change Order 001 “Purchase of Steel Coil for 30” Pipeline – (Phase 2 Construction) as cost is included in Contract Price Amendment for Work Package A (enclosed)
- b. Change Order No. 002A to Eliminate Change Order 002 “Purchase Ductile Iron Pipe for Work Package A – (Phase 2 Construction) as cost is included in Contract Price Amendment for Work Package A (enclosed)
- c. Change Order No. 003CR to modify the design and construction of CRW infrastructure (enclosed)
- d. Change Order No. 004 to balance steel coil authorized by CO 001 and subsequently ordered, that was not included in the Contract Price Agreement for Work Package A. This coil will be utilized in Work Package B (enclosed)

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5. Discuss and approve Eastern Regional Pipeline Project easements

- a. Owner Lambert Ranch Association, Inc. [8] on map (to be distributed)
  - b. Owner Tina & Vernon Rowe [7] on map (to be distributed)
  - c. Owner Pamela Packer [5] on map (to be distributed)
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**C. WASTEWATER ACTIVITY ENTERPRISE**

1. Discuss and approve Chatfield Basin Water Reclamation Facility maintenance agreement

- a. Atkinson-Noland & Associates October 5, 2018 proposal with a budget of \$21,000 (enclosed)
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8. FINANCIAL MATTERS

A. Discuss and approve 2019 budget (enclosed)

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B. Discuss preliminary 2019 service rates and tap fee adjustments

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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 Work Order relating to the Master Service Agreement for water resources – related planning between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Element**

- i. Work Order No. 8 for water resources planning support with a budget of \$30,000 (enclosed)
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- C. Discuss and consider approval of the following Work Order relating to the Master Service Agreement for water and wastewater services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Acuity**

- i. Work Order No. 5 for Thunderbird Water and Sanitation treated water pipeline and miscellaneous engineering support through December 31, 2018 with a budget of \$40,000 (enclosed)
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- D. Discuss and consider approval of the following Work Order relating to Master Service Agreement for wastewater system planning between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Carollo Engineers, Inc.**

- i. Work Order no. 1 for wastewater system master planning with a budget of \$30,000
- ii. Exhibit 1 on Work Order 1, for Cost Sharing between the District and Sterling Ranch CAB for wastewater system master planning with a budget of \$15,000 (enclosed)
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- E. Discuss and consider approval of the following Work Order relating to Master Service Agreement for professional engineering services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Tetra Tech**

- i. Work Order no. 5 for ongoing engineering assistance and serve as an advisory role on wastewater related projects with a budget of \$31,000 (enclosed)
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F. Discuss and consider approval of the following Change Orders relating to Master Service Agreement for water resource engineering and planning between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Leonard Rice Engineers, Inc.**

- i. Change Order No. 1 to Work Order No. 18 for Project Administration and General Consultation with an original budget of \$30,000 and a new budget of \$36,000 (enclosed)
- ii. Change Order No. 2 to Work Order No. 22 for Water Acquisitions with an original budget of \$18,000 and a new budget of \$38,000 (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, Thursday, November 15, 2018 at 12:00 PM

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13. ADJOURNMENT

**NEXT SCHEDULED BOARD MEETING**  
**Thursday, November 15, 2018 – 12:00 p.m.**  
**CliftonLarsonAllen LLP, 8390 E Crescent Parkway, Suite 250**  
**(Conference room on second floor)**  
**Greenwood Village, CO 80111**

**2018 REGULAR MEETING SCHEDULE**

December 18, 2018

**2019 REGULAR BOARD MEETING SCHEDULE**

January 15, 2019, February 19, 2019, March 19, 2019,  
April 16, 2019, May 21, 2019, June 18, 2019, July 16, 2019,  
August 20, 2019, September 17, 2019, October 15, 2019,  
November 19, 2019, December 17, 2019

**DEFERRED/PENDING ITEMS:**