

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 February 19, 2019 at

the hour of 1:00 p.m. at the Sterling Ranch Civic Center,

8155 Piney River Avenue, Suite 2100, Littleton, CO 80125.

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/ Mary Kay Provaznik
General 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**

Board of Directors:	Term Expires:
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 2022
Tiffany Ramaekers, Secretary	N/A

Date: February 19, 2019 – Tuesday
Time: 1:00 pm
Location: Sterling Ranch Civic Center
8155 Piney River Avenue, Suite 2100
Littleton, CO 80125

1. CALL TO ORDER / DECLARATION OF QUORUM

2. DISCLOSURE OF CONFLICTS OF INTEREST

3. REVIEW AND CONSIDER APPROVAL OF AGENDA AND MEETING LOCATION; APPOINT ACTING SECRETARY FOR MEETING, IF NECESSARY

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 \$2,336,573.29 represented by check numbers 1010 through 11014; and 2100 through 2140 (enclosed)
- B. Review and consider approval of Draw Request Nos. 4 & 5 (enclosed)
- C. Review and consider approval of December 31, 2018 Financial Statements (enclosed)

- D. Review and consider approval of minutes of the December 18, 2018 special meeting and minutes of the January 7, 2019 special meeting (enclosed)
- E. Ratify Eastern Regional Pipeline Project easement acquisitions for properties:
 - i. Mueller/ Chase Easement
 - ii. Plum Creek Water Reclamation Authority Board easement
 - iii. The Keep Wetlands, LLC
 - iv. Ice Tong Land & Cattle Company

6. **MANAGER’S REPORT (PROVAZNIK)**

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

A. DISTRICT

1. Consider adoption of Resolution No. 2019-02-01, Resolution of the Board of Directors of Dominion Water & Sanitation District Congratulating Mary Kay Provaznik on the Adoption of Her Son (to be distributed)

2. Discuss change of location and date and time for District work session and regular board meetings. Consider adoption of Resolution No. 2019-02-02, Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 72-Hour and 24-Hour Notices (enclosed)

3. Discuss and consider approval of Cost Share Agreement between Dominion Water & Sanitation District, acting in its capacity as a Water Activity Enterprise, and Thunderbird Water and Sanitation District for feasibility analysis (enclosed)

B. WATER ACTIVITY ENTERPRISE

1. Discuss water supply purchases

2. Discuss and approve Assignment of WISE Partnership Interest between Stonegate Village Metropolitan District Water Activity Enterprise and Dominion Water & Sanitation District, acting in its capacity as a Water Activity Enterprise (enclosed)

3. Discuss and approve Tri-Party Agreement regarding Cherokee Ranch & Cattle Foundation Rights between the Town of Castle Rock Water Enterprise, Dominion Water & Sanitation District, acting in its capacity as a Water Activity Enterprise and the Cherokee Ranch & Castle Foundation (enclosed)

4. Consider approval of First Amendment to the Intergovernmental Agreement for water service between Dominion Water & Sanitation District, acting in its capacity as a water activity enterprise, and the Town of Castle Rock, acting through the Town of Castle Rock Enterprise (to be distributed)

5. Discuss and consider approval of Contract Price Amendment (Eastern Regional Pipeline Project) between the District and Reynolds Construction, LLC (Work Package C) (to be distributed)

6. Discuss and consider approval of Third Contract Price Amendment (Eastern Regional Pipeline Project) between the District and Reynolds Construction, LLC (Work Package B-1) upon completion of the license agreement with Castle Rock Development Company (CRDC) and acceptance of price proposal from Reynolds Construction (to be distributed)
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7. Review and consider approval of Agreement Regarding Licenses/ Easements by and among Castle Rock Development Company, the District, and the Town of Castle Rock (to be distributed)
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8. Review and consider approval of Escrow Agreement by and between the Town of Castle Rock, the District, and First American Title Insurance Company (enclosed)
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9. Review and consider adoption of Resolution No. 2019-02-___, Resolution of the Board of Directors of Dominion Water & Sanitation District Appropriating, Encumbering and Committing Funds for the Eastern Regional Pipeline Project a/k/a Castle Rock Pipeline Project / Work Package B1 (to be distributed).
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10. Review and consider adoption of Resolution No. 2019-02-___, Resolution of the Board of Directors of Dominion Water & Sanitation District Appropriating, Encumbering and Committing Funds for the Eastern Regional Pipeline Project a/k/a Castle Rock Pipeline Project / Work Package C (to be distributed)
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11. Discuss status of Eastern Regional Pipeline Project easement acquisitions. Adjourn to Executive Session, if Necessary
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12. Discuss and consider approval of Possession of Use Agreement between the District, acting by and through Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and certain property owners
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C. WASTEWATER ACTIVITY ENTERPRISE

1. Discuss and consider approval of proposal Guaranteed Maximum Price (GMP) terms to be incorporated into the existing exhibit to the Willow Creek Lift Station Design Build Agreement for Water and Wastewater Projects between the District and The Whiting-Turner Contracting Company (to be distributed)
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8. FINANCIAL MATTERS

- A. Review and consider approval of the Financial Services Agreement between the District, acting by and through Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and **PiperJaffray & Co.** (enclosed)
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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 Resource Engineering and Planning between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Leonard Rice Engineering:**

1. Work Order No. 24 for Rainwater Field Maintenance and Data Collection and Annual Report with a budget of \$20,000 (enclosed)
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C. Discuss and consider approval of the following Work Order relating to the Master Service Agreement for Wastewater Engineering Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Burns & McDonnell Engineering Company, Inc.:**

1. Work Order No. 3 for Roxborough Water & Sanitation Conveyance Capacity Proposal with a budget of \$45,700 (enclosed)
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D. Discuss and consider approval of the following Work Order relating to the Master Service Agreement for On-Call Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Carollo Engineers, Inc.:**

1. Work Order No. 3 for Wastewater Master Routing Plan with a budget of \$92,000 (enclosed)
 2. Exhibit 1 to Work Order No. 3, for Cost Share between the District and Sterling Ranch CAB for Wastewater Master Routing Plan with a budget of \$46,000 (enclosed)
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E. Ratify approval of the Termination of Master Service Agreement for Wastewater Support Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and **FEI Engineers, Inc.**

- F. Ratify approval of the Master Service Agreement for Wastewater Engineering Support Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, and **Alan Plummer and Associates, Inc.**
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10. PUBLIC COMMENTS

11. EXECUTIVE SESSION

12. OTHER MATTERS

- A. Verify quorum for next regular board meeting, Tuesday, March 19, 2019 at 1:00 PM
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13. ADJOURNMENT

NEXT SCHEDULED BOARD MEETING

Tuesday, March 19, 2019 – 1:00 p.m.

Dominion Water & Sanitation District, 9250 E. Costilla Ave

Conference room on second floor

Greenwood Village, CO 80112

2019 REGULAR BOARD MEETING SCHEDULE

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