

NOTICE OF SPECIAL 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 special meeting on Wednesday, April 17, 2019 at the hour of 12:00 p.m. at the Sterling Ranch Civic Center, Siemens 2nd Floor Conference Room, 8155 Piney River Avenue, Suite 2100, Littleton, CO 80125. 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"
SPECIAL MEETING AGENDA

Board of Directors:

Term Expires:

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|--|-------------------|
| James Yates, President (representing Sterling Ranch Colorado MD No. 2) | January 15, 2023 |
| Harold R. Smethills, Jr., Vice President (representing Sterling Ranch Colorado MD No. 1) | January 15, 2020 |
| Diane H. Smethills, Treas./Asst. Sec. (representing Sterling Ranch Colorado MD Nos. 3-7) | January 15, 2020 |
| David Little, Assistant Secretary (representing Sterling Ranch Colorado MD No. 1) | November 20, 2022 |
| Darrell J. Schulte, Assistant Secretary (representing Sterling Ranch Colorado MD No. 1) | January 15, 2023 |
| Denise Denslow, Secretary | N/A |
| 6 VACANCIES | |

Date: April 17, 2019 - Wednesday
Time: 12:00 p.m. to 5:00 p.m.
Location: Sterling Ranch Civic Center
Siemens 2nd Floor Conference Room
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 APPROVE AGENDA AND MEETING LOCATION; APPOINT ACTING SECRETARY FOR MEETING, IF NECESSARY

4. PUBLIC COMMENTS

5. CAB MANAGEMENT MATTERS
 - A. General Manager Updates
 1. Operations Report / Questions & Answers (enclosed)
 2. Town Hall Update
 3. Sterling Center Information & Greeting Plan
 4. April/May Forward-Looking_____

6. CAB CONSTRUCTION MATTERS

- A. Director of Construction
 - 1. Construction Update

- B. Rec Center Update
 - 1. Schedule Update

7. CAB ACCOUNTING

- A. Review Budget vs. Actual; WO & CO Summary; Construction Contract Summary (to be distributed)

- B. Approve the Work Orders and Change Orders (see Consent Items at end of Agenda)

- C. Review and Consider Approval of Reimbursement Agreement between the CAB and AT&T Corp. for Relocation of Cable within Easement Area for an Amount of \$490,560.00 (less \$6,000.000 that was already paid) (enclosed)

- D. Review and Consider Ratifying Approval of Claims (February 2019 through March 2019) in the Amount of \$6,832,578.71, Represented by Check Numbers 1332 through 1343, 1346 through 1354, 1600 through 1790, ACHs, and EFTs (enclosed)

8. CAB FINANCE MATTERS

9. CAB LEGAL MATTERS

- A. Review and Consider Ratifying Approval of First Amendment to Subdivision Improvements Agreement and Intergovernmental Agreement for Sterling Ranch Filing No. 2 by and between Sterling Ranch Development Company, the Sterling Ranch Community Authority Board, and the Board of County Commissioners of the County of Douglas (enclosed)
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- B. Review and Consider Approval of Cost Share Agreement between CAB and Dominion Water & Sanitation District for Element Water Consulting – WO #9 (enclosed)
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- C. Ratify Approval of End User Agreement and Terms of Use between the CAB and Copper Labs, Inc. (enclosed)
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- D. Review and Consider Approval of Master Service Agreement for Cost Verification Services between the CAB and Schedio Group LLC (enclosed)
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- E. Review and Consider Ratifying Approval of Installation Contracts (for equipment and labor) between the CAB and Valhalla Integration, LLC (enclosed)
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- F. Review and Consider Approval of a Contract and Notice to Proceed with MW Golden Constructors for the Filing 2 Providence Village Recreation Center in the Amount of \$2,743,553 (enclosed)
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10. CAB BUSINESS CONSIDERATIONS

- A. Approve Revised UrBike Proposal (enclosed)

- B. Discuss the Implementation of DocuSign for Contractors and Others

- C. Approve the Proposal from Essentia Web Works for Website Design & Development Project and Website Hosting (enclosed)

- D. Approve the 2018 Water Quality Report and Publish to Residence (enclosed)

- E. Review and Consider Proposal to Chatfield State Park for Special Use Permit and Access to Private SR Beach (to be distributed)

- F. Approve the Formation of CAB Committees (to be distributed):

1. Construction (Director Yates, Director Little, and Tom Martinez)
2. Finance (Director Harold Smethills, Director Schulte, Brian Peterson, and Ben Both)
3. Resident Experience (Director Diane Smethills, Randy Pye, and Tom Martinez)

- G. Approve the "Typical" Landscape Program for Builders, Including Designs and Fee Structure (to be distributed & presented by Heather Calme)

- H. Approve Codifier Proposal for Municode (enclosed)

- I. Review and Consider Recommendation to Cure Outstanding Hose Bib Water Meter Situation in Providence Village, Specifically Those Homes with Finished Basements (to be distributed)

- J. Review and Consider Approving Proposal from EUA for the CAB's Portion of the Sterling Ranch TV Wall for an Amount of \$45,018.58 (enclosed)

11. CAB BOARD / ADMINISTRATIVE MATTERS

- A. Review and Consider Approval of the Minutes of the March 19, 2019 Special Meeting Minutes, the Meeting Minutes of the March 20, 2019 Work Session, the Minutes of the March 20, 2019 Continued Special Meeting, and the Minutes of the March 29, 2019 Continued Special Meeting (enclosures)

- B. Review and Consider Adoption of Resolution No. 2019-04-__ Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices (enclosed)

- C. Confirm Quorum for Next Board Meeting to be Held Wednesday, May 15, 2019 at 12:00 p.m. at the Sterling Ranch Civic Center, Siemens 2nd Floor Conference Room, 8155 Piney River Avenue, Suite 2100, Littleton, CO 80125 / Confirm to Move to SR Offices

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- D. Sign and Execute Approved Documents
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12. EXECUTIVE SESSION, IF NECESSARY

13. ADJOURNMENT

NEXT SCHEDULED BOARD MEETING
Wednesday, May 15, 2019 – 12:00 p.m.

REGULAR MEETINGS ARE HELD AT 12:00 P.M. AT:
Sterling Ranch Civic Center
Siemens 2nd Floor Conference Room
8155 Piney River Avenue, Suite 2100
Littleton, CO 80125

2019 Meeting Calendar

3rd Wednesday of Every Month

| January | | | | | | |
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| December | | | | | | |
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CONSENT ITEMS

Work Orders and Change Orders:

1. A.G. Wassenaar, Inc. – Filing No. 4C – Work Order No. 6 - \$92,320.00 (enclosed)
2. A.G. Wassenaar, Inc. – Filing No. 4C – Work Order No. 7 - \$161,435.50 (enclosed)
3. A.G. Wassenaar, Inc. – Filing No. 4 – Work Order No. 8 - \$27,457.50 (enclosed)
4. Atwell LLC – Filing No. 1 – Change Order No. 1 to Work Order No. 1 – Increase of \$7,778.00 (enclosed)
5. Atwell LLC – Filing No. 4A – Change Order No. 2 to Work Order No. 2 – Increase of \$6,452 (enclosed)
6. Aztec Consultants, Inc. – Filing No. 4A – Change Order No. 2 to Work Order No. 11 – Increase of \$1,170.00 (enclosed)
7. Brightview Landscape Development Inc. – Filing No. 2 – Change Order No. 7 - \$3,162.64 (enclosed)
8. Brightview Landscape Development Inc. – Filing No. 2 – Change Order No. 8 - \$975.00 (enclosed)
9. Brightview Landscape Development Inc. – Filing No. 1 – Change Order No. 105 - \$16,895.00 (enclosed)
10. CORE Consultants, Inc. – Filing No. 1 – Change Order No. 1 to Work Order No. 3 – Increase of \$1,500.00 (enclosed)
11. CORE Consultants, Inc. – Filing No. 2 – Change Order No. 2 to Work Order No. 1 – Increase of \$50,000.00 (enclosed)
12. CORE Consultants, Inc. – Filing No. 2 – Change Order No. 1 to Work Order No. 4 – Increase of \$2,500.00 (enclosed)
13. CORE Consultants, Inc. – Filing No. 2 – Change Order No. 2 to Work Order No. 5 – Increase of \$10,000.00 (enclosed)
14. JBS Pipeline Contractors – Filing No. 4A – Change Order No. 01A - \$13,682.94 (enclosed)
15. LT Environmental, Inc. – Filing No. 2 – Work Order No. 3 - \$1,725.00 (enclosed)
16. LT Environmental, Inc. – Filing No. 4B – Work Order No. 1 - \$6,900.00 (enclosed)
17. LT Environmental, Inc. – Filing No. 4C – Work Order No. 1 - \$6,900.00 (enclosed)
18. Martin Marietta Materials, Inc. – Filing No. 2 – Change Order No. 15 - \$16,614.05 (enclosed)
19. Redland Consulting Group – Filing No. 1 – Various Work Orders – Reduction of (\$14,150.00) (enclosed)
20. Redland Consulting Group – Filing No. 1 – Change Order No. 1 to Work Order No. 44 – Increase of \$1,500.00 (enclosed)

21. Redland Consulting Group – Filing No. 1 – Change Order No. 45 - \$3,000.00 (enclosed)
22. Redland Consulting Group – Filing No. 2 – Work Order No. 8 - \$10,000 (enclosed)
23. Redland Consulting Group – Filing No. 4A – Work Order No. 22 - \$7,500.00 (enclosed)
24. Redland Consulting Group – Filing No. 5 – Work Order No. 2 - \$25,000.00 (enclosed)
25. Siemens Industry Inc. – Filing No. 1 – Work Order No. 31 - \$763.20 (enclosed)
26. Total Property, Inc. – Filing No. General – Work Order No. 2 - \$50,000.00 (enclosed)
27. CORE Consultants, Inc. – Filing No. 2 - Cost Certification No. 14 - (March 2019) \$278,951.51 (enclosed)
 - a. Brightview Landscape Development, Inc. - Filing No. 2 - Pay Application No. 5 (March 2019) - \$87,826.73 (included with Cost Cert)
 - b. Iron Woman Construction and Environmental Services, LLC - Filing No. 2 - Pay Application No. 12 (March 2019) - \$101,882.75 (included with Cost Cert)
 - c. Martin Marietta Materials, Inc. – Filing No. 2 – Pay Application No. 8 (March 2019) - \$52,738.30 (included with Cost Cert)
 - d. R.E. Monks Construction Company, LLC – Filing No. 2 – Pay Application No. 14 (March 2019) - \$20,743.73 (included with Cost Cert)
 - e. Siemens Industry, Inc. – Filing No. 2 – Pay Application No. 2 (March 2019) - \$15,760.00 (included with Cost Cert)
28. CORE Consultants, Inc. – Filing No. 4 (4A, 4B and 4C) - Cost Certification No. 5 (March 2019) - \$89,024.17 (enclosed)
 - a. R.E. Monks – Filing No. 4 (4A) - Pay Application No. 5 (March 2019) - \$75,293.91 (included with Cost Cert)
 - b. MLL, Inc. – Filing No. 4 (4A) – Pay Application No. 1 (March 2019) - \$13,730.26 (included with Cost Cert)