

# SKY RANCH COMMUNITY AUTHORITY BOARD (“CAB”)

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

## NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>District Rep:</u>	<u>Term/Expiration:</u>
Mark Harding	President	5	2020/May 2020
Joe Knopinski	Vice President	5	2022/May 2022
Dirk Lashnits	Treasurer	5	2022/May 2022
Scott Lehman	Secretary	1	2020/May 2020
<i>VACANT</i>			2020/May 2020

DATE: December 13, 2019

TIME: 8:30 a.m.

PLACE: McGeady Becher P.C.  
450 East 17th Avenue, Suite 400  
Denver, Colorado 80203

### I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda and confirm location of the meeting and posting of meeting notices.

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C. Discuss Board vacancy.

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### II. CONSENT AGENDA

• Approve Minutes of the November 8, 2019 Regular Meeting (enclosure).

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### III. FINANCIAL MATTERS

A. Review and accept unaudited financial statements through the period ending October 31, 2019 (enclosure).

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- B. Consider approval of payables from November 9, 2019 through December 13, 2019 as follows (enclosure):

General Fund:	\$ 27,678.29
Debt Service Fund:	\$ -0-
Capital Projects Fund:	\$ 1,875,447.95
<b>Total:</b>	<b>\$ 1,903,126.24</b>

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- C. Review and consider approval of an engagement letter with Haynie & Company for preparation of the 2019 Audit for an amount not to exceed \$4,900.00 (enclosure).
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#### IV. LEGAL MATTERS

- A. Ratify approval of Amendment to the Operations and Maintenance Fees Resolution.
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- B. Discuss approval of County/Developer Intergovernmental Agreement for the I-Watkins and Monaghan 1601 Interchange Study.
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#### V. CONSTRUCTION MATTERS

- A. Project Manager's Report (enclosure).
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##### **Drainage and Utilities**

1. Review and consider approval of Pay Application No. 18 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc. in the amount of \$6,818.53 (to be distributed).
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##### **Roadway Improvements**

2. Review and consider approval of Pay Application No. 13 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc. in the amount of \$561,875.66 (to be distributed).
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**Landscape Improvements**

3. Review and consider approval of Change Order No. 15 to the Landscape Improvements Contract with Environmental Designs, Inc. in the amount of \$11,343.23 for engineering, grading fixes, irrigation repairs and T&M work at the Park (to be distributed).

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4. Review and consider approval of Pay Application No. 8 to the Landscape Improvements Contract with Environmental Designs, Inc. in the amount of \$69,097.00 (to be distributed).

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B. Engineer's Report (enclosure).

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C. Discuss status of Consulting Agreements.

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VI. COMMUNITY MANAGEMENT/COVENENANT CONTROL/OPERATIONS

A. Community Manager's Report (enclosure).

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1. Status of receipt of DRC forms to date.

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2. Status of ability to track website visitors.

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VII. OTHER BUSINESS

A. \_\_\_\_\_

VIII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2019.**

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SKY RANCH COMMUNITY AUTHORITY BOARD (“CAB”) HELD NOVEMBER 8, 2019

The regular meeting of the Board of Directors (referred to hereafter as the “Board”) of the Sky Ranch Community Authority Board (referred to hereafter as the “CAB”) was convened on Friday, the 8th day of November, 2019, at 8:30 a.m., at the offices of McGeady Becher P.C., 450 East 17th Avenue, Suite 400, Denver, Colorado 80203. The meeting was open to the public.

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**Directors In Attendance Were:**

Mark Harding  
Joe Knopinski  
Dirk Lashnits  
Scott Lehman

**Also In Attendance Were:**

Lisa A. Johnson; Special District Management Services, Inc.

MaryAnn McGeady, Esq. and Andrew Rippey, Esq.; McGeady Becher P.C.

Cathee Sutton and Thuy Dam; CliftonLarsonAllen LLP

Rick Dinkel; Pure Cycle Corporation

Barrett Marrocco, Greg Toler and Wes Back; Independent District Engineering Services, LLC (“IDES”)

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosure of Potential Conflicts of Interest:** Attorney McGeady noted that a quorum was present and the Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney McGeady requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney McGeady noted that all Directors’ Disclosure Statements have been filed. No additional conflicts were disclosed at the meeting.

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## RECORD OF PROCEEDINGS

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### ADMINISTRATIVE MATTERS

**Agenda:** Ms. Johnson distributed for the Board's review and approval a proposed Agenda for the CAB's Regular Meeting.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Lehman and, upon vote, unanimously carried, the Agenda was approved, as amended.

**Approval of Meeting Location:** The Board entered into a discussion regarding the requirements of §32-1-903(1), C.R.S., concerning the location of the CAB's Board meeting. Following discussion, upon motion duly made by Director Knopinski, seconded by Director Lehman and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within the CAB's boundaries or within the county in which the CAB is located, or within 20 miles from the CAB's boundaries to conduct this meeting, the meeting would be held at the above-stated location. The Board further noted that notice of this meeting was duly posted and that they have not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within the CAB's boundaries.

**Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website and Designating Location for Posting of 24-hour Notices:** Following discussion, upon motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-01; Resolution Establishing Meeting Dates, Time and Location, Establishing District Website and Designating Location for Posting of 24-hour Notices and appointed Special District Management Services, Inc. as the representative to post such Notices. A copy of the Resolution is attached hereto and incorporated herein by this reference.

**Board Vacancy:** The Board discussed the vacancy on the Board of Directors. No action was taken.

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**CONSENT AGENDA** The Board considered the following actions:

- Approve Minutes of the October 25, 2019 Special Meeting.

Following review, upon motion duly made by Director Lehman, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved the above actions.

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## RECORD OF PROCEEDINGS

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### FINANCIAL MATTERS

**Unaudited Financial Statements:** The Board reviewed the unaudited financial statements through the period ending September 30, 2019.

Following review and discussion, upon motion duly made by Director Lehman, seconded by Director Lashnits and, upon vote, unanimously carried, the Board accepted the unaudited financial statements through the period ending September 30, 2019.

**Claims:** The Board considered approval of the payment of claims for the period beginning September 14, 2019 through November 8, 2019, as follows:

General Fund:	\$	7,128.51
Debt Service Fund:	\$	-0-
Capital Projects Fund:	\$	<u>1,231,059.67</u>
<b>Total:</b>	\$	<b>1,238,188.18</b>

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Harding and, upon vote, unanimously carried, the Board approved the payment of claims.

**2020 Budget Preparation:** The Board discussed the preparation of the 2020 Budget.

Following discussion, upon motion duly made by Director Lashnits, seconded by Director Knopinski and, upon vote, unanimously carried, the Board ratified appointment of the District Accountant to prepare the 2020 Budget.

### **SECOND READING:**

**2020 Budget Hearing:** President Harding opened the public hearing to consider the proposed 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2020 Budget and the date, time, and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received and the public hearing was closed.

Ms. Dam reviewed the estimated 2019 expenditures and proposed 2020 expenditures.

The Board discussed the mill levy and determined that no mill levy will be certified.

## RECORD OF PROCEEDINGS

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Following discussion, the Board considered the adoption of the Resolution to Adopt the 2020 Budget and Appropriate Sums of Money. Upon motion duly made by Director Knopinski seconded by Director Lehman and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Budget was authorized. Ms. Johnson was authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2020. A copy of the adopted Resolution is attached to these Minutes and incorporated herein by this reference.

**2021 Budget Preparation:** The Board discussed the preparation of the 2021 Budget.

Following discussion, upon motion duly made by Director Lehman, seconded by Director Knopinski and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2021 Budget.

### **LEGAL MATTERS**

**Amendment to the Operations and Maintenance Fees Resolution:** The Board entered into discussion regarding an amendment to the Operations and Maintenance Fees Resolution to confirm the fee is to be billed on a quarterly basis.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Lehman and, upon vote, unanimously carried, the Board adopted an Amendment to the Operations and Maintenance Fees Resolution as discussed.

### **CONSTRUCTION MATTERS**

**Project Managers Report:** The Board reviewed the Project Manager's Report. Director Lashnits gave an update on the Project. A copy of the Project Manager's Report, dated November 8, 2019, is attached hereto and incorporated herein by this reference.

**Task Order No. 4 from CVL of Colorado, Inc. under the Master Services Agreement:** The Board reviewed Task Order No. 4 under the Master Services Agreement with CVL of Colorado, Inc.

Following review and discussion, upon motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved Task Order No. 4 under the Master Services Agreement with CVL of Colorado, Inc. for GDP application extension, in the amount of \$22,000.00.

**Change Order No. 17 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.:** Mr. Marrocco presented to the Board Change Order No. 17 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Harding, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved Change Order No. 17 to the Drainage and Utilities Improvements Contract with Premier Earthworks & Infrastructure, Inc., in the amount of \$22,336.10 for storm and sanitary changes including manhole and valve box protection.

Change Order No. 18 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.: Mr. Marrocco presented to the Board Change Order No. 18 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Harding and, upon vote, unanimously carried, the Board approved Change Order No. 18 to the Drainage and Utilities Improvements Contract with Premier Earthworks & Infrastructure, Inc., in the amount of \$1,142.26 for meter pit modifications.

Pay Application No. 17 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.: Mr. Marrocco presented to the Board Pay Application No. 17 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Lehman and, upon vote, unanimously carried, the Board approved Pay Application No. 17 to the Drainage and Utilities Contract with Premier Earthworks & Infrastructure, Inc., in the amount of \$111,573.92.

### **Roadway Improvements:**

Change Order No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc.: Mr. Marrocco reviewed with the Board Change Order No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Lehman and, upon vote, unanimously carried, the Board approved Change Order No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc., in the amount of \$29,598.29 for traffic control and balancing streets.



## RECORD OF PROCEEDINGS

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Pay Application No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc.: Mr. Marrocco reviewed with the Board Pay Application No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc.

Following discussion, upon motion duly made by Director Harding, seconded by Director Knopinski and, upon vote, unanimously carried, the Board approved Pay Application No. 12 to the Roadway Improvements Contract with Premier Earthworks & Infrastructure, Inc., in the amount of \$1,377,300.29.

### **Landscape Improvements:**

Change Order No. 14 to the Landscape Improvements Contract with Environmental Designs, Inc. ("EDI"): Mr. Marrocco reviewed with the Board Change Order No. 14 to the Landscape Improvements Contract with EDI.

Following discussion, upon motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved Change Order No. 14 to the Landscape Improvements Contract with EDI, in the amount of \$42,240.79 for Tract H and Tract Z change from seed to sod between Northern Monument and 10th Street.

Pay Application No. 7 to the Landscape Improvements Contract with EDI: Mr. Marrocco reviewed with the Board Pay Application No. 7 to the Landscape Improvements Contract with EDI.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director Harding and, upon vote, unanimously carried, the Board approved Pay Application No. 7 to the Landscape Improvements Contract with EDI, in the amount of \$348,262.59.

Partial Retainage Release: The Board considered partial release of retainage and initial acceptance of Park.

Following discussion, upon motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved initial acceptance of the Park and directed staff to publish a notice of final payment to allow for release of partial retainage. The Board also directed staff to contract the CAB's insurance provider and add property coverage to include the Park Improvements.

**RECORD OF PROCEEDINGS**

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**Engineers Report:** Mr. Marrocco presented to the Board the Engineer's Report. A copy of the Engineer's Report, dated November 8, 2019, is attached hereto and incorporated herein by this reference.

**Consulting Agreements:** The Board determined there were no matters to discuss.

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**COMMUNITY  
MANAGEMENT**

**Community Manager's Report:** There were no new matters to discuss.

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**OTHER  
MATTERS**

There were no other matters to discuss.

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**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

RESOLUTION NO. 2019-11- 01

RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SKY RANCH COMMUNITY AUTHORITY BOARD  
ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION,  
ESTABLISHING WEBSITE AND  
DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES

A. The Sky Ranch Community Authority Board (the “CAB”) is an authority and separate legal entity created pursuant to Section 29-1-203, C.R.S., and that certain Sky Ranch Community Authority Board Establishment Agreement, made and entered into effective November 13, 2017, by and between Sky Ranch Metropolitan District No. 1 and Sky Ranch Metropolitan District No. 5 (the “CABEA”).

B. Pursuant to Section 3.4(d)(i) of the CABEA, regular meetings of the Board of Directors of the CAB (“CAB Board”) shall be held at such place, on such day, and at such hour as the CAB Board shall, by resolution or motion, establish from time to time, and in accordance with the requirements for special districts under the Special District Act, Section 32-1-101, et seq., C.R.S. (the “Act”).

C. Pursuant to Section 3.4(d)(iii) of the CABEA, special meetings of the CAB Board may be held at such place, on such day, and at such hour as the CAB Board may determine.

D. Pursuant to Section 3.4(d)(iv) of the CABEA, notices of all meetings shall be the same as meetings for special districts under the Act except for those matters requiring Expanded Notice as more fully set forth in the CABEA.

E. Pursuant to Section 32-1-903, C.R.S., special districts are required to designate a schedule for regular meetings, indicating the dates, time and location of said meetings.

F. Pursuant to Section 24-6-402(2)(c)(I), C.R.S., special districts are required to designate annually at the board of directors of the district’s first regular meeting of each calendar year, the public place at which notice of the date, time and location of regular and special meetings (“**Notice of Meeting**”) will be physically posted at least 24 hours prior to each meeting (“**Designated Public Place**”). A special district is deemed to have given full and timely notice of a regular or special meeting if it posts its Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.

G. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to post the Notice of Meeting at the Designated Public Place, and are deemed to have given full and timely notice of a public meeting, if a special district posts the Notice of Meeting online at a public website of the special district (“**Website**”) at least 24 hours prior to each regular and special meeting

H. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., if a special district is unable to post a Notice of Meeting on the Website at least 24 hours prior to the meeting due to exigent or emergency circumstances, then it must physically post the Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.

I. Pursuant to Section 32-1-903, C.R.S., all special and regular meetings of the board of directors shall be held at locations which are within the boundaries of the district or which are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the meeting location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.

J. The provisions of Section 32-1-903, C.R.S., may be waived if: (1) the proposed change of location of a meeting of the board appears on the agenda of a regular or special meeting; and (2) a resolution is adopted by the board of directors stating the reason for which a meeting is to be held in a location other than under Section 32-1-903(1), C.R.S., and further stating the date, time and place of such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sky Ranch Community Authority Board, Arapahoe County, Colorado:

1. That the provisions of Section 32-1-903(1), C.R.S., be waived pursuant to the adoption of this Resolution.

2. That the CAB Board has determined that conducting regular and special meetings pursuant to Section 32-1-903(1), C.R.S., would be inconvenient and costly for the directors and consultants of the CAB in that they live and/or work outside of the twenty (20) mile radius requirement.

3. That regular meetings of the CAB Board for the year 2020 shall be held on the second Friday of each month at 8:30 a.m. at the offices of McGeady Becher P.C., 450 E. 17th Avenue, Suite 400, Denver, Colorado, in the City and County of Denver.

4. That special meetings of the CAB Board shall be held as often as the needs of the CAB require, upon notice to each director.

5. That, until circumstances change, and a future resolution of the CAB Board so designates, the location of all special and regular meetings of the CAB Board shall appear on the agenda(s) of said special and regular meetings.

6. That the residents and taxpaying electors of the CAB Service Area shall be given an opportunity to object to the meeting(s) location(s), and any such objections shall be considered by the CAB Board in setting future meetings.

7. That the CAB Board authorizes establishment of a Website, if such Website does not already exist, in order to provide full and timely notice of regular and special meetings of the CAB Board online pursuant to the provisions of Section 24-6-402(2)(c)(III), C.R.S.

8. That, if the CAB Board has established a Website, the Notice of Meeting of the CAB Board shall be posted on the Website at least 24 hours prior to each regular and special meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

9. That, if the CAB Board has not yet established a Website or is unable to post the Notice of Meeting on the Website at least 24 hours prior to each meeting due to exigent or

emergency circumstances, the Notice of Meeting shall be posted within the boundaries of the CAB Service Area at least 24 hours prior to each meeting, pursuant to Section 24-6-402(2)(c)(I) and (III), C.R.S., at the following Designated Public Place:

(a) Near the northwest corner of the Sky Ranch PUD south and east of the Airpark exit from I-70.

10. Special District Management Services, Inc., or its designee, is hereby appointed to post the above-referenced notices.

**[SIGNATURE PAGE FOLLOWS]**

[SIGNATURE PAGE TO RESOLUTION ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, ESTABLISHING WEBSITE AND DESIGNATING LOCATION FOR 24-HOUR NOTICES]

RESOLUTION APPROVED AND ADOPTED on November 8, 2019.

THE SKY RANCH COMMUNITY  
AUTHORITY BOARD

By: \_\_\_\_\_

President



Attest:

  
Secretary

# Sky Ranch CAB – Project Manager Board Report

Date: 11/08/19

## DESIGN AND CONSTRUCTION

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### Status Report and Progress Updates

- Earthwork – performing corrections and certifications for close-out
- Dirt Shortage – Recalibrating with new home starts; KB import; PEI import
- Drainage and Utilities – pedestrian bridge in channel; meter pits after curb in Ph 2 and 3
- Concrete and Asphalt Phase 1 – Ph 1 streets complete; working on signage and striping; KB TD#3 streets complete; Richmond TD#2 bottom lift complete, need weather for top lift; Working through conflict with shallow fiber optic lines in 6<sup>th</sup> Ave
- Xcel – working on remaining gas and electric in Ph 1; street lights in Ph 1; pre-con for Ph 3
- Landscaping – 8<sup>th</sup> Ave entry complete; Central Park plaza hardscapes 80% complete, park sod complete; Monaghan fencing and columns complete; Working on 8<sup>th</sup> Ave fencing; drainage channel and pond 50% complete; Monuments 75% complete
- Maintaining SEMSWA and Urban Drainage compliance – Builder SWMP transfer once plans approved
- Preliminary planning/engineering for Filing 2 (Changing to Filing 4) – GDP comments received and working on responses; meetings required with CDOT, Urban Drainage, Open Space; Ongoing discussions with Interchange/1601 group

## BUDGET

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- Budget review – review and amendment in process

## CONTRACTS, CHANGE ORDERS AND TASK ORDERS

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### Filing 1

- CVL – TO#4 - \$22,000 – GDP application extension
- EDI – CO#14 - \$42,240.79
  - EDI – CO84321 - \$3,262.73 – Seed along Monaghan
  - EDI – CO84980 - \$38,978.06 – Sod vs seed in Central Park
- PEI Roadways – CO#12 - \$32,873.63
  - COR#26 - \$5,260.50 – I70 Monaghan Tie-in Flaggers
  - COR#27 - \$27,613.13 – Phase 2 Street Balance
- PEI Utilities – CO#17
  - COR#52 - \$9,718.38 – Install concrete collars on offsite MHs
  - COR#53 - \$3,542.00 – Revision to Pond D outfall orifice plate
  - COR#57 - \$3,446.42 – Adjust sewer clean-outs and install concrete collars
  - COR#59 - \$5,629.30 – Remove Pond E temporary outfall

- PEI Utilities – CO#18 - \$1,142.26
  - COR#60 - \$310.56 – Meter pit adjustment at 966 N. Waterloo Cir.
  - COR#61 - \$831.70 – Adjust meter pits on KB lots on Waterloo Cir. (801, 805, 811, 815)

Filing 2 (Changing to Filing 3)

PAYABLES (OUTSIDE OF CONTRACT)

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Sky Ranch  
Filing 1

Contract Entity	Activity Code	Activity Description	Vendor	Total Contracts	Total Invoices	Total Retainage	Total Reimbursable	% Complete	Remaining to Spend	Management Fee
CAB	203	Fees, Permits and Administration	Arapahoe County	127,100	127,100	-	104,516	100%	-	-
CAB	201	Legal and Title	Butler Snow	425	425	-	-	100%	-	-
CAB	303	Erosion Control	CMS	20,000	2,500	-	2,056	13%	17,500	125
CAB	302	Geotech	CTL Thompson	361,958	366,867	-	301,762	101%	(5,009)	18,348
CAB	205	Engineering	CVL Consultants	69,026	69,026	-	56,761	100%	-	-
CAB	311	Landscaping	Environmental Designs	3,467,966	1,406,606	70,330	1,406,606	41%	2,061,361	70,330
CAB	205	Engineering	ERO Resources Group	580	580	-	477	100%	-	-
CAB	303	Erosion Control	Erosion Controls of CO	84,680	70,965	-	58,355	84%	13,715	3,548
CAB	201	Legal and Title	Hoffman, Parker, etc	8,304	8,304	-	-	100%	-	-
CAB	202	District	IDES	150,000	131,507	-	108,140	88%	18,493	-
CAB	301	Survey	KT Engineering	493,060	461,510	-	379,506	94%	31,550	23,076
CAB	202	District	McGeedy Becher	33,225	33,225	-	27,321	100%	-	-
CAB	311	Landscaping	MPI Designs	23,970	18,630	-	18,630	78%	5,340	932
CAB	201	Legal and Title	Otis Bedingfield & Peters	235	235	-	-	100%	-	-
CAB	304	Grading	PEI	1,538,880	1,538,937	51,298	800,247	100%	(57)	76,947
CAB	305	Sanitary Sewer	PEI	2,478,798	2,462,457	83,391	2,462,457	99%	16,342	123,123
CAB	306	Water	PEI	2,397,204	2,377,376	80,984	2,377,376	99%	19,828	118,869
CAB	307	Storm Sewer	PEI	4,984,555	4,831,817	162,684	4,831,817	97%	152,739	241,591
CAB	310	Dry Utilities	PEI	195,271	192,103	6,403	-	98%	3,168	9,605
CAB	308	Concrete	PEI	3,551,291	2,941,994	147,100	2,941,994	83%	609,296	147,100
CAB	309	Asphalt	PEI	4,987,232	4,061,353	203,068	4,061,353	81%	925,878	203,068
CAB	303	Erosion Control	Pure Cycle Erosion Control	64,800	-	-	-	0%	64,800	-
CAB	311	Landscaping	Pure Cycle Landscaping	418,576	-	-	-	0%	418,576	-
CAB	202	District	SDMS	25,583	25,583	-	21,037	100%	-	-
CAB	203	Fees, Permits and Administration	SEMSWA	18,750	18,750	-	15,418	100%	-	-
CAB	107	District	Sentinel	-	-	-	-	0%	-	-
CAB	202	District	Sentinel	78	78	-	64	100%	-	-
CAB	201	Legal and Title	Spencer Fane	228	228	-	-	100%	-	-
CAB	310	Dry Utilities	Xcel Energy	2,368,589	2,368,589	-	597,189	100%	-	-
<b>Total</b>				<b>27,870,365</b>	<b>23,516,846</b>	<b>805,257</b>	<b>20,573,082</b>		<b>4,353,520</b>	<b>1,155,090</b>



**SKY RANCH COMMUNITY AUTHORITY BOARD**  
**Board Meeting Project Status**  
**November 8, 2019**

**Construction Contract Documents**

**Drainage and Utilities Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - Change Order #17: \$22,336.10 for Storm and Sanitary Sewer Changes including Manhole and Valve Box Protection
  - Change Order #18: \$1,142.26 for Meter Pit Modifications

*Pay Applications*

- Pay Application #17 is recommended for payment: \$111,573.92 (\$116,969.39 District; \$476.84 Non-District; \$5,872.31 Retained)
  - \$9,981,198.65 Billed to Date. \$339,334.13 Retained. \$9,641,864.51 Paid to Date.

**Roadways Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - Change Order #12: \$29,598.29 for Traffic Control and Balancing Streets

*Pay Applications*

- Pay Application #12 is recommended for payment: \$1,377,300.29 (\$1,449,789.77 District; \$0.00 Non-District; \$72,489.49 Retained)
  - \$7,020,240.24 Billed to Date. \$351,012.01 Retained. \$6,669,228.22 Paid to Date.

**Landscape Contract – Environmental Designs, Inc.**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - Change Order #14: \$42,240.79 for Tract H and Tract Z Change from Seed to Sod between Northern Monument and 10<sup>th</sup> Street
- Pay Application #7 is recommended for payment: \$348,262.59 (\$366,592.20 District; \$0.00 Non-District; \$18,329.61 Retained)
  - \$1,406,605.78 Billed to Date. \$70,330.29 Retained. \$1,336,275.50 Paid to Date.

**Earthwork Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - None

*Pay Applications*

- None

## Other Matters

- The Filing 1 Drainage and Utilities contract is 99% complete. What is the improvement acceptance process for Rangeview MD?
- Status of PEI Grading Certification?
- Updated Cost Certification #2 to be distributed at meeting.

# Sky Ranch Community Authority Board

## Contractors Change Order Log Paid-To-Date Summary

<b>Contractor</b>	<b>Change Orders</b>	<b>Total Contract Amount</b>	<b>Amount Billed</b>	<b>Remaining</b>
PEI - Grading	7	\$1,538,936.87	\$1,487,638.98	\$51,297.89
PEI - Drainage & Utilities	16	\$10,032,349.56	\$9,530,290.59	\$502,058.97
PEI - Roadways	11	\$8,522,541.48	\$5,291,927.94	\$3,230,613.54
EDI - Landscape	13	\$1,761,718.39	\$933,012.90	\$828,705.49
<b>Total</b>		\$21,855,546.30	\$17,242,870.41	\$4,612,675.89

# Sky Ranch Community Authority Board

## Summary of Contract Changes

### Change Order Log

#	Contractor	Original Contract Amount	Executed CO's		New Contract	
			Amount	Days	Amount	Days
1	PEI - Grading	\$1,418,885.53	\$120,051.34	31	\$1,538,936.87	31
2	PEI - Drainage & Utilities	\$8,971,057.30	\$1,061,292.26	55	\$10,032,349.56	55
3	PEI - Roadways	\$8,368,649.67	\$153,891.81	26	\$8,522,541.48	26
4	EDI - Landscape	\$1,633,252.04	\$128,466.35	124	\$1,761,718.39	124
5						
6						
7						
<b>Total</b>		<b>\$20,391,844.54</b>	<b>\$1,463,701.76</b>		<b>\$21,855,546.30</b>	

### Potential Change Order Log

#	Contractor	Current Contract	Days	Potential Change Orders		Potential Contract	
				Amount	Days	Amount	Days
1	PEI - Grading	\$1,538,936.87	31	\$0.00	0	\$1,538,936.87	31
2	PEI - Drainage & Utilities	\$10,032,349.56	55	\$34,687.27	4.5	\$10,067,036.83	60
3	PEI - Roadways	\$8,522,541.48	26	\$29,598.29	2	\$8,552,139.77	28
4	EDI - Landscape	\$1,761,718.39	220	\$237,227.16	107	\$1,998,945.55	327
5							
6							
7							
<b>Total</b>		<b>\$21,855,546.30</b>		<b>\$301,512.72</b>		<b>\$22,157,059.02</b>	
Potential Total of All Change Orders						\$301,512.72	

### Force Account Log

#	Contractor	Original Amount	Change	New Balance
1	PEI - Grading	\$0.00	\$0.00	\$0.00
2	PEI - Drainage & Utilities	\$0.00	\$0.00	\$0.00
3	PEI - Roadways	\$0.00	\$0.00	\$0.00
4	EDI - Landscape	\$85.00	\$0.00	\$85.00
5				
6				
7				
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>

**Sky Ranch Community Authority Board**  
**Balance Sheet**  
**October 31, 2019**  
**(DRAFT - Subject to Revision)**

	General	Capital	Debt Service	Total
<b>Assets</b>				
Checking	\$ 21,921	\$ 97,283	\$ -	\$ 119,204
Accounts Receivable	187,223	-	-	187,223
Due from District 5	132,040	-	-	132,040
Other Assets	236,359	914,456	-	1,150,815
<b>Total Assets</b>	577,544	1,011,739	-	1,589,282
 <b>Liabilities and Fund Balances</b>				
<b>Current Liabilities</b>				
Account Payable and Accrued Liabilities	\$ 77,052	\$ 4,204,371	\$ -	\$ 4,281,423
Retainage payable	-	811,974	-	811,974
<b>Total Liabilities</b>	77,052	5,016,346	-	5,093,397
 <b>Fund Balances</b>				
Total Fund Balances	500,492	(4,004,607)	-	(3,504,115)
 <b>Liabilities and Fund Balances</b>	 \$ 577,544	 \$ 1,011,739	 \$ -	 \$ 1,589,282

**SKY RANCH COMMUNITY AUTHORITY BOARD**  
**GENERAL FUND**  
**As of October 31, 2019**  
**(DRAFT - Subject to Revision)**

	2019 Actual	2019 Adopted Budget (Amended)
<b>BEGINNING FUND BALANCE</b>	274,029	333,031
<b>REVENUE</b>		
Transfer from District 1	469	45,828
Transfer from District 5	104,362	175,542
O&M Fee Revenue	23,100	-
PIF - Construction	171,623	360,000
Developer Advance	-	-
Interest Income	2,364	4,000
<b>Total Revenue</b>	301,917	585,370
<b>Total Funds Available</b>	575,946	918,401
<b>EXPENDITURES</b>		
<b>General and administrative</b>		
Accountant	-	50,000
Elections	-	2,000
Contingency	-	20,000
Audit	400	5,000
Dues and memberships	1,048	1,500
Insurance/SDA dues	2,763	8,500
Legal	56,979	45,000
CAB Management Fees	14,263	20,000
<b>Operations and Maintenance</b>		
Engineering	-	-
Consulting	-	-
Utilities and Telephone	-	-
Office supplies	-	1,500
Contingency	-	12,500
Covenant Control	-	-
Detention Ponds	-	-
Landscaping	-	-
Fencing	-	-
Parks & Trails	-	-
Property Taxes	-	-
Utilities	-	-
Monuments	-	-
Mailboxes	-	-
Operations and Maintenance Reser	-	-
<b>Total Expenditures</b>	75,454	166,000
Transfer to other fund	-	135,845
<hr/>		
Total Expenditures Requiring Appropriation	75,454	301,845
<hr/>		
<b>ENDING FUND BALANCE</b>	500,492.74	616,556.00
<b>EMERGENCY RESERVE</b>	\$ 14,286.90	\$ 17,600.00
<b>TOTAL RESERVE</b>	\$ 14,286.90	\$ 17,600.00



**SKY RANCH COMMUNITY AUTHORITY BOARD**  
**CAPITAL PROJECT**  
**As of October 31, 2019**  
**(DRAFT - Subject to Revision)**


	2019 Actual	2019 Adopted Budget (Amended)
<b>BEGINNING FUND BALANCE</b>	(67,120)	(67,120)
<b>REVENUE</b>		
Developer Advance	9,322,248	14,962,620
Developer Contributions	-	-
Bond issuance	-	14,000,000
Interest Income	-	3,000
<b>Total Revenue</b>	<u>9,322,248</u>	<u>28,965,620</u>
<b>TRANSFERS IN</b>		
Transfers from other fund	-	250,000
<b>Total Funds Available</b>	<u>9,255,128</u>	<u>29,148,500</u>
<b>EXPENDITURES</b>		
Legal	-	25,000
CAB Management Fees	-	25,000
Contingency	-	77,000
Bond issuance costs	-	565,130
Interest expense on debt service	-	-
Promotional activities	-	117,000
<b>CAPITAL PROJECTS</b>		
101 Land Purchase	-	-
102 Legal	68,789	-
103 Title	-	-
104 Planning & Engineering	53,325	-
105 General Site Work	98,193	26,000
106 Sales and Marketing	15,056	-
108 Interchange	1,501	-
Repay developer advance	-	10,634,870
201 Legal & Title	38,773	84,000
202 District Expenses (I.E. District Engineer)	134,577	127,000
203 Fees, Permits & Administration	210,352	19,000
204 Planning	213,154	188,000
205 Engineering	107,091	239,000
301 Survey	261,458	296,000
302 Geotech	143,809	196,000
303 Erosion Control	40,073	227,000
304 Grading	-	288,000
305 Sanitary Sewer	619,842	843,000
306 Water	680,769	991,000
307 Storm Sewer	2,952,432	1,996,000
308 Concrete	2,457,816	2,150,000
309 Asphalt	2,875,714	3,064,000
310 Dry Utilities	1,090,138	996,000
311 Landscaping	1,196,875	1,179,000
312 Warranty & Turnover	-	40,000
313 Construction Contingency	-	1,055,000
Rec center	-	40,000
Project Management Fee	-	860,500
Batch Plant	-	-
<b>Subtotal: Construction Costs</b>	<u>13,259,735</u>	<u>26,348,500</u>
<b>TRANSFERS OUT</b>		
Transfers to other fund	-	2,800,000
<b>Total Expenditures and transfers out requiring Appropriation</b>	<u>13,259,735</u>	<u>29,148,500</u>
<b>ENDING FUND BALANCE</b>	<u>(4,004,606.93)</u>	-


**Sky Ranch Community Authority Board**  
**Check Run**  
**12/16/19**


Vendor	Name	Date	Account	Account Description	Invoice/CM #	Line Description	Amount Due	Type
1000	Special District Management Svs (SDMS)	10/29/19	7000	SDMS Fees	SKYRMD5.00 Oct19	SKYRMD5-00	20.00	General
1000	Special District Management Svs (SDMS)	10/29/19	7000	SDMS Fees	SKYRMD5.00 Oct19	SKYRMD5-01 Board Meetings	892.00	General
1000	Special District Management Svs (SDMS)	10/29/19	7000	SDMS Fees	SKYRMD5.00 Oct19	SKYRMD5-02 Management Matters	108.00	General
1000	Special District Management Svs (SDMS)	10/29/19	7000	SDMS Fees	SKYRMD5.00 Oct19	SKYRMD5-03 Records Management	28.00	General
1000	Special District Management Svs (SDMS)	10/29/19	7000	SDMS Fees	SKYRMD5.00 Oct19	SKYRMD5-11 Management-Budget Matters	84.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-00	75.19	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-01 Board Meetings	2,740.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-02 Management Matters	190.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-03 Records Management	106.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-11 Management Budget Matters	56.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-17 Fee Tracking and Collections	182.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-21 Covenant Control	503.50	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRCAB.00 Oct19	SKYRMD1-24 Website Design/Maintenance	541.50	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRMD1.00 Oct19	SKYRMD1-00	15.10	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRMD1.00 Oct19	SKYRMD1-01 Board Meetings	974.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRMD1.00 Oct19	SKYRMD1-02 Management Matters	54.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRMD1.00 Oct19	SKYRMD1-03 Records Management	84.00	General
1000	Special District Management Svs (SDMS)	10/31/19	7000	SDMS Fees	SKYRMD1.00 Oct19	SKYRMD1-11 Management Budget Matters	28.00	General
1010	Colorado Special Dist. Prop. & Liab.	10/31/19	6950	Insurance Expense	POL-0000518	Sky Ranch Metro District - Board Member Coverage 2020	400.00	General
1010	Colorado Special Dist. Prop. & Liab.	11/01/19	6950	Insurance Expense	POL-0000602	Sky Ranch Metro District 1 - Board Member Coverage 2020	400.00	General
1010	Colorado Special Dist. Prop. & Liab.	11/01/19	6950	Insurance Expense	POL-0000603	Sky Ranch Metro District 5 - Board Member Coverage 2020	400.00	General
1010	Colorado Special Dist. Prop. & Liab.	11/20/19	6950	Insurance Expense	POL-0002120	Sky Ranch Metro District No. 1 - Public Officials and General Liability	2,015.00	General
1010	Colorado Special Dist. Prop. & Liab.	11/20/19	6950	Insurance Expense	POL-0002121	Sky Ranch Metro District No. 5 - Public Officials and General Liability	2,015.00	General
1060	McGeady Becher P.C.	10/31/19	7010	Legal	1337M 10.31.19	1337-0004 Board Meetings	12,195.00	General
1060	McGeady Becher P.C.	10/31/19	7010	Legal	1337M 10.31.19	1337-0005 Budgets	1,230.00	General
1060	McGeady Becher P.C.	10/31/19	7010	Legal	1337M 10.31.19	1337-0015 Audits	40.00	General
1060	McGeady Becher P.C.	10/31/19	7010	Legal	1337M 10.31.19	1337-0019 Conflict of Interest Disclosures	892.00	General
1060	McGeady Becher P.C.	10/31/19	7010	Legal	1337M 10.31.19	1337-0703 Rocky Mountain Midstream Easement	90.00	General
1060	McGeady Becher P.C.	10/31/19	1610	Sky Ranch Development	1337M 10.31.19	1337-1501 Filing 1 Plat Conveyances	90.00	General
1060	McGeady Becher P.C.	10/31/19	1610	Sky Ranch Development	1337M 10.31.19	1337-0607 Fence Installation	240.00	General
1100	T. Charles Wilson	11/26/19	6950	Insurance Expense	7914	Agency fee 2020 - Sky Ranch Metro Dist.	495.00	General
1100	T. Charles Wilson	11/26/19	6950	Insurance Expense	7915	Agency fee 2020 - Sky Ranch Metro Dist.	495.00	General
							<b>27,678.29</b>	
							<b>Operating Expenditures (WF)</b>	
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 12 RWI	General - Phase 1A	32,519.79	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 12 RWI	General - Phase 2	351,337.65	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 12 RWI	Change Orders	453,543.62	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 12 RWI	General - Phase 3	612,388.72	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	2320	Deductions Payable	Payment 12 RWI	Less Retainage - 5%	(72,489.49)	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 17 UTL	Drainage	24,539.20	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	1610	Sky Ranch Development	Payment 17 UTL	Change Orders	92,907.03	Capital
1080	Premier Earthworks & Infrastructure	10/25/19	2320	Deductions Payable	Payment 17 UTL	Less Retainage - 5%	(5,872.31)	Capital
1090	MPi Designs	10/14/19	1610	Sky Ranch Development	1253	Continued Site Verification	595.00	Capital
1120	Independent District Engineering Serv.	10/31/19	1610	Sky Ranch Development	DEN098.24	CAB Sky Ranch Metro District - Oct 2019	2,897.16	Capital
1125	CVL Consultants of Colorado, Inc.	10/29/19	1615	Sky Ranch Development Filing 2	027217	Contract 8-13-01073-20, Sky Ranch Filing 2 - Engineering and Surveying services	3,925.14	Capital
1145	CTL Thompson Incorporated	10/01/19	1610	Sky Ranch Development	520255	Sky Ranch, Filing 1, Phase 3	1,636.00	Capital
1145	CTL Thompson Incorporated	10/31/19	1610	Sky Ranch Development	527244	Sky Ranch, Filing 1, Phase 1	4,272.00	Capital
1145	CTL Thompson Incorporated	10/31/19	1610	Sky Ranch Development	527245	Sky Ranch, Filing 1, Phase 2	6,094.00	Capital
1145	CTL Thompson Incorporated	10/31/19	1610	Sky Ranch Development	527246	Sky Ranch, Filing 1, Phase 3	2,262.00	Capital
1170	PCS Group, Inc.	10/31/19	1615	Sky Ranch Development Filing 2	10493	Design - SR Filing 2	7,524.65	Capital
1195	LSC Transportation Consultants, Inc.	10/08/19	1615	Sky Ranch Development Filing 2	57442	Professional services rendered through 09/27/2019	730.50	Capital
1225	CMS Environmental Solutions, LLC	11/01/19	1610	Sky Ranch Development	96534	Filing 1 - Bi-Weekly Plus required post storm inspections for the previous month	375.00	Capital
1230	Environmental Designs, Inc.	10/31/19	1610	Sky Ranch Development	123999	Landscaping	366,592.20	Capital
1230	Environmental Designs, Inc.	10/31/19	2320	Deductions Payable	123999	Retainage 5%	(18,329.61)	Capital
1237	Core & Main, LP	10/01/19	1610	Sky Ranch Development	L250327	Sky Ranch Irrigation	8,490.78	Capital
1237	Core & Main, LP	10/10/19	1610	Sky Ranch Development	L341712	Sky Ranch Irrigation	(613.28)	Capital
1237	Core & Main, LP	10/23/19	1610	Sky Ranch Development	L396488	Sky Ranch Irrigation	122.20	Capital
							<b>1,875,447.95</b>	
							<b>Capital Expenditures (Schwab)</b>	
							<b>1,903,126.24</b>	
							<b>Total</b>	



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 303-734-4800

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 [www.HaynieCPAs.com](http://www.HaynieCPAs.com)

November 25, 2019

Sky Ranch Community Authority Board  
c/o CliftonLarsonAllen LLP  
8390 E. Crescent Parkway, Suite 300  
Greenwood Village, CO 80111-2811

To the Members of the Board of Directors:

We are pleased to confirm our understanding of the services we are to provide for Sky Ranch Community Authority Board (Authority) for the year ended December 31, 2019.

We will audit the financial statements of the governmental activities and the major funds, including the related notes to the financial statements, which collectively comprise the basic financial statements of Sky Ranch Community Authority Board as of and for the year ended December 31, 2019.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as the budgetary comparison for the General Fund, to supplement Sky Ranch Community Authority Board's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Sky Ranch Community Authority Board's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Budgetary Comparison Schedule—General Fund

Management has elected to omit the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.



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We have also been engaged to report on supplementary information other than RSI that accompanies Sky Ranch Community Authority Board's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Capital Projects Fund—Schedule of Revenues, Expenditures and Changes in Fund Balances—Budget and Actual
- 2) Summary of Assessed Valuation, Mill Levy and Property Taxes Collected

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the third paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Sky Ranch Community Authority Board's financial statements. Our report will be addressed to the Board of Directors of Sky Ranch Community Authority Board. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. We will also inform the appropriate level of management of any violations of laws or governmental regulations that

come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Sky Ranch Community Authority Board's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Our audit will be in conformity with the Colorado Local Government Audit Law (C.R.S. 29-1-601, et seq.). The scope of the audit will include the books and records of all the funds of the District. Colorado law requires the following illegal alien provisions:

We certify that we will comply with the provisions of CRS 8-17.5-101 et seq. We shall not knowingly employ or contract with an illegal alien to perform work under this contract or enter into a contract with a subcontractor that fails to certify to Haynie & Company, that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract. We represent, warrant, and agree that we (i) have verified that we do not employ any illegal aliens, through participation in the E-Verify Program administered by the Social Security Administration and the Department of Homeland Security, or (ii) otherwise will comply with the requirements of CRS 8-17.5-102(2)(b)(I). We will comply with all reasonable requests made in the course of an investigation by the Colorado Department of Labor and Employment. If Haynie & Company fails to comply with any requirement of this provision or CRS 8-17.5-101, et seq., the District may terminate this contract for breach of contract, and Haynie & Company shall be liable for actual and consequential damages to the District and the District shall report such violation to the Colorado Secretary of State, as required by law.

If Haynie & Company obtains actual knowledge that a subcontractor performing work under this contract knowingly employs or contracts with an illegal alien, we will:

- a. Notify the subcontractor and the District within three days that we have actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

- b. Terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to sub-paragraph (a) above, the subcontractor does not stop employing or contracting with the illegal alien, unless the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

### **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GMP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein.

**Engagement Administration, Fees, and Other**

The audit documentation for this engagement is the property of Haynie & Company and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Colorado or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Haynie & Company personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the State of Colorado or its designee. The State of Colorado or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

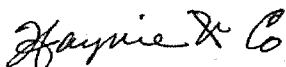
We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We estimate that our fees for these services will be \$4,900. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. Accounts in excess of 30 days will accrue finance charges at 1.5% per month. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Ty Holman is the engagement partner and is responsible for supervising the engagement and signing the report. We expect to begin our audit in May 2020 and to issue our report in June, 2020.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,



Accepted and agreed to:  
Sky Ranch Community Authority Board

\_\_\_\_\_  
Officer signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Sky Ranch CAB – Project Manager Board Report

Date: 12/13/19

## DESIGN AND CONSTRUCTION

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### Status Report and Progress Updates

- Earthwork – performing corrections and certifications for close-out
- Dirt Shortage – Recalibrating with new home starts; KB import; PEI import
- Drainage and Utilities – pedestrian bridge in channel; meter pits after curb in Ph 2 and 3
- Concrete and Asphalt Phase 1 – Probationary Acceptance in Ph 1 streets; Phase 2 asphalt complete; signage and striping in Ph 2&3; Phase 3 concrete 60% complete; Phase 3 asphalt weather dependent; 6<sup>th</sup> Ave fiber conflict resolved – start subgrade prep in December
- Xcel – Ph 1 electric complete; Phase 1 gas 80% complete; Phase 2 electric 50% complete; Phase 2 gas 50% complete
- Landscaping – working on Central Park furnishings and arbor; Monuments stone cap and metal fabrication; channel/pond seeding; Monaghan seeding; contract for Phase 2
- Maintaining SEMSWA and Urban Drainage compliance – Builder SWMP transfer once plans approved
- Preliminary planning/engineering for next Filing (Filing 3) – GDP 4<sup>th</sup> submittal in to County for review; initiating SDP & CDs; preliminary budget; ongoing discussions with Interchange/1601 group

## BUDGET

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- Budget review – review and amendment in process

## CONTRACTS, CHANGE ORDERS AND TASK ORDERS

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### Filing 1

- EDI CO#15 – COR #29 - \$11,343.23 – engineering, grading, hand watering, boulders

### Filing 2 (Changing to Filing 3)

## PAYABLES (OUTSIDE OF CONTRACT)

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- Sentinel - \$51.15 – Notification for EDI retention release for playground



Sky Ranch Filing 1 - CAB Contract Summary

Activity Description	Vendor	Total Contracts	Total Invoices	Total Retainage	Total Reimbursable	% Complete	Remaining to Spend	Management Fee
Fees, Permits and Administration	Arapahoe County	127,100	127,100	-	104,516	100%	-	-
Legal and Title	Butler Snow	425	425	-	-	100%	-	-
Erosion Control	CMS	20,000	3,250	-	2,673	16%	16,750	163
Geotech	CTL Thompson	361,958	390,801	-	321,361	108%	(28,843)	19,540
Engineering	CVL Consultants	69,026	69,026	-	56,761	100%	-	-
Landscaping	Environmental Designs	3,469,599	1,479,339	73,967	1,479,339	43%	1,990,260	73,967
Engineering	ERO Resources Group	580	580	-	477	100%	-	-
Erosion Control	Erosion Controls of CO	84,680	70,965	-	58,355	84%	13,715	3,548
Legal and Title	Hoffman, Parker, etc	8,304	8,304	-	-	100%	-	-
District	IDES	150,000	140,338	-	115,401	94%	9,662	-
Survey	KT Engineering	493,060	461,510	-	379,506	94%	31,550	23,076
District	McGeady Becher	33,225	33,225	-	27,321	100%	-	-
Landscaping	MPI Designs	23,970	19,225	-	19,225	80%	4,745	961
Legal and Title	Otis Bedingfield & Peters	235	235	-	-	100%	-	-
Grading	PEI	1,538,880	1,538,937	51,298	800,247	100%	(57)	76,947
Sanitary Sewer	PEI	2,478,798	2,475,621	84,049	2,475,621	100%	3,177	123,781
Water	PEI	2,397,204	2,400,372	82,133	2,400,372	100%	(3,168)	120,019
Storm Sewer	PEI	5,084,384	4,920,280	167,107	4,920,280	97%	164,105	246,014
Dry Utilities	PEI	192,103	192,103	6,403	-	98%	3,168	9,605
Concrete	PEI	3,570,660	3,153,944	94,301	1,886,027	88%	416,716	94,301
Asphalt	PEI	5,025,588	4,440,852	137,348	2,746,952	88%	584,736	137,348
Erosion Control	Pure Cycle Erosion Control	64,800	-	-	-	0%	64,800	-
Landscaping	Pure Cycle Landscaping	418,576	-	-	-	0%	418,576	-
District	SDMS	25,583	25,583	-	21,037	100%	-	-
Fees, Permits and Administration	SEMSWA	18,750	18,750	-	15,418	100%	-	-
District	Sentinel	-	-	-	-	0%	-	-
District	Sentinel	129	129	-	106	100%	-	-
Legal and Title	Spencer Fane	228	228	-	-	100%	-	-
Dry Utilities	Xcel Energy	2,368,589	2,368,589	-	597,189	100%	-	118,429
<b>Total</b>	<b>Total</b>	<b>28,029,604</b>	<b>24,339,711</b>	<b>696,607</b>	<b>18,428,185</b>	<b>100%</b>	<b>3,689,893</b>	<b>1,047,699</b>



**SKY RANCH COMMUNITY AUTHORITY BOARD**  
**Board Meeting Project Status**  
**December 13, 2019**

**Construction Contract Documents**

**Drainage and Utilities Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - None

*Pay Applications*

- Pay Application #18 is recommended for payment: \$6,818.53 (\$7,177.40 District; \$0.00 Non-District; \$358.87 Retained)
  - \$9,988,376.05 Billed to Date. \$339,693.00 Retained. \$9,648,683.04 Paid to Date.

**Roadways Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - None

*Pay Applications*

- Pay Application #13 is recommended for payment: \$561,875.66 (\$591,448.06 District; \$0.00 Non-District; \$29,572.40 Retained)
  - \$7,611,688.30 Billed to Date. \$380,584.41 Retained. \$7,231,103.88 Paid to Date.

**Landscape Contract – Environmental Designs, Inc.**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - Change Order #15: \$11,343.23 for engineering, grading fixes, irrigation repairs and T&M work at the Park.
- Pay Application #8 is recommended for payment: \$69,097.00 (\$72,733.69 District; \$0.00 Non-District; \$3,636.68 Retained)
  - \$1,479,339.47 Billed to Date. \$73,966.97 Retained. \$1,405,372.50 Paid to Date.

**Earthwork Contract – Premier Earthworks & Infrastructure**

*Change Orders*

- Recommend Ratification:
  - None
- Recommend Approval:
  - None

*Pay Applications*

- None

**Other Matters**

- None

# Sky Ranch Community Authority Board

## Contractors Change Order Log Paid-To-Date Summary

<b>Contractor</b>	<b>Change Orders</b>	<b>Total Contract Amount</b>	<b>Amount Billed</b>	<b>Remaining</b>
PEI - Grading	7	\$1,538,936.87	\$1,487,638.98	\$51,297.89
PEI - Drainage & Utilities	18	\$10,055,827.92	\$9,641,864.51	\$413,963.41
PEI - Roadways	12	\$8,552,139.77	\$6,669,228.22	\$1,882,911.55
EDI - Landscape	14	\$1,803,959.18	\$1,336,275.50	\$467,683.68
<b>Total</b>		<b>\$21,950,863.74</b>	<b>\$19,135,007.21</b>	<b>\$2,815,856.53</b>

# Sky Ranch Community Authority Board

## Summary of Contract Changes

### Change Order Log

#	Contractor	Original Contract Amount	Executed CO's		New Contract	
			Amount	Days	Amount	Days
1	PEI - Grading	\$1,418,885.53	\$120,051.34	31	\$1,538,936.87	31
2	PEI - Drainage & Utilities	\$8,971,057.30	\$1,084,770.62	59.5	\$10,055,827.92	59.5
3	PEI - Roadways	\$8,368,649.67	\$183,490.10	26	\$8,552,139.77	26
4	EDI - Landscape	\$1,633,252.04	\$170,707.14	126	\$1,803,959.18	126
5						
6						
7						
<b>Total</b>		<b>\$20,391,844.54</b>	<b>\$1,559,019.20</b>		<b>\$21,950,863.74</b>	

### Potential Change Order Log

#	Contractor	Current Contract	Days	Potential Change Orders		Potential Contract	
				Amount	Days	Amount	Days
1	PEI - Grading	\$1,538,936.87	31	\$0.00	0	\$1,538,936.87	31
2	PEI - Drainage & Utilities	\$10,055,827.92	60	\$11,208.91	0	\$10,067,036.83	60
3	PEI - Roadways	\$8,552,139.77	26	\$100,951.43	20	\$8,653,091.20	46
4	EDI - Landscape	\$1,803,959.18	222	\$237,227.16	107	\$2,041,186.34	329
5							
6							
7							
<b>Total</b>		<b>\$21,950,863.74</b>		<b>\$349,387.50</b>		<b>\$22,300,251.24</b>	
Potential Total of All Change Orders						\$349,387.50	

### Force Account Log

#	Contractor	Original Amount	Change	New Balance
1	PEI - Grading	\$0.00	\$0.00	\$0.00
2	PEI - Drainage & Utilities	\$0.00	\$0.00	\$0.00
3	PEI - Roadways	\$0.00	\$0.00	\$0.00
4	EDI - Landscape	\$85.00	\$0.00	\$85.00
5				
6				
7				
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>

**Skyranch CAB**  
**Community Management Report**  
**December 15, 2019**

**Architectural Reviews**

3 forms have been submitted to date, two for landscaping and fence for the same house and one for a fence for a second house.

**Inspections**

Inspections will start in January 2020. Welcome packets were sent out to 24 homes on December 8, 2019. We want to give folks a chance to receive and review the information before we begin enforcement.

**Compliance Update**

No updates

**Pending Items:**

**1. Homeowner Outreach**

- a. **E-mail Blasts-** Scheduled to begin January 2020
- b. **Homeowner Open Houses-** First one scheduled for February 6, 2020.