



RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SKY RANCH COMMUNITY AUTHORITY BOARD (“CAB”) HELD MARCH 10, 2023

A regular meeting of the Board of Directors (referred to hereafter as the “Board”) of the CAB convened on March 10, 2023 at 8:30 a.m. at Pure Cycle Corporation, 34501 E. Quincy Ave., Bldg. 65, Suite A, Watkins, CO 80137. This CAB Board meeting was also held virtually via Microsoft Teams and by conference call. The meeting was open to the public.

Directors in Attendance Were:

Mark Harding, President
Joe Knopinski, Vice President
Kevin McNeill, Treasurer
Scott Lehman, Secretary
Dirk Lashnits, Assistant Secretary

Also in Attendance Were:

Lisa Johnson, Shauna D’Amato, Celeste Terrell, and Cathee Sutton (for a portion of the meeting); CliftonLarsonAllen LLP (“CLA”)
Suzanne Meintzer, Esq.; McGeady Becher P.C.
Stan Fowler; Independent District Engineering Services, LLC (“IDES”) (for a portion of the meeting)
Cyrena Finnegan and Deb Saya; Pure Cycle Corporation

Member of the Public in Attendance:

Katherine Funk; Resident

**ADMINISTRATIVE
MATTERS**

Ms. Johnson called the meeting to order.

Disclosure of Potential Conflicts of Interest: 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 Meintzer noted that all Directors’ Disclosure Statements were filed. Attorney Meintzer requested members of the Board to disclose any potential conflicts of interest regarding 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. No additional conflicts were disclosed at the meeting.

Quorum, Location of Meeting, Posting of Meeting Notice and Agenda: Ms. Johnson



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confirmed the presence of a quorum. The Board reviewed a proposed agenda for the CAB's regular meeting.

Following discussion, upon a motion duly made by Director Harding, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved the agenda, as amended.

The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the CAB's Board meeting.

Upon a motion duly made by Director Harding, seconded by Director McNeill and, upon vote, unanimously carried, the Board determined that certain Board members and consultants of the CAB would attend this meeting in person at the above-referenced location. However, certain other Board members and consultants of the CAB would attend this meeting via video conference or teleconference. The Board further noted that the notice of the time, date, location, and video conference/teleconference information for the meeting was duly posted and that no objections to the means of hosting the meeting were received from taxpaying electors.

CONSENT AGENDA The Board considered the following items under the Consent Agenda:

- Approve Minutes of the February 10, 2023, Regular Meeting.
- Ratify Approval of Pay Application No. 18 to the Construction Contract with Nelson Pipeline Constructors, LLC in the Amount of \$749,998.80 (inadvertently listed as Pay Application No. 8 on previous Agenda).
- Approval of Change Order No. 1 to the Service Agreement for Snow Removal with Consolidated Divisions Inc., dba CDI Environmental Contractor to include snow removal services to the alley lots.

Upon a motion duly made by Director Knopinski, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved the Consent Agenda.

PUBLIC COMMENT There were no public comments.

**CITIZENS
ADVISORY
COMMITTEE
("CAC") MATTERS**

CAC Presentation on Recommendations: None.



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FINANCIAL MATTERS

Schedule of Cash Position as of December 31, 2022, Updated as of February 28, 2023, Accounts Receivable Summaries, Tax Schedules, and Developer Advance Schedule: Following a presentation by Ms. Sutton, upon a motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board accepted the Schedule of Cash Position as of December 31, 2022, updated as of February 28, 2023, the accounts receivable summaries, tax schedules and developer advance schedule.

Payables through March 1, 2023: Ms. Finnegan presented the payables through March 1, 2023 to the Board. Following review, upon a motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved the payables through March 1, 2023, in the amount of \$319,087.01.

CONSTRUCTION MATTERS

Project Manager's Report: Director Lashnits presented the Project Manager's Report and updates.

Task Order No. 10 to the Master Services Agreement ("MSA") with CTL/Thompson, Inc. for Filing 6 Structural Engineering for Custom Inlets in an Amount not to Exceed \$4,000.00: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Task Order No. 10 to the MSA with CTL/Thompson, Inc. for Filing 6 structural engineering for custom inlets in an amount not to exceed \$4,000.00.

Task Order No. 13 to the MSA with KT Engineering, LLC for Staking for Landscaping, Fencing, Field Revisions in an Amount not to Exceed \$12,225.00: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Task Order No. 13 to the MSA with KT Engineering, LLC for staking for landscaping, fencing, field revisions in an amount not to exceed \$12,225.00.

Task Order No. 14 to the MSA with KT Engineering, LLC for Filing 5 Survey Staking in an Amount not to Exceed \$147,590.00: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Task Order No. 14 to the MSA with KT Engineering, LLC for Filing 5 survey staking in an amount not to exceed \$147,590.00.

Engineers Report: Mr. Fowler presented the Engineer's Report to the Board.

PHASE 1 (FILING NOS. 1, 2 AND 3) CONSTRUCTION MATTERS:



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Drainage and Utilities: None.

Roadway Improvements: None.

Grading/Earthwork: None.

Landscape Improvements:

Phase 1: None.

Phase 2: None.

Phase 3: None.

PHASE II (FILING NO. 4) CONSTRUCTION MATTERS:

Grading/Earthwork: None.

Drainage and Utilities:

Pay Application No. 19 to the Construction Contract with Nelson Pipeline Constructors, LLC in the Amount of \$150,000.00: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 19 to the Construction Contract with Nelson Pipeline Constructors, LLC in the amount of \$150,000.00.

Erosion Control:

Change Order No. 6 to the Erosion Control Contract with Pure Cycle for Costs Associated with Maintaining BMP's through October 2023 in the Amount of \$18,500.00: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 6 to the Erosion Control Contract with Pure Cycle for costs associated with maintaining BMP's through October 2023 in the amount of \$18,500.00.

Pay Application No. 8 to the Erosion Control Contract with Pure Cycle Corporation in the Amount of \$67,499.42: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon



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vote, unanimously carried, the Board approved Pay Application No. 8 to the Erosion Control Contract with Pure Cycle Corporation in the amount of \$67,499.42.

Roadway Improvements:

Paving/Asphalt: None.

Concrete/Striping/Signage: None.

Landscape:

Pay Application No. 4 to the Landscape Installation Contract with CDI Environmental Contractor in the Amount of \$63,306: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 4 to the Erosion Control Contract with CDI Environmental Contractor in the amount of \$63,306.

Fencing:

Pay Application No. 3 to the Fencing Installation Contract with Pure Cycle Corporation in the Amount of \$12,706.25: Following discussion, upon a motion duly made by Director Lashnits, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 3 to the Fencing Installation Contract with Pure Cycle in the amount of \$12,706.25.

PHASE II (FILING NO. 5) CONSTRUCTION MATTERS:

Grading/earthwork: None.

Drainage and Utilities:

Notice of Award to American West Construction, LLC for Filing 5 Utilities in an Amount Not to Exceed \$3,863,585.50: Mr. Fowler presented the IDES bid analysis, noting that he had previously recommended to the committee that the CAB engage American West construction, LLC as the lowest responsible bidder for the Filing 5 Utilities work. Following discussion, upon a motion duly made by Director Harding, seconded by Director Knopinski and, upon vote, unanimously carried, the Board ratified approval of the Notice of Award and



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approval of the contract with American West Construction, LLC for Filing 5 utilities in an amount not to exceed \$3,863,585.50 and authorized IDES to work with legal counsel on finalizing the contract.

Erosion Control:

Filing 5 GESC Work Contract Award: Mr. Fowler presented to the Board. He noted that one bid was received from Pure Cycle Corporation and needs to finish his review prior to providing a recommendation. Following discussion, upon a motion duly made by Director Knopinski, seconded by Director Harding and, upon vote, unanimously carried, the Board authorized Director Knopinski to work with IDES to review the recommendation and award the contract, if warranted.

Roadway Improvements:

Paving/Asphalt: None.

Concrete/Striping/Signage: None.

Landscape: None.

LEGAL MATTERS

Executive Session: The Board determined that an Executive Session was not necessary.

COMMUNITY MANAGEMENT / COVENANT CONTROL / OPERATIONS

Community Manager’s Report: Ms. Terrell presented her report to the Board. Two proposals were presented for dog waste removal services. Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved the Pet Scoop, Inc. proposal and authorized Ms. Terrell to obtain a contract. There was further discussion about the frequency of dog waste removal services and the Board determined that the services should occur weekly, for the time being.

OTHER BUSINESS

Quorum for April 14, 2023 Board Meeting: The Board confirmed a quorum for the April 14, 2023 Board meeting. Director Lehman noted that he will not be available for the April meeting.

Intergovernmental Agreement (“IGA”) with Arapahoe County Relative to a 1601 Study: Director Harding reported that he is working with Arapahoe County on an IGA where the County will issue and manage a Request for Proposal for a 1601 Study. Once completed, this will result in a permit to construct a new interchange.

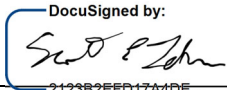


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ADJOURNMENT

There being no further business to come before the Board at this time, following a motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board adjourned the meeting at 9:29 a.m.

Respectfully submitted,

By:  Secretary for the Meeting
DocuSigned by:
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Certificate Of Completion

Envelope Id: 1CB7EF55607F4B2189F4E15586A1574C	Status: Completed
Subject: Complete with DocuSign: Sky Ranch CAB - MINUTES - 03-10-2023 Regular Mtg (CAB) (Final2).pdf	
Client Name: Sky Ranch CAB	
Client Number: A206873-OS09-2023	
Source Envelope:	
Document Pages: 7	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Cindy.Jenkins@claconnect.com
	IP Address: 67.176.12.84

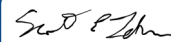
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Status: Original	Holder: Cindy Jenkins	Location: DocuSign
4/17/2023 2:09:41 PM	Cindy.Jenkins@claconnect.com	

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Scott Lehman
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 Security Level: Email, Account Authentication (None)

Signature

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Sent: 4/17/2023 2:13:55 PM
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 Signed: 4/17/2023 2:16:09 PM

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Envelope Sent	Hashed/Encrypted	4/17/2023 2:13:55 PM
Certified Delivered	Security Checked	4/17/2023 2:14:46 PM
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