



RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SKY RANCH COMMUNITY AUTHORITY BOARD (“CAB”) HELD DECEMBER 9, 2022

A regular meeting of the Board of Directors (referred to hereafter as the “Board”) of the CAB convened on December 9, 2022 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, Celeste Terrell, Shauna D’Amato, and Cathee Sutton (for a portion of the meeting); CliftonLarsonAllen LLP (“CLA”)
Suzanne Meintzer, Esq. and Jessie Stamper (for a portion of the meeting); McGeady Becher P.C.
Stan Fowler (for a portion of the meeting); Independent District Engineering Services, LLC (“IDES”)
Cyrena Finnegan and Deb Saya; Pure Cycle Corporation

**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. Ms. Johnson 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 confirmed the presence of a quorum. The Board reviewed a proposed agenda for the CAB’s regular meeting.



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Following discussion, upon a motion duly made by Director McNeill, seconded by Director Lashnits 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 McNeill, seconded by Director Lashnits 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 item under the Consent Agenda:

- Approve Minutes of the November 11, 2022 Regular Meeting.
- Ratify approval of Task Order No. 7 (Filing 1) to the Master Services Agreement ("MSA") with Independent District Engineering Services, LLC ("IDES") for continuation of oversight services in the amount of \$40,000.
- Ratify approval of Task Order No. 3 (Filings 4 and 5) to the Master Services Agreement ("MSA") with Independent District Engineering Services, LLC ("IDES") for continuation of oversight services in the amount of \$100,000.
- Ratify approval of 2023 Landscape Maintenance and Snow Removal Service Agreements with CDI Environmental Contractor.

Upon a motion duly made by Director McNeill, 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 September 30, 2022, Updated as of December 5, 2022, Accounts Receivable Summaries, Tax Schedules, and Developer Advance Schedule: Following a presentation by Ms. Sutton, upon a motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board accepted the Schedule of Cash Position as of September 30, 2022, updated as of December 5, 2022, the accounts receivable summaries, tax schedules and developer advance schedule.

Payables through December 2, 2022: The Board reviewed the payables through December 2, 2022. Following review, upon a motion duly made by Director Knopinski, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved the payables through December 2, 2022, in the amount of \$552,883.90.

Repayment of Developer Note in the Amount of \$100,000.00: The Board discussed and determined to defer action on this item.

CONSTRUCTION MATTERS

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

Task Order No. 4 (Filing 6) to the Master Services Agreement ("MSA") with MPi Designs, LLC for Irrigation Design in the Amount of \$8,455.00: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Task Order No. 4 to the MSA with MPi Designs, LLC for irrigation design services in the amount of \$8,455.00.

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

Cost Certification Report No. 6 – Filing Nos. 1-3 (Revised November 29, 2022) by Independent District Engineering Services, LLC ("IDES") in the Amount of \$546,020.53: Mr. Fowler presented the report. Following discussion, upon a motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved Cost Certification Report No. 6 – Filing Nos. 1-3 by IDES for the additional amount of \$546,020.53.

Cost Certification Report No. 7 – Filing Nos. 1-3 by Independent District Engineering Services, LLC ("IDES") in the Amount of \$112,304.06: Following discussion, upon a motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved Cost Certification Report No. 7 – Filing Nos. 1-3 by IDES in the amount of \$112,304.06.



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

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: None.

Erosion Control:

Change Order No. 4 to the Erosion Control Contract with Pure Cycle Corporation for Costs Associated with Added Scope for Erosion Control Items Near the Academy School Site within Filing No. 4 in the Amount of \$13,157.98: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 4 to the Erosion Control Contract with Pure Cycle Corporation for costs associated with added scope for erosion control items near the Academy School site within Filing No. 4 in the amount of \$13,157.98.

Change Order No. 5 to the Erosion Control Contract with Pure Cycle Corporation for an Annual Erosion Control Maintenance Budget for the Remainder of 2022 through October 2023 in the Amount of \$85,000: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved



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Change Order No. 5 to the Erosion Control Contract with Pure Cycle Corporation for an annual erosion control maintenance budget for the remainder of 2022 through October 2023 in the amount of \$85,000.

Pay Application No. 7 to the Erosion Control Contract with Pure Cycle Corporation in the Amount of \$39,111.50: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 7 to the Erosion Control Contract with Pure Cycle Corporation in the amount of \$39,111.50.

Roadway Improvements:

Paving/Asphalt:

Change Order No. 12 to the Paving Contract with Martin Marietta Materials, Inc. for Costs Associated with Balancing of Monaghan Road, 10th Drive and the Intersection of E. 8th Place & N. Carrie Street in the Amount of \$43,824.58: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 12 to the Paving Contract with Martin Marietta Materials, Inc. for costs associated with balancing of Monaghan Road, 10th Drive and the intersection of E. 8th Place & N. Carrie Street in the amount of \$43,824.58.

Pay Application No. 12 to the Construction Contract with Martin Marietta Materials, Inc. in the Amount of \$40,685.27: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 12 to the Construction Contract with Martin Marietta Materials, Inc. in the amount of \$40,685.27.

Concrete/Striping/Signage:

Change Order No. 6 to the Construction Contract with Premier Earthworks & Infrastructure, Inc. ("PEI") for Costs Associated with the Addition of Six Foot Wide Concrete Sidewalk/Paths through Open Spaces in the Amount of \$20,818.14: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 6 to the Construction Contract with PEI for costs associated with the addition of six foot wide concrete sidewalk/paths



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through open spaces in the amount of \$20,818.14.

Change Order No. 7 to the Construction Contract with Premier Earthworks & Infrastructure, Inc. ("PEI") for Costs Associated with Repairs to Concrete Curb and Sidewalk, Additional Signage and Striping Improvements in the Amount of \$1,206.15: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 7 to the Construction Contract with PEI for costs associated with repairs to concrete curb and sidewalk, additional signage and striping improvements in the amount of \$1,206.15.

Pay Application No. 12 to the Construction Contract with Premier Earthworks & Infrastructure, Inc. ("PEI") in the Amount of \$207,470.73: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 12 to the Construction Contract with PEI in the amount of \$207,470.73.

Landscape:

Pay Application No. 2 to the Landscape Installation Contract with Consolidated Divisions, Inc. in the Amount of \$76,566.94: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 2 to the Landscape Installation Contract with Consolidated Divisions, Inc. in the amount of \$76,566.94.

Fencing:

Change Order No. 1 to the Fence Installation Contract with Pure Cycle Corporation for Costs Associated with the Addition of Six Light Poles and Fixtures at the Communal Mailboxes in the Amount of \$14,197.80: Following discussion, upon a motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Change Order No. 1 to the Fence Installation Contract with Pure Cycle Corporation for costs associated with the addition of six light poles and fixtures at the communal mailboxes in the amount of \$14,197.80.

Pay Application No. 1 to the Fence Installation Contract with Pure Cycle Corporation in the Amount of \$151,888.63: Following discussion, upon a



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motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board approved Pay Application No. 1 to the Fence Installation Contract with Pure Cycle Corporation in the amount of \$151,888.63.

PHASE II (FILING NO. 5) CONSTRUCTION MATTERS:

Grading/earthwork: None.

Drainage and Utilities: None.

Erosion Control: None.

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: The Board reviewed the Community Manager's Report. No action was taken.

OTHER BUSINESS

Quorum for January 13, 2023 Board Meeting: The Board confirmed a quorum for the January 13, 2023 Board meeting. Director Knopinski reported that he probably will not be able to attend the January meeting.

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 Knopinski and, upon vote, unanimously carried, the Board adjourned the meeting at 9:08 a.m.



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Respectfully submitted,

By: _____
Secretary for the Meeting

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Scott Lehman
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