

**CENTERRA METROPOLITAN DISTRICTS NOS. 1-5**

[www.centerra-metro-district.com](http://www.centerra-metro-district.com)

**NOTICE OF REGULAR MEETING AND AGENDA**

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expiration</u></b>
Kim Perry	President	May 2025
David Spaeth	Vice President	May 2023
Josh Kane	Treasurer & Assistant Secretary	May 2025
Abby Kirkbride	Secretary	May 2023
Tim DePeder	Assistant Secretary & Assistant Treasurer	May 2025

**DATE: February 16, 2023 (Thursday)**

**TIME: 1:00 P.M.**

**PLACE: MS TEAMS**

[Click here to join the meeting](#) (Please press the control key and click to access hyperlink)

<https://tinyurl.com/48zjj9sz> (This link can be copied into your web browser)

**+1 720-721-3140; Conference ID: 850 488 53#** (If joining the meeting by phone)

**I. ADMINISTRATIVE ITEMS**

- A. Call to Order.
- B. Declaration of Quorum/Director Qualifications/Disclosure of any potential Conflicts of Interest.
- C. Approval of Agenda. **(Pages 1-2)**
- D. Public Comment. Comments are limited to Three (3) minutes per speaker.

**II. CONSENT AGENDA**

- A. Approval of Minutes – January 19, 2023, Regular Meeting Minutes. **(To Be Distributed Under Separate Cover)**
- B. Ratification of Payables. **(Pages 3-4)**
- C. Ratification of Contract Modifications. **(Pages 5-11)**
- D. Financial Statements as of December 31, 2022. **(To Be Distributed Under Separate Cover)**

**III. CAPITAL INFRASTRUCTURE ITEMS**

- A. District Capital Infrastructure Report and District Project Manager Update. **(Pages 12-17)**
- B. Capital Fund Summary and Capital Needs Assessment Review. **(To Be Distributed Under Separate Cover)**

**IV. FINANCIAL ITEMS**

- A. Finance Manager’s Report. **(To Be Distributed Under Separate Cover)**
- B. Right of Way Maintenance Fee Discussion. **(Page 18)**

Centerra Metropolitan District Nos. 1-5  
February 16, 2023

**V. LEGAL ITEMS**

- A. Consideration of Amendment to 2023 Regular Special District Election Resolution and Setting of Ballot Titles and Ballot Issue Content Therefor. **(To Be Distributed Under Separate Cover)**

**VI. DISTRICT MANAGER ITEMS**

- A. Monthly Operations Update. **(Page 19)**  
B. Consider Approval of Master Services Agreement with High Country Pipe & Utility and Consider Authorization to Execute 2023 Work Order within the Approved 2023 Budget.  
C. District Manager's Report. **(Pages 20-22)**

**VII. ITEMS FROM DIRECTORS**

**VIII. OTHER MATTERS**

- IX. EXECUTIVE SESSION** – if necessary, pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions.

**X. ADJOURNMENT**

\*\*\*The next Regular Meeting is scheduled for  
Thursday, March 16, 2023\*\*\*

Centerra Metropolitan District  
Check/Voucher Register  
From 1/13/2023 Through 1/27/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 011823 001	1/18/2023	Bath Garden Center & Nursery Inc.	Centerra Parcel 504 Phase II	<u>88,304.40</u>
Total ACH 011823 001				88,304.40
ACH 012723 001	1/27/2023	All Sweep, Inc.	Sweeping	<u>1,612.00</u>
Total ACH 012723 001				1,612.00
ACH 012723 002	1/27/2023	Amans Painting LLC	Bridges O&M	<u>7,694.00</u>
Total ACH 012723 002				7,694.00
ACH 012723 003	1/27/2023	Affordable Pest Control	Pest Control	<u>450.00</u>
Total ACH 012723 003				450.00
ACH 012723 004	1/27/2023	Development Planning & Finance Group, Inc	Engineering and Other Prof Services	<u>1,737.75</u>
Total ACH 012723 004				1,737.75
ACH 012723 005	1/27/2023	Environmental Designs, Inc.	Chapungu Snow Removal	3,292.93
ACH 012723 005	1/27/2023	Environmental Designs, Inc.	Manicured Landscaping O&M	35,772.79
ACH 012723 005	1/27/2023	Environmental Designs, Inc.	Site Cleanup	2,383.00
ACH 012723 005	1/27/2023	Environmental Designs, Inc.	Winter Watering	<u>1,012.50</u>
Total ACH 012723 005				42,461.22
ACH 012723 006	1/27/2023	Fiske Electric	Lighting and Electrical O&M	<u>2,381.63</u>
Total ACH 012723 006				2,381.63
ACH 012723 007	1/27/2023	GreenEarth Midwest, LLC	Manicured Landscaping O&M	3,116.67
ACH 012723 007	1/27/2023	GreenEarth Midwest, LLC	Snow Removal	<u>21,584.20</u>
Total ACH 012723 007				24,700.87
ACH 012723 008	1/27/2023	Haynie & Company	2021 Audit	<u>2,500.00</u>
Total ACH 012723 008				2,500.00
ACH 012723 009	1/27/2023	High Plains Environmental Center	Engineering & Other Prof. Services	<u>2,125.00</u>
Total ACH 012723 009				2,125.00
ACH 012723 010	1/27/2023	High Plains Environmental Center	Engineering & Other Prof. Services	<u>750.00</u>
Total ACH 012723 010				750.00
ACH 012723 011	1/27/2023	High Plains Environmental Center	Amenities, Landscaping, Storm Water Facilit	<u>20,276.58</u>
Total ACH 012723 011				20,276.58

Centerra Metropolitan District  
 Check/Voucher Register  
 From 1/13/2023 Through 1/27/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 012723 012	1/27/2023	Icenogle Seaver Pogue, P.C.	Monthly Charges	<u>9,876.23</u>
Total ACH 012723 012				9,876.23
ACH 012723 013	1/27/2023	Pinnacle Consulting Group, Inc.	Finance/Accounting/Facilities/Mgmt/Admin	<u>40,009.64</u>
Total ACH 012723 013				40,009.64
ACH 012723 014	1/27/2023	Special District Association	2023 Membership	<u>1,006.97</u>
Total ACH 012723 014				1,006.97
ACH 012723 016	1/27/2023	SWPPP Colorado, LLC	Storm Water Reporting/Compliance	<u>8,400.00</u>
Total ACH 012723 016				<u>8,400.00</u>
Report Total				<u>254,286.29</u>

# Contract Modifications for Board Ratification

---

## Centerra Metropolitan District No. 1

---

### Boyd Lake Avenue North Landscaping (CEN-BLAN-LAND)

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/24/2022</b>	<i>Modification Amount:</i> <b>\$3,009.00</b>	<i>Contract #:</i> <b>Cnt-01021</b>
<i>Modification Description:</i> <b>Change Order #4</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Regrading and Repair of Irrigation Along Sidewalk Between 3481 Ralston Creek Drive and 3485 Ralston Creek Drive.</b>			<i>Contractor Signed Date:</i> <b>12/29/2022</b>

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/24/2022</b>	<i>Modification Amount:</i> <b>\$1,402.00</b>	<i>Contract #:</i> <b>Cnt-01021</b>
<i>Modification Description:</i> <b>Change Order #5</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Regrade and Sod at Boyd Lake Avenue and Trapper Lake Corner and Repair Irrigation, Edging and Rock at Monument Sign.</b>			<i>Contractor Signed Date:</i> <b>12/29/2022</b>

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/24/2022</b>	<i>Modification Amount:</i> <b>\$2,655.00</b>	<i>Contract #:</i> <b>Cnt-01021</b>
<i>Modification Description:</i> <b>Change Order #6</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Repair Irrigation Lines and Replace Broken Heads Along Boyd Lake Avenue.</b>			<i>Contractor Signed Date:</i> <b>12/29/2022</b>

---

### Centerra Boyd Lake & Kendall Parkway Landscaping (CEN-BLKP-LAND)

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/24/2022</b>	<i>Modification Amount:</i> <b>\$8,917.00</b>	<i>Contract #:</i> <b>Cnt-01105</b>
<i>Modification Description:</i> <b>Change Order #3</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Removal of Silt Fence, Additional Grading Work Along Property Lines, and Additional Weed Control</b>			<i>Contractor Signed Date:</i> <b>12/29/2022</b>

---

**Centerra - General Capital (CEN-CAP)**

<i>Contractor:</i> <b>Felsburg Holt &amp; Ullevig</b>	<i>Modification Date:</i> <b>7 /8 /2022</b>	<i>Modification Amount:</i> <b>\$5,800.00</b>	<i>Contract #:</i> <b>Cnt-01049</b>
<i>Modification Description:</i> <b>Change Order #2</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>	<i>District Signed Date:</i> <b>10/20/2022</b>	
<i>Modification Scope:</i> <b>Additional Services for the Traffic Impact Study for Millennium GDP Amendment</b>			<i>Contractor Signed Date:</i> <b>10/21/2022</b>

**Centerra O&M (CEN-OM)**

<i>Contractor:</i> <b>All Sweep, Inc.</b>	<i>Modification Date:</i> <b>1 /9 /2023</b>	<i>Modification Amount:</i> <b>\$9,000.00</b>	<i>Contract #:</i> <b>Cnt-00550</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>	<i>District Signed Date:</i> <b>1 /10/2023</b>	
<i>Modification Scope:</i> <b>Sweeping, Trash Removal, and Graffiti Monitoring and Removal Services</b>			<i>Contractor Signed Date:</i> <b>1 /11/2023</b>

<i>Contractor:</i> <b>Fiske Electric</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$25,000.00</b>	<i>Contract #:</i> <b>Cnt-00557</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>	<i>District Signed Date:</i> <b>1 /31/2023</b>	
<i>Modification Scope:</i> <b>Lighting and Electrical Maintenance Services</b>			<i>Contractor Signed Date:</i>

<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /16/2023</b>	<i>Modification Amount:</i> <b>\$30,000.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>CO #1 to WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>	<i>District Signed Date:</i> <b>1 /16/2023</b>	
<i>Modification Scope:</i> <b>Snow Removal Services - January 2023-May 2023</b>			<i>Contractor Signed Date:</i>

<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$1,128.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>WO 2023-03</b>	<i>Payment Method:</i> <b>Lump Sum</b>	<i>District Signed Date:</i> <b>1 /10/2023</b>	
<i>Modification Scope:</i> <b>Native Landscape Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>1 /12/2023</b>

---

# Centerra Metropolitan District No. 1

---

7

---

<i>Contractor:</i> <b>High Country Pipe &amp; Utility, Inc.</b>	<i>Modification Date:</i> <b>10/31/2022</b>	<i>Modification Amount:</i> <b>\$1,324.80</b>	<i>Contract #:</i> <b>Cnt-01224</b>
<i>Modification Description:</i> <b>WO 2022-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>11/1 /2022</b>
<i>Modification Scope:</i> <b>Drain Line Jetting and Inspection Services</b>			<i>Contractor Signed Date:</i> <b>11/5 /2022</b>

---

<i>Contractor:</i> <b>High Plains Environmental Center</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$51,710.00</b>	<i>Contract #:</i> <b>Cnt-00699</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Native Landscape Maintenance Services</b>			<i>Contractor Signed Date:</i> <b></b>

---

<i>Contractor:</i> <b>High Plains Environmental Center</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$226,245.00</b>	<i>Contract #:</i> <b>Cnt-00699</b>
<i>Modification Description:</i> <b>WO 2023-02</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Chapungu Park Landscape Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>1 /12/2023</b>

---

<i>Contractor:</i> <b>High Plains Environmental Center</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$30,557.00</b>	<i>Contract #:</i> <b>Cnt-00699</b>
<i>Modification Description:</i> <b>WO 2023-03</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Storm Pond Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>1 /12/2023</b>

---

<i>Contractor:</i> <b>McWhinney Real Estate Services, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$110,000.00</b>	<i>Contract #:</i> <b>Cnt-00560</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Chapungu Park Maintenance Services</b>			<i>Contractor Signed Date:</i> <b></b>

---

<i>Contractor:</i> <b>McWhinney Real Estate Services, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$15,000.00</b>	<i>Contract #:</i> <b>Cnt-00560</b>
<i>Modification Description:</i> <b>WO 2023-02</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Signage and Hardscape Maintenance Services</b>			<i>Contractor Signed Date:</i> <b></b>

---

---

---

# Centerra Metropolitan District No. 1

---

---

8

---

<i>Contractor:</i> <b>McWhinney Real Estate Services, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$56,000.00</b>	<i>Contract #:</i> <b>Cnt-00560</b>
<i>Modification Description:</i> <b>WO 2023-03</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Chapungu Event Programming Services</b>			<i>Contractor Signed Date:</i> 

---

<i>Contractor:</i> <b>McWhinney Real Estate Services, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$1,500.00</b>	<i>Contract #:</i> <b>Cnt-00560</b>
<i>Modification Description:</i> <b>WO 2023-04</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>1 /11/2023</b>
<i>Modification Scope:</i> <b>Storage Facility Services</b>			<i>Contractor Signed Date:</i> 

---

<i>Contractor:</i> <b>Ramey Environmental Compliance, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$3,175.00</b>	<i>Contract #:</i> <b>Cnt-01227</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>1 /16/2023</b>
<i>Modification Scope:</i> <b>Lift Station Maintenance Services</b>			<i>Contractor Signed Date:</i> 

---

<i>Contractor:</i> <b>Ramey Environmental Compliance, Inc.</b>	<i>Modification Date:</i> <b>11/23/2022</b>	<i>Modification Amount:</i> <b>\$785.63</b>	<i>Contract #:</i> <b>Cnt-01227</b>
<i>Modification Description:</i> <b>WO 2022-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>12/5 /2022</b>
<i>Modification Scope:</i> <b>Lift Station Inspection and Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>12/6 /2022</b>

---

<i>Contractor:</i> <b>SWPPP Colorado, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$25,000.00</b>	<i>Contract #:</i> <b>Cnt-00562</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /13/2023</b>
<i>Modification Scope:</i> <b>Storm Structure Inspection, Maintenance, and Reporting Services</b>			<i>Contractor Signed Date:</i> <b>1 /13/2023</b>

---

<i>Contractor:</i> <b>SWPPP Colorado, LLC</b>	<i>Modification Date:</i> <b>1 /17/2023</b>	<i>Modification Amount:</i> <b>\$45,000.00</b>	<i>Contract #:</i> <b>Cnt-00562</b>
<i>Modification Description:</i> <b>WO 2023-02</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /18/2023</b>
<i>Modification Scope:</i> <b>Irrigation Ditch Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>1 /18/2023</b>

---



---

# Centerra Metropolitan District No. 1

---

9

---

<i>Contractor:</i> <b>SWPPP Colorado, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$40,000.00</b>	<i>Contract #:</i> <b>Cnt-00562</b>
<i>Modification Description:</i> <b>WO 2023-03</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /3 /2023</b>
<i>Modification Scope:</i> <b>Right of Way and Field Mowing Services</b>			<i>Contractor Signed Date:</i> <b>2 /3 /2023</b>

---

## Centerra Parcel 301 (CEN-PCL301)

---

<i>Contractor:</i> <b>King Surveyors, LLC</b>	<i>Modification Date:</i> <b>10/13/2022</b>	<i>Modification Amount:</i> <b>\$2,185.50</b>	<i>Contract #:</i> <b>Cnt-00629</b>
<i>Modification Description:</i> <b>CO 1 to WO 2021-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>1 /12/2023</b>
<i>Modification Scope:</i> <b>Additional Survey and Staking Services.</b>			<i>Contractor Signed Date:</i> <b>1 /13/2023</b>

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/12/2022</b>	<i>Modification Amount:</i> <b>\$101,534.00</b>	<i>Contract #:</i> <b>Cnt-01155</b>
<i>Modification Description:</i> <b>Change Order #1</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>10/20/2022</b>
<i>Modification Scope:</i> <b>Landscape and Irrigation Improvements at HWY 34 and Boyd Lake Avenue.</b>			<i>Contractor Signed Date:</i> <b>10/21/2022</b>

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>10/12/2022</b>	<i>Modification Amount:</i> <b>\$11,011.00</b>	<i>Contract #:</i> <b>Cnt-01155</b>
<i>Modification Description:</i> <b>Change Order #2</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>10/20/2022</b>
<i>Modification Scope:</i> <b>Additional Plant Materials and Design Changes Along HWY 34 and Boyd Lake Avenue.</b>			<i>Contractor Signed Date:</i> <b>10/21/2022</b>

---

<i>Contractor:</i> <b>Waterwise Land and Waterscapes, Inc.</b>	<i>Modification Date:</i> <b>12/14/2022</b>	<i>Modification Amount:</i> <b>\$33,023.00</b>	<i>Contract #:</i> <b>Cnt-01155</b>
<i>Modification Description:</i> <b>Change Order #3</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>1 /12/2023</b>
<i>Modification Scope:</i> <b>Redo Landscaping at Highway 34 and McWhinney Boulevard, Additional Native Seeding at Wetland Areas, Redo Soil Prep at Detention Ponds, and Clear and Grub at Detention Ponds.</b>			<i>Contractor Signed Date:</i> <b>1 /12/2023</b>

---

**Parcel 504 Phase II (CEN-PCL504-PH2)**

<i>Contractor:</i> <b>Connell Resources, Inc.</b>	<i>Modification Date:</i> <b>10/26/2022</b>	<i>Modification Amount:</i> <b>\$33,535.45</b>	<i>Contract #:</i> <b>Cnt-01132</b>
<i>Modification Description:</i> <b>Change Order 6</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Revisions to Asphalt Paving per Final Pavement Design, Revisions to Concrete Paving and Demolition Limits per City of Loveland Walk, and Revisions to Concrete Flatwork Quantity Discrepancies from Bid Tab Versus Plan Set.</b>			<i>Contractor Signed Date:</i> <b>12/14/2022</b>

<i>Contractor:</i> <b>Connell Resources, Inc.</b>	<i>Modification Date:</i> <b>11/14/2022</b>	<i>Modification Amount:</i> <b>\$4,499.55</b>	<i>Contract #:</i> <b>Cnt-01132</b>
<i>Modification Description:</i> <b>Change Order #8</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Removal and Replacement of Crosswalk Bars on Centerra Parkway</b>			<i>Contractor Signed Date:</i> <b>12/14/2022</b>

<i>Contractor:</i> <b>Connell Resources, Inc.</b>	<i>Modification Date:</i> <b>11/17/2022</b>	<i>Modification Amount:</i> <b>\$13,050.00</b>	<i>Contract #:</i> <b>Cnt-01132</b>
<i>Modification Description:</i> <b>Change Order #9</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Electrical Service to Fire Pit and Irrigation Controller and Sub-Metering for Light Poles.</b>			<i>Contractor Signed Date:</i> <b>12/14/2022</b>

**Centerra Parcel 504 Phase 2 Landscaping (CEN-PCL504-PH2-LAND)**

<i>Contractor:</i> <b>Bath, Inc</b>	<i>Modification Date:</i> <b>4 /20/2022</b>	<i>Modification Amount:</i> <b>\$24,375.00</b>	<i>Contract #:</i> <b>Cnt-01223</b>
<i>Modification Description:</i> <b>Change Order #1</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>11/30/2022</b>
<i>Modification Scope:</i> <b>Material Price Increase for Offsite and Onsite Landscaping and Irrigation</b>			<i>Contractor Signed Date:</i> <b>12/6 /2022</b>

<i>Contractor:</i> <b>Bath, Inc</b>	<i>Modification Date:</i> <b>12/19/2022</b>	<i>Modification Amount:</i> <b>\$37,175.00</b>	<i>Contract #:</i> <b>Cnt-01223</b>
<i>Modification Description:</i> <b>Change Order #2</b>	<i>Payment Method:</i> <b>Unit Price</b>		<i>District Signed Date:</i> <b>12/20/2022</b>
<i>Modification Scope:</i> <b>Supply and Install Two Firepits</b>			<i>Contractor Signed Date:</i> <b>12/30/2022</b>

---

## Centerra Parcel 504 Phase III (CEN-PCL504-PH3)

---

<i>Contractor:</i> <b>Harris Kocher Engineering Group, Inc.</b>	<i>Modification Date:</i> <b>6 /1 /2022</b>	<i>Modification Amount:</i> <b>\$2,700.00</b>	<i>Contract #:</i> <b>Cnt-00911</b>
<i>Modification Description:</i> <b>CO 2 to WO 2020-02</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>10/10/2022</b>
<i>Modification Scope:</i> <b>Additional Utility Potholing and Staking.</b>			<i>Contractor Signed Date:</i> <b>10/24/2022</b>

---

---

---

## Centerra Precision on the Tracks (CEN-PT)

---

<i>Contractor:</i> <b>Hines Inc.</b>	<i>Modification Date:</i> <b>9 /15/2022</b>	<i>Modification Amount:</i> <b>\$8,400.00</b>	<i>Contract #:</i> <b>Cnt-00921</b>
<i>Modification Description:</i> <b>Work Order #2022-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>10/6 /2022</b>
<i>Modification Scope:</i> <b>Landscape and Irrigation Design Services and Construction Observation Services</b>			<i>Contractor Signed Date:</i> <b>10/12/2022</b>

---

---

To: Centerra Metropolitan District Board of Directors  
From: Pinnacle Consulting Group, Inc.  
Subject: District Capital Infrastructure Project Report  
Board Meeting Date: February 16, 2023

## **BIDDING**

1. Myers Group 5<sup>th</sup> Subdivision Landscaping (CFS #5)
  - The scope includes landscaping and irrigation along Byrd Drive, Precision Drive, and I-25 Frontage.
  - The pre-bid meeting took place on February 3, 2023 with the bid opening scheduled for February 24, 2023. A bid summary will be presented at the March 16, 2023 board meeting.
2. Precision on the Tracks (CFS #17)
  - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Byrd Drive and Precision Drive.
  - The pre-bid meeting took place on February 3, 2023 with the bid opening scheduled for February 24, 2023. A bid summary will be presented at the March 16, 2023 board meeting.
3. Myers Subdivision Landscaping and Sidewalk (CFS #18)
  - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Precision Drive.
  - The pre-bid meeting took place on February 3, 2023 with the bid opening scheduled for February 24, 2023. A bid summary will be presented at the March 16, 2023 board meeting.
4. Kendall Parkway Underpass/Bus Stop Enhancements (CFS #13)
  - The scope includes enhancements to the pedestrian tunnel, landscaping, and irrigation at the mobility hub at Kendall Parkway and I-25.
  - The pre-bid meeting is to take place on March 3, 2023 with the bid opening on March 31, 2023. A bid summary will be presented at the April 20, 2023 board meeting.

## **CONSTRUCTION**

5. Centerra Parcel 301 Public Landscaping (CFS #9)
  - The scope includes landscaping and irrigation adjacent to 15<sup>th</sup> Street and Highway 34.
  - Waterwise Land and Waterscapes has completed all scopes of work except for the installation of the sod in the tree lawn along 15<sup>th</sup> Street which will be installed in the spring of 2023. An initial acceptance walk will be scheduled once the sod has been installed.
6. Parcel 504 Phase 2 Public Infrastructure (CFS #10)
  - The scope includes water, storm sewer, and roadway improvements to Hopper Lane, Kendall Parkway and Sky Pond Drive.

- Connell Resources has completed the installation of all contracted work and is working on scheduling an initial acceptance walk with the City of Loveland.
7. Parcel 504 Phase 2 Public Landscaping (CFS #10)
- The scope includes landscaping and irrigation on Sky Pond Drive, Kendall Parkway, and the Central Green.
  - Bath, Inc. has started construction of the irrigation along Kendall Parkway with completion anticipated in the spring of 2023.

## WARRANTY

8. Boyd Lake Avenue South Landscaping (CFS #7)
- Landscape warranty expires on September 9, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
9. Kendall Parkway and Boyd Lake Avenue Landscaping (CFS #15)
- Landscape warranty expires on September 21, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
10. Parcel 301 Public Infrastructure (CFS #9)
- City streets/storm warranty period expires on January 7, 2024. Final acceptance will be requested in December 2023.
  - City water/sewer warranty period expires on July 29, 2024. Final acceptance will be requested in June of 2024.
11. Boyd Lake Avenue South (Hwy 34 to GLIC) (CFS #7)
- City streets/storm warranty period expires on December 23, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.
  - City water/sewer warranty period expires on March 18, 2023. Final acceptance will be requested in February of 2023.
12. Savanna 5<sup>th</sup> Subdivision Public Infrastructure (CFS #6)
- City streets/storm warranty period expires on December 4, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.
  - City water/sewer warranty period expires on January 4, 2023. Final acceptance will be requested in December of 2022.
13. Northwest Arterial Roadways Ph 2 Public Infrastructure (CFS #4)
- City streets/storm warranty period expired on September 15, 2022. A final acceptance walk took place on November 16, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion
  - City water/sewer final acceptance was received on October 12, 2022.
14. Parcel 504 Public Infrastructure (CFS #3)

- City streets/storm warranty period expired on July 10, 2021. Connell Resources has made correction of the punch list items identified and is awaiting final approval from the City of Loveland.
- City water/sewer final acceptance was received on July 20, 2021.

15. Savanna 2nd/Kendall Parkway Phase 2 (Mainstreet to Rocky Mountain Ave) Public Improvements (CFS #2)

- A final acceptance walk with the City of Loveland for streets/storm has taken place and punch list item have been identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.

Boyd Lake Avenue South Landscaping



Boyd Lake Avenue and Kendall Parkway Landscaping





Centerra Parcel 301





## Centerra Metropolitan District Monthly O&M Report February 2023

### Budget and Contract Notes

- All 2023 regular service vendor contracts have been processed and executed
- Snow removal budget - multiple snow events spanning from 3" - 6" monitoring this operating budget as usage is at 32% through January

### Previous Month Updates

- Savatree completed removal of holiday lights and decorations
- Winter Wonder Lights event continues at Chapungu Park through mid February
- Snow removal operations

### Current Month Updates

- EDI and Green Earth have begun ornamental grass cut backs and other landscape pruning
- Precision Concrete Cutting has completed tripping hazard assessment in various district areas and Chapungu, concrete grinding and replacements where needed will take place in March/April as weather allows
- Farmers ditch maintenance near Jareds/Courtyard to be performed by SWPPP in February or March as weather allows

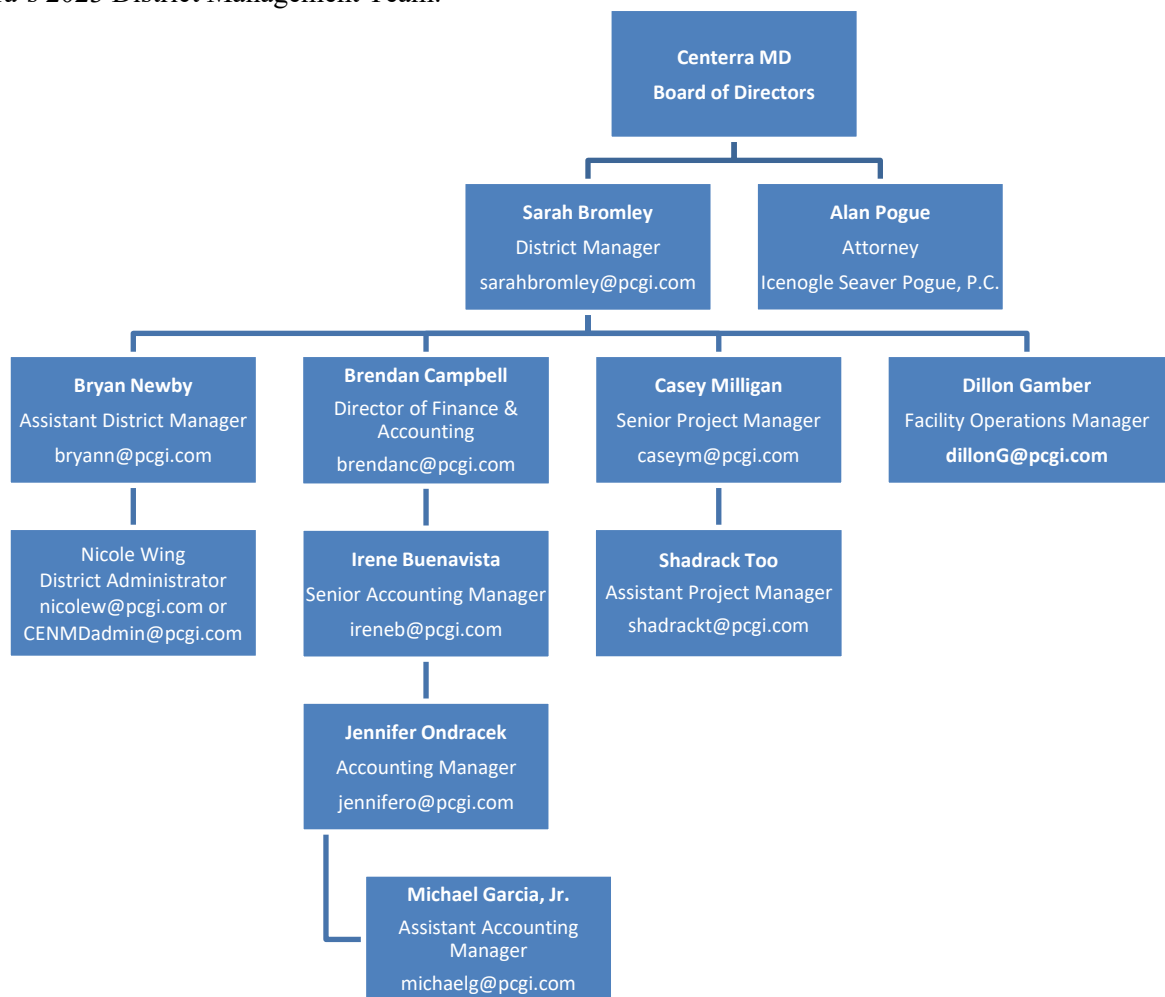




To: Centerra Metropolitan District Board of Directors  
 From: Pinnacle Consulting Group, Inc.  
 Subject: Managers Report  
 Board Meeting Date: February 16, 2023

### General District Matters

- Please contact Sarah Bromley, District Manager, at [sarahbromley@pcgi.com](mailto:sarahbromley@pcgi.com) for any District matters which include operations, Board of Directors relations, financial management, compliance, and constituent relations.
- Centerra's 2023 District Management Team:



Centerra Metropolitan District  
 c/o Pinnacle Consulting Group, Inc.  
 550 W. Eisenhower Blvd., Loveland, CO 80537  
 Phone: 970-669-3611/FAX: 970-669-3612  
 Email: [CENMDadmin@PCGI.com](mailto:CENMDadmin@PCGI.com)

- The District’s management team performed routine matters since the January 19<sup>th</sup> Board meeting. Monthly, District management provides the following services:
  - Adheres to administrative and compliance matters.
  - Processes monthly payables and financial reports.
  - Oversees District budget and operational expenditures.
  - Oversees District operations per the approved Service Plan and District needs.
  - Collaborates with legal counsel on legal matters.
  - Oversee preparation and distribution of board packets including agenda, minutes, reports, contracts, and agreements prior to board meetings.
  - The Manager consistently communicates with the Board including periodic status reports at each board meeting.
- District Management attended the McWhinney Districts Conference Call on February 1<sup>st</sup>.
- 2023 Centerra Key Meeting Dates: The enclosed calendar includes Centerra Board Meetings, McWhinney Districts Coordination Conference Calls, and Onsite Inspections.
- Compliance matters, due dates, and status for the District:

COMPLIANCE MATTERS	RESPONSIBLE	DUE DATE	COMPLETION
Draft 2023 Budgets Distributed to Board of Directors	PCGI	10/15/22	Completed
Property & Liability Insurance Renewals	PCGI	12/01/22	Completed
Mill Levy Certification	PCGI	12/15/22	Completed
Website Compliance	PCGI	12/31/22	Completed
Map Filings	PCGI	01/01/23	Completed
Transparency Notices	PCGI	01/15/23	Completed
File Budget	PCGI	01/31/23	Completed
SDA Membership Renewals	PCGI	03/01/23	Completed
Payables	PCGI/Board	Monthly	Sent to Board third week of the month

- On behalf of Centerra, Kim Perry, and Chason Geister, with Environmental Designs, presented Sustainable Landscape Maintenance Practices at Work at the Pro Green EXPO on February 1<sup>st</sup>.
- Chapungu Park’s Valentine’s Lights will be open to the public from 5:00 p.m. – 9:00 p.m. every evening from February 1<sup>st</sup> – 14<sup>th</sup>.

# 2023 Centerra Metro District

## IMPORTANT DATES

### JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

### MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### Centerra Metro District Nos. 1-5 Board Meetings

*Occurs the third Thursday of every month*

- January 19 | 1:00-2:30 PM
- February 16 | 1:00-2:30 PM
- March 16 | 1:00-2:30 PM
- April 20 | 1:00-2:30 PM
- May 18 | 1:00-2:30 PM
- June 15 | 1:00-2:30 PM
- July 20 | 1:00-2:30 PM
- August 17 | 1:00-2:30 PM
- September 21 | 1:00-2:30 PM
- October 19 | 1:00-2:30 PM
- November 16 | 1:00-2:30 PM
- December 21 | 1:00-2:30 PM

### McWhinney Districts Coordination - Conference Call

MRES/District Managers/Legal Counsel

*Occurs the first Wednesday of every month*

- January 4 | 12:30-2:00 PM
- February 1 | 12:30-2:00 PM
- March 1 | 12:30-2:00 PM
- April 5 | 12:30-2:00 PM
- May 3 | 12:30-2:00 PM
- June 7 | 12:30-2:00 PM
- July 5 | 12:30-2:00 PM
- August 2 | 12:30-2:00 PM
- September 6 | 12:30-2:00 PM
- October 4 | 12:30-2:00 PM
- November 1 | 12:30-2:00 PM
- December 6 | 12:30-2:00 PM

### Onsite Inspections

Districts Facility Manager

Weekly, Wednesdays (Typically)

### OLM Inspections

TBD