



HIGHLANDS RANCH METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
62 W. PLAZA DRIVE
HIGHLANDS RANCH, CO 80129

August 30, 2011

Rick Owens called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:30 pm. The **Pledge of Allegiance** was recited.

Roll call was taken:

BOARD MEMBERS: (Chairman in bold face: * = absence; **=excused absence)

Board of Directors

R. Owens

V. Starkey

A. Dreher

C. Schierholz

N. Smith

A. Stuart

P. Cullen

STAFF:

Terry Nolan, General Manager

Jeff Case, Director, Public Works

Bruce Lebsack, Director, Finance &
Administration

David Hahn, Legal Counsel

Stefanie Quintana, Administrative Assistant

Sherry Eppers, Community Relations
Manager

Stephanie Stanley, Financial Reporting
Analyst

Brian Muller, Park Planning Manager

Forrest Dykstra, Manager Development
Engineering

OTHERS:

D. Vasquez, Metro 5

Chief Mullin, Littleton Fire Rescue

Gregory Terry, HRCA

Mike Magle, M Magle Consulting

Tim Waner, Waner Construction

Curtis Bozich, Waner Construction

Dalton Davis, Semple Brown Design

Elizabeth Huber, DC Libraries

Special Presentations

Chief Mullin gave a presentation to Board members comparing Littleton Fire Rescue with West Metro and South Metro (see addendum). He also distributed a handout showing fire and rescue response times for 2010 and 2011 (see addendum). Chief Mullin indicated that Station 18 now has emergency bicycles for easier access in the BackCountry. Board members discussed response times in Highlands Ranch.

Public Comments or Questions

None

Reaffirmation of Disclosure

No changes

Staff Presentations

Jeff Case gave a presentation to Board members updating them on construction at the Highlands Ranch Mansion (see addendum). Board members discussed the construction plans used to negotiate the GMP including details related to the pavilion roof and flooring and upper level rooms. They also asked questions concerning the availability of future sewer and water service for the Chum Howe House and barns. Jeff Case indicated that the project is still on a reasonable construction schedule.

HRMD – 154

Adopt Resolution No. 11-154

Approve Highlands Ranch Mansion, Appropriation, Change Orders, Consulting and Construction Contracts

Dreher – motion/Starkey – second 7-0 motion passed

Discussion – None

Sherry Eppers gave a presentation to Board members on communications with constituents through the use of social media and more (see addendum). Board members discussed the draft Social Media Policy. Board members recommend establishing a Metro District and Mansion Facebook page consistent with the Social Media Policy as outlined in the presentation.

Motion to adopt the Highlands Ranch Metro District Social Media Policy:

Dreher – motion/Schierholz – second 7-0 motion passed

Board members discussed adding an insert to water bills mailed to residents asking them for their e-mail addresses. Board members directed staff to proceed with the inserts and also ask for resident interest in survey participation.

Bruce Lebsack distributed a handout to Board members with the proposed Highlands Ranch Mansion Discount Fee Request Guidelines (see addendum). Board members requested that staff send the list of HRCA events that are grandfathered in to take place at the Mansion. These events are not subject to the fee discount guidelines although they are subject to the use guidelines previously approved by the Board. Staff will send the guidelines to the HRCA for

their input. Board members will consider the Guidelines for adoption at the September Board meeting.

Discussion Items

Board members discussed the potential for requesting legislation that would allow an alternative revenue source for Fire and Emergency Services in Highlands Ranch. Philip Cullen suggested imposing a sales tax to help fund these services that would allow for reducing the mill levy to create a balance between the two. Staff was directed to research the process, the long-term funding implications and pros/cons of seeking legislation authorizing districts to impose a sales tax with voter approval for fire and emergency services. Staff is to report back to the board before the legislative session begins in January.

Vicky Starkey exited meeting.

The following actions were taken:

- Approval of **Board Meeting Minutes** – 07/26/11, Special Meeting Minutes 07/14/11 and 07/25/11 (**Cullen/Schierholz**) **6-0 motion passed**
- **Receive and Filed** Study Session Minutes – 08/24/11 as amended (**Cullen/Schierholz**) **6-0 motion passed**
- **Public Hearing** – None
- Approval of **Business Agenda** as amended moving HRMD 11-154 to beginning of meeting (**Cullen/Schierholz**) **6-0 motion passed**
- Approved the following **Consent Agenda Items** (**Dreher/Stuart**) **6-0 motion passed**

Consent Business Items may be adopted by a single motion. Any Consent Business Items may be removed at the request of a Director and heard on its respective place on the Agenda.

HRMD – 149

Ratify July 2011 Cash & Investment Transactions including Expenditures

HRMD – 150

Adopt Resolution No. 11-150

Approve Emergency Management IGA

HRMD – 152

Adopt Resolution No. 11-152

Approve 2011 Capital Project Appropriation Rescissions and Adjustments

- Approved the following **General Business** Items:

HRMD – 151

Adopt Resolution No. 11-151

Approve 2011 Parkway Fence Replacement Program, Appropriation and Construction Contract

Dreher – motion/Cullen – second

Motion to Table the item was made as follows

Schierholz – motion/Smith – second 6-0 passed

Motion to reject the bid due to excessive cost

Stuart – motion/Cullen – second 6-0 motion passed

Discussion – As a result of the excessive costs that were contained in this year’s bids, Board members directed staff to review alternatives to the TREX fencing product for future consideration.

HRMD – 153

Adopt Resolution No. 11-153

Approve 2011 Investment Policy Update

Motion to approve amendment to the Investment Policy as summarized on Exhibit A as modified with the deletion of new item #4

Stuart – motion/Cullen – second Schierholz - abstain 5-0 motion passed

Discussion – None

Special Reports

None

Public Comments or Questions

None

Executive Session

Carolyn Schierholz moved that the Metro District Board of Directors go into Executive Session to discuss the Fire and Emergency Services Contract. This is pursuant to 24-6-402(4)(e), C. R. S., “Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators” and pursuant to 24-6-402(4)(b) C.R.S., “Conferences with an attorney for the district for the purpose of receiving legal advice on specific legal questions.”

The motion was seconded by Amy Stuart, passed by the affirmative vote of two-thirds of the quorum present and the issue was thoroughly discussed. **5-0 motion passed Dreher absent for motion**

In attendance:

A. Dreher	T. Nolan
R. Owens	D. Hahn
P. Cullen	B. Lebsack
N. Smith	
C. Schierholz	
A. Stuart	

Executive Session concluded at 9:50 pm.

Adjournment

At 9:50 pm motion to adjourn (Dreher/Schierholz) was declared by Chairman Owens.

Submitted by Stefanie Quintana – September 27, 2011