



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

September 27, 2011

Rick Owens called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:34 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

Maggie Glass, Highlands Ranch Mansion  
Manager

OTHERS:

D. Vasquez, Metro 5

Darren Weekly, DC Sheriff's Office

Sheriff Weaver, DC Sheriff's Office

Fran Santagata, DC Emergency Management

Scott Poulson, HR Resident

Elizabeth Kelson Huber, DC Libraries

Terry Nolan introduced Maggie Glass to Board members as the new Highlands Ranch Mansion Manager.

### **Special Presentations**

Captain Darren Weekly answered questions given to the Douglas County Sheriff's Office by Philip Cullen. Questions included the outcome of two burglary crimes in Highlands Ranch, the percentage of tax dollars used for funding the sheriff's office and the number of patrol cars and license plate readers in Highlands Ranch. Sheriff Weaver indicated that the highest number of car thefts occurs with Hondas and Jeeps. He asked that everyone keep their garage doors locked and personal items out of view in cars.

Fran Santagata informed Board members that the Operation Mountain Guardian exercise was a success. Park Meadows mall was one site for the simulation. Skyridge Medical Center assisted in the event. In January, middle and high school students will be participating in an exercise to test new protocols for school lock down procedures and communication systems. Fran thanked the board for their participation in the Emergency Management IGA.

### **Public Comments or Questions**

Scott Poulson spoke to Board members regarding a vacant lot located in his Westridge neighborhood. He would like to see the lot developed into a park or open space and asked Board members for their assistance in the acquisition process. Board members indicated that they understand the lot to be the property of the Douglas County and designated as a future school site. The Board is not in a financial position to take any initiative or support a park project at this time. Board members suggested that this issue be brought before the Douglas County School Board.

### **Reaffirmation of Disclosure**

No changes

### **Staff Presentations**

None

### **Discussion Items**

None

The following actions were taken:

- Approval of **Board Meeting Minutes** – 08/30/11 (*Cullen/Schierholz*) **7-0 motion passed**  
Workshop Minutes 09/21/11 **6-0-1 motion passed** *Nancy Smith abstained*
- **Receive and Filed** Study Session Minutes – 09/21/11 (*Cullen/Schierholz*) **6-0 1 motion passed** *Nancy Smith abstained*
- **Public Hearing** – None

- Approval of **Business Agenda** (Cullen/Schierholz) *7-0 motion passed*
- Approved the following **Consent Agenda Items** (Dreher/Cullen) *7-0 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 – 155

Ratify August 2011 Cash & Investment Transactions including Expenditures

HRMD – 156

Adopt Resolution No. 11-156

Approve Filing 61B Lot 1B Landscape Reimbursement, Appropriation and Reimbursement

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

None

### **Special Reports**

Bruce Lebsack distributed a revised handout from the August meeting to Board members identifying the proposed Highlands Ranch Mansion Discount Fee Request Guidelines. The handout also shows response to questions from HRCA regarding the August document. A letter will be sent to HRCA with these guidelines. Board members discussed what direct costs means in relation to HRCA grandfathered events. Metro District staff will prepare information to distribute to the HRCA staff to discuss costs.

Rick Owens gave board members suggested agenda items from Greg Terry for the upcoming board to board meeting with HRCA.

Allen Dreher asked for a backup board representative to attend the C-470 Coalition Committee meetings. Rick Owens volunteered.

Vicky Starkey asked Chairman Owens the process for sending questions to guests prior to their presentations at Board meetings. It was agreed that all board members would like to be notified of any correspondence given to presenters prior to board meetings.

Terry Nolan will ask the Chief Mullin and Sheriff Weaver to bring quarterly reports to the board meetings.

### **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 Philip Cullen, passed by the affirmative vote of two-thirds of the quorum present and the issue was thoroughly discussed. **7-0 motion passed**

In attendance:

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

Executive Session concluded at 8:35 pm.

**Adjournment**

At 8:35 pm motion to adjourn (Dreher/Schierholz) was declared by Chairman Owens.

Submitted by Stefanie Quintana – October 25, 2011