



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

December 13, 2011

Rick Owens called the Board meeting of the Highlands Ranch Metropolitan District to order at 5:00 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

P. Cullen

K. O'Sullivan

STAFF:

Terry Nolan, General Manager

Jeff Case, Director, Public Works

Bruce Lebsack, Director, Finance &  
Administration

Carrie Ward, Director, Parks, Recreation &  
Open Space

Stefanie Quintana, Administrative Assistant

David Hahn, Legal Counsel

Sherry Eppers, Community Relations  
Manager

Stephanie Stanley, Financial Reporting  
Analyst

Forrest Dykstra, Manager, Development  
Engineering

OTHERS:

D. Vasquez, Metro 5

Elizabeth Kelsen Huber, DC Libraries

Fran Santagata, DC Emergency Management  
Director

Sheriff Weaver, DC Sheriff's Office

Chief Tim Moore, DC Sheriff's Office

### **Appointment of Director**

Allen Dreher - motion to appoint Kelly O'Sullivan to fulfill remainder of term for the Highlands Ranch Metro District Southwest Region director seat.  
Carolyn Schierholz – second  
5-0 motion passed

### **Oath of Appointed Director**

Oath was administered to Kelly O'Sullivan by Terry Nolan

### **Special Presentations**

Fran Santagata indicated to Board members that the Annual Wildland Exercise will take place in Highlands Ranch. Highlands Ranch residents will be encouraged to volunteer. Douglas County High Schools are currently participating in lockdown drill procedures. A tabletop exercise on these procedures will take place on March 23, 2012.

Chief Tim Moore spoke to Board members on crime statistics. The first half of the year saw crime up 2% in Douglas County. There is an increase in pornography crime arrests and stolen property crimes. The Sheriff's office works with The National Center for Exploited Children to stop pornography crimes. The most common violent crime in Douglas County is domestic violence. Traffic crashes are up 15%. Sheriff Weaver indicated that suicide rates are way up this year. The sheriff's office is currently working on updating their statistic system to provide more detailed data by district.

### **Public Comments or Questions**

None

### **Reaffirmation of Disclosure**

No changes

### **Staff Presentations**

Terry Nolan gave a presentation to Board members outlining the Metro District's 2011 Accomplishments (see addendum).

### **Discussion Items**

None

The following actions were taken:

- Approval of **Board Meeting Minutes** – 11/29/11, Finance Workshop Notes 10/25/11 (**Cullen/Schierholz**) **6-0 motion passed** and Special Meeting Minutes 12/06/11 (as amended to include motion and vote to appoint Kelly O’Sullivan) (**Cullen/Smith**) **6-0 motion passed**
- **Receive and Filed** Study Session Minutes – None
- **Public Hearing** – None
- Approval of **Business Agenda** (**Dreher/Cullen**) **6-0 motion passed**
- Approved the following **Consent Agenda Items** (**Cullen/Schierholz**) **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 – 173

Ratify November 2011 Cash & Investment Transactions including Expenditures

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

HRMD – 174

Adopt Resolution No. 11-174

Approve 2012 Election Matters

**O’Sullivan – motion/Schierholz – second 6-0 motion passed**

**Discussion** – Terry Nolan recommended using the 2010 voter data to remove voters from the permanent voters list and send postcard notification to that affect. Board members approve.

HRMD – 175

Adopt Resolution No. 11-175

Approve 2012 Budget, Certify the 2011 Mill Levy to be Collected in 2012 and

Appropriate Funds

**Cullen – motion/Dreher – second O’Sullivan – abstain Schierholz – nay 4-1-1 motion passed**

**Discussion** – Stephanie Stanley gave a brief presentation to Board members showing modifications to the budget (see addendum). Board Member Schierholz was question on why she voted no. She 1) was opposed to the street light fee; 2) did not expand on what alternative adjustments she would make to the budget; and 3) was not opposed to the mill levy as presented..

HRMD – 176

Adopt Resolution No. 11-176

Approve 2012 Fees Schedules with Fund Balance Designations per GASB 54

**Cullen – motion/O’Sullivan – second O’Sullivan – abstain 5-0-1 motion passed**

**Discussion** – None

HRMD – 177  
Adopt Resolution No. 11-177  
Approve Amend 2011 Budget  
**Cullen – motion/Schierholz – second 6-0 motion passed**  
**Discussion** – None

HRMD – 178  
Adopt Resolution No. 11-178  
Approve Acceptance of Property along Marcy Gulch in Filing 134-A  
**Cullen – motion/Smith – second 6-0 motion passed**  
**Discussion** – None

HRMD – 179  
Adopt Resolution no. 11-179  
Approve Highlands Ranch Mansion Liquor License  
**Cullen – motion/Smith – second 6-0 motion passed**  
**Discussion** – None

HRMD – 180  
Adopt Resolution No. 11-180  
Approve Highlands Ranch Mansion, Appropriation, Construction Contract, Consulting Contract and Change Order  
**Dreher – motion/Cullen – second 6-0 motion passed**  
**Discussion** – Jeff Case gave Board members an update on construction at the Mansion (see addendum).

HRMD – 181  
Adopt Resolution No. 11-181  
Approve Highlands Ranch Historic Park, Appropriation and Transfer  
**Cullen – motion/Schierholz – second 6-0 motion passed**  
**Discussion** – Jeff Case gave a presentation to Board members on planning and shared commitments between the Mansion project and the Historic Park project (see addendum).

HRMD – 182  
Adopt Resolution No. 11-182  
Approve Fire and Emergency Services Contract  
**Dreher – motion/Schierholz – second 6-0 motion passed**  
**Discussion** – None

### **Special Reports**

Terry Nolan invited Board members to the Partnership Douglas County Governments Elected Official Caucus on January 18, 2012. He indicated that Standard & Poors has reaffirmed the Metro District's AA+ rating this year.

Rick Owens complimented staff and board members on the good work and accomplishments throughout the year.

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Kelly O'Sullivan thanked board members for her appointment to the Board.

Nancy Smith suggested topics for the board to board meeting with HRCA.

Allen Dreher indicated that Jeff Case has been working with the C-470 Corridor Coalition and will preview some of that work in the near future.

**Public Comments or Questions**

None

**Adjournment**

At 7:02 pm motion to adjourn (Cullen/Dreher) was declared by Chairman Owens.

Submitted by Stefanie Quintana – January 31, 2012