



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

June 28, 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

Bruce Lebsack, Director, Finance and
Administration

Jeff Case, Director, Public Works

Carrie Ward, Director, Parks, Recreation &
Open Space

Stefanie Quintana, Administrative Assistant

Sherry Eppers, Community Relations
Manager

Forrest Dykstra, Manager, Development
Engineering

OTHERS:

J. Kappes, Metro 5

Joey Tripple, Boy Scouts

Special Presentations

None

Public Comments or Questions

None

Reaffirmation of Disclosure

No changes

Staff Presentations

Jeff Case gave an update to Board members on construction at the Mansion (see addendum). Jeff explained that we intend to use a process referred to as a guaranteed maximum price contract for the interior construction at the mansion. Jeff explained the benefits of using such a process.

Sherry Eppers discussed the new Transparency Portal page on the Metro District web site. Partnership of Douglas County Governments entities are participating in the development of this type of Portal. The format will go through various development stages as we add new items including implementation of a tax rate calculator. Board members would also like to see resident fees included on the transparency page.

Discussion Items

None

The following actions were taken:

- Approval of **Board Meeting Minutes** – 05/31/11 (*Stuart/Starkey*) **6-0 motion passed**
- **Receive and Filed** Study Session Minutes – 06/22/11, Continued Meeting Minutes – 06/18/11 and Retreat Meeting Minutes – 06/18/11 (*Cullen/Starkey*) **6-0 motion passed**
- **Public Hearing** – None
- Approval of **Business Agenda** - Amend to move General Business resolution No. 11-145 ahead of No. 11-142 (*Cullen/Smith*) **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 – 138

Ratify May 2011 Cash & Investment Transactions including Expenditures

HRMD – 139
Adopt Resolution No. 11-139
Approve 2011 Sidewalk Plaza Drive, Appropriation and Contract Purchase Order

HRMD – 140
Adopt Resolution No. 11-140
Approve Highlands Ranch Historic Park, Appropriation

HRMD – 141
Adopt Resolution No. 11-141
Approve Highlands Ranch Mansion, Appropriation, Construction and Consulting Contracts

HRMD – 143
Adopt Resolution No. 11-143
Approve 2011 Personnel Practices & Policies

HRMD – 144
Adopt Resolution No. 11-144
Approve Uniformed Services Employment and Reemployment Act

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

HRMD – 145
Adopt Resolution No. 11-145
Approve Resolution Endorsing Ballot Measure 1A
Stuart – motion/Schierholz – second 6-0 motion passed
Discussion – None

HRMD – 142
Adopt Resolution No. 11-142
Approve Highlands Ranch Mansion Operations - Rates and Personnel
Starkey – motion/Stuart – second
Schierholz – nay Cullen – abstain 4-1-1 motion passed
Discussion – Philip Cullen indicated that he believed we should review the statutory ability of the Metro District to operate the Mansion as a business venture. He requested that a legal opinion letter be written by David Hahn indicating compliance of state law by the Metro District to be put on record. Board members discussed business ventures by other government entities. Amy Stuart indicated that she does not want to spend funds to pay legal counsel to write an opinion letter. She also feels that legal counsel's involvement in meetings and decisions up to the present indicates that the District does have statutory authorization on this issue. Board members determined that a discussion with legal counsel at the next study session with recordation of his comments in the meeting minutes would be sufficient.

Bruce Lebsack showed Board members a graph with the breakdown of Mansion rental fee comparisons for other entities that had previously been show in numeric form (see addendum).

Special Reports

Terry Nolan informed the Board that we have a tentative agreement with RTD to use some of the RTD park-n-ride lot spaces for library employee parking at minimal cost. The HR library has indicated that they are agreeable to the concept and the costs. Terry thanked Philip Cullen for his assistance.

Sherry Eppers asked for volunteers to participate in the July 4th parade. Rick Owens, Amy Stuart and Carolyn Schierholz will all participate.

Rick Owens asked Board members when they would like to schedule a visioning exercise. Staff asked for preparation time before the exercise. Board members discussed scheduling small workshops rather than a single meeting. Board members will discuss further at the July Study Session.

Rick Owens asked Board members to provide topics for the July 14th board to board meeting with HRCA. Suggestions included conducting a joint resident survey, revisiting the recreational portal, and reviewing the organization management structures of both entities. Steve Ormiston was asked to present the annual report on development progress in Highlands Ranch that he prepared for the Douglas County Commissioners at the meeting.

Philip Cullen suggested that the Metro District approve the compilation of a letter to Frank McNulty, Ted Harvey and the SDA requesting a change in law to allow funding for fire and emergency services by sales tax revenue. Rick Owens indicated that this could be an alternate source with specific boundaries. Carolyn Schierholz indicated that she does not feel comfortable going to the voters with this suggestion at this time. Board members agreed to get input on this topic from McNulty and Harvey.

Public Comments or Questions

None

Adjournment

At 8:00 pm motion to adjourn (Starkey/Stuart) was declared by Chairman Owens.

Submitted by Stefanie Quintana – July 26, 2011