



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

July 31, 2012

Vicky Starkey 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

K. O'Sullivan

N. Robinson

STAFF:

Terry Nolan, General Manager

Bruce Lebsack, Director, Finance &
Administration

Jeff Case, Director, Public Works

Carrie Ward, Director, Parks, Recreation &
Open Space

Stefanie Quintana, Administrative Assistant

Stephanie Stanley, Financial Reporting
Analyst

Sherry Eppers, Community Relations
Manager

Nick Adamson, Open Space Supervisor

OTHERS:

J. Kappes, Met 5

Bill Airy, Environmental Media Group LLC
dba Poo Free Parks

Peter Moller, Environmental Media Group
LLC dba Poo Free Parks

Elizabeth Kelsen Huber, DC Libraries

Mike Bailey, HRCA

Special Presentations

Mike Bailey gave an HRCA update to Board members. HRCA has been working together with Bill Dailey and Nick Adamson to review proposed changes to the HRCA guidelines regarding fencing that backs up to open space in Highlands Ranch. The proposed change includes no longer permitting gates in these fences. Carolyn Schierholz asked the process to appeal this change. Residents will be notified 30 days before the proposal goes before the HRCA board. Terry Nolan indicated that prior District boards have approved the concept included in this guideline, but indicated it can be brought back before the current board for review at any time. HRCA and Metro District staff will continue to meet quarterly to discuss any issues at hand. In the past 5 years, home improvement applications have risen. In July, 1680 applications were received. Nick Robinson suggested that HRCA conduct a presentation to the board on residential guidelines.

Nick Adamson and Bill Airy of Environmental Media Group LLC dba Poo Free Parks gave a presentation to Board members on "Poo Free Parks" (see addendum). Metro District staff has recommended in the agenda item to be discussed using this program in Highlands Ranch. The privately operated program currently operates in 8 state park systems and in 6 states nationally. Highlights of the program included: station bag dispensers that hold 900 biodegradable bags and station maintenance that is monitored electronically through an Iphone app by the company. Funding for the initial purchase of the stations is by the District and ongoing operations of the program comes from business sponsors arranged for by the company with a share-back of the sponsor revenue with the District.

Public Comments or Questions

None

Reaffirmation of Disclosure

No changes

Staff Presentations

Carrie Ward gave a presentation and distributed a handout to Board members on the parkway fence replacement program (see addendum). The fence replacement on Broadway from Dad Clark to HR Parkway is not scheduled until 2014-2018. Staff recommends working with Broadway residents to seek a consensus on height of fence between now and when the project is scheduled and replacing with TREX fence when the project is prioritized in the program.

Board members concurred with the staff recommendation to not replace the two rail fence with 6' TREX fence as was requested by three residents at Grouse Point and Broadway until the Broadway project is prioritized in the Fence Replacement Program.

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

HRMD – 145

Adopt Resolution No. 12-145

Approve Poo Free Parks Contract

Dreher – motion/O’Sullivan – second 5-1 motion passed – Schierholz nay

Discussion – Carolyn Schierholz was concerned with the advertisement of sponsors on the poo free station signs. Sherry Eppers will develop a campaign to inform and educate residents on the program and its sponsors. Bill Airy explained that they have not had more than a couple complaints about the advertising and the signs are made to blend in with the surroundings. Public sentiment for this program in other park systems has been positive. The sponsorship program is self-monitored and any advertising not acceptable by Metro District staff can be rejected.

Staff Presentations

Terry Nolan gave a presentation to Board members on 2013 goals for the Metro District (see addendum). The presentation also included assessed value forecast, an update on saving items and impacts for 2013. Staff will bring a process and timeline to the board in August for evaluating options for the Plews and Chum Howe House. Vicky Starkey suggested beginning talks with Douglas County regarding Wildcat Regional Park in 2013. Board members agreed to review alternatives including lease renewal for the Lebsack tennis courts. Staff will present an overview of the options for operating the tennis center to the Board as part of the budget process. Board members agree with recommended goals and directed staff to move forward with the budget process.

Discussion Items

None

The following actions were taken:

- Approval of **Board Meeting Minutes** – 06/26/12 (***Robinson/O’Sullivan***) ***6-0 motion passed***
- **Receive and Filed** Study Session Minutes – None
- **Public Hearing** – None
- Approval of **Business Agenda** (***Dreher/Smith***) ***6-0 motion passed***
- Approved the following **Consent Agenda Items** (***Robinson/Dreher***) ***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 – 143

Ratify June 2012 Cash & Investment Transactions including Expenditures

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

HRMD – 144

Adopt Resolution No. 12-144

Approve Acceptance of Property

Dreher - motion/Robinson – second 6-0 motion passed

Discussion – None

Special Reports

Carrie Ward distributed a handout to Board members identifying repair cost assessment of the June 7th storm (see addendum). Carrie indicated that there is funding available to pay for repairs for a storm of this magnitude.

Carrie Ward distributed a handout to Board members regarding tree removal on Lucent Blvd adjacent to Carlyle Park (see addendum). Staff is in contact with the HOA responsible for the removal of the trees and will discuss replacement and/or reimbursement.

Terry Nolan informed Board members that a luncheon will be held at the Mansion for employees as recognition for their work on the Mansion project. Board members are also invited to the staff luncheon on August 29th. DVDs with photos from the project will be provided to employees. The annual Metro District employee holiday party will also be held at the Mansion on December 1st after the community holiday celebration.

Terry Nolan indicated that a request has been received to rent the Mansion for a boudoir photo shoot. The request could not be responded to in a timely manner and was withdrawn. Staff is researching policies and laws regarding requests for use of the Mansion that may be objectionable including restrictions on the commercial use of photos and videos.

Carolyn Schierholz informed staff that she, Terry Nolan and Bruce Lebsack attended a preliminary budget meeting with LFR and City of Littleton. The next meeting will take place on August 21st. Please contact Carolyn for detailed information.

Carolyn Schierholz indicated that she received a certified letter from a resident describing an incident with a Metro District park ranger and home owner in the open space. The response from Carrie Ward was sent to all Board members.

Allen Dreher invited Board members to participate in a C-470 project conference call on August 2nd at 6:15 pm. Commissioner Repella will participate.

Public Comments or Questions

None

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Adjournment

At 8:28 pm motion to adjourn (Schierholz/Smith) was declared by Vice Chairman Starkey.

Submitted by Stefanie Quintana – August 28, 2012