



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

June 25, 2013

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

N. Robinson

J. Warnick

STAFF:

Terry Nolan, General Manager

Bruce Lebsack, Director of Finance and  
Administration

Jeff Case, Director, Public Works

Carrie Ward, Director, Parks, Recreation &  
Open Space

Diana Schorege, Administrative Assistant

David Hahn, Legal Counsel \*

Sherry Eppers, Community Relations  
Manager

Stephanie Stanley, Financial Reporting  
Analyst

Forrest Dykstra, Manager Development  
Engineering

OTHERS:

Dave Vasquez, Metro 5

Elizabeth Kelsen Huber, DC Libraries

Jen Lester, Philosophy Communication

Randall Erkelens, Philosophy  
Communication

Tony Spurlock, DC Deputy Sheriff

Dave Simonson

Jeff Suntken, HRCA

Petty Zack, HRCA

Brock Norris, HRCA

Christina Caputo, HRCA

Caden Foster, Boy Scout

LeRae Marsik, HR Chamber

Susan & Caleb Kim

Tom Harris, HR Resident

## **Special Presentations**

- Douglas County Sheriff Update – Deputy Spurlock
  - The Sheriff’s office has a new **Wild Land Fire Crew** available to respond to fire in the Highlands Ranch area.
  - A new approach to crime prevention is being tested. “**Data Driven Approach to Crime**” researches historical data to allow the sheriff’s office to schedule more officers at times when it is most needed. This is being tested in the HR Parkway and University area.
  - A **school marshal program** is be implemented at the 48 area elementary schools. Unmarked cars will be travel a continuous route among Douglas County schools to give a higher level of protection.
  - The Douglas County Sheriff’s Office was recognized with the **Triple Crown Award**. This award was established by NSA to recognize those sheriff’s offices, which achieve simultaneous accreditation from the Commission on the Accreditation of Law Enforcement Agencies, the American Correctional Association’s Commission on Accreditation for Corrections and the National Commission on Correctional Healthcare.
  
- Rebranding – Jen Lester and Randall Erkelens from Philosophy Communications (see addendum)
  - The process to identify the core values of the community, develop a tag line, and logo usually takes 7 months.
  - Sherry will take the next step to identify and invite the parties that should be included in the process.
  - Sherry will investigate whether or not there are any legal issues with Shea regarding the current logo.

## **Public Comments or Questions**

None

## **Reaffirmation of Disclosure**

No changes

## **Staff Presentations**

- Business Personal Property Tax Waiver Criteria – Bruce Lebsack (see addendum)
  - County Commissioner, Jill Repella, has asked that Highlands Ranch waive the Business Personal Property Tax as an incentive for new businesses to locate in Highlands Ranch.
  - Bruce presented the impacts to the District related to waiving revenue the District would otherwise receive from this tax.
  - The Board decided that it will not issue a broad waiver for this tax. It will, however, evaluate a waiver of this tax on a case by case basis. Terry Nolan will convey this message to Jill.

**Discussion Items**

- Rick Owens reminded the Board that there are two additional meetings in July. A Board to Board with HRCA and the Highlands Ranch Chamber of Commerce meeting on July 15<sup>th</sup> from 4:00-7:00 p.m. and a Board to Board with HRCA on July 23<sup>rd</sup> starting at 6:00 p.m. No location has been set for these meetings.
- E-mails regarding questions posed to the Littleton Fire Department will be forwarded by Carolyn to Board members after the Fire Chief has had the opportunity to respond.

The following actions were taken:

- Approval of **Board Meeting Minutes** – 05/28/13 (*Warnick/Starkey*) **7-0 motion passed**
- **Receive and Filed** Study Session Minutes – 06/19/13 and Special Meeting Minutes 6/12/13 and 6/19/13 (*Starkey/Robinson*) **7-0 motion passed**
- **Public Hearing** – A public hearing was opened at 6:33 pm for the Inclusion of Filing 118-R. There were no comments. Public hearing was closed at 6:33 pm.
- **Business Agenda** - no change
- Approved the following **Consent Agenda Items** (*Dreher/Starkey*) **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 – 140

Ratify May 2013 Cash & Investment Transactions including Expenditures

HRMD – 141

Adopt Resolution No. 13-141

Approve 2013 Investment Policy Update

HRMD – 143

Adopt Resolution No. 13-143

Approve Highlands Ranch Mansion Additional Storage, Appropriation

HRMD – 144

Adopt Resolution No. 13-144

Approve McArthur Ranch Road Warranty Repairs, Contract Purchase Order

HRMD - 145

Adopt Resolution No. 13-145

Approve 2013 roadway Warranty Repairs Broadway/Wildcat Reserve, Appropriation and Contract Purchase Order

**General Business Items:**

None

**Special Reports**

Carolyn Schierholz handed out a summary of the Littleton Fire Rescue – EMS Division Transport Update (see addendum).

**Public Comments or Questions**

None

**Adjournment**

At 8:30 pm motion to adjourn (**Robinson/Dreher**) was declared by Chairman Owens.

Submitted by Diana Schorege – July 30, 2013