Addendum documents can also be viewed at
http://highlandsranch.org
or
http://intranet.highlandsranch.org/default.aspx

- Northridge Park presentation
- Big Dry Creek aerial view
- Communication regarding lobbyist Mary Kay Hogan
- Potential agenda items
- Personnel Practices and Policies presentation
Addendum No. 1

from January 2015

Highlands Ranch Metro District

Study Session
Northridge Park

- First park built in Highlands Ranch – 1982
- Staff assessment in 2012
Issues Identified

- Deteriorating and non-ADA compliant restrooms and concessions
- Aging landscape, playground and shelter
- Deteriorating irrigation system
- Sports field drainage problems and fence safety
- Six-foot trails, too narrow for maintenance access
- Congested parking and access

Current Programming

Metro District
- 3 – 4 practice / game fields
- Shelter (100+ capacity)

HRCA
- Recreation Center
- Tennis Pavilion
- Pool
Benefits of Renewal

- ADA compliance
- Field improvements
- Landscape renovation
- Park entry improvements
- Maintenance accessibility (trails)
- Irrigation efficiencies
- Improved safety / emergency access
- Parking and access improvements
- Potential for increased programming of shelter

Current Parking Capacity

- Three lots - 352 spaces
  - Recreation Center
  - Events
  - Sports fields
  - Park users
Drop-Off Area
Contingent on HRCA Funding

Option A – 71 Parking Spaces
Option B – 28 Parking Spaces

Option C – Field Renewal Only
Proposed Development Phases

- **Phase 1 – 2015**
  - Restroom improvements $70,000
  - Playground and landscape improvements $35,000
  - Trail widening $10,200
  - Irrigation improvements $50,000
  - Traffic study $5,000
  - Design (10%) $17,000
  - Contingency (15%) $25,600
  
  **TOTAL** $212,800

- **Phase 2 – 2016**
  - Studying three options
  - Recommendation contingent on 2015 traffic study and funding

---

Phase 2 – 2016

Recommendation contingent on 2015 traffic study and funding

<table>
<thead>
<tr>
<th></th>
<th>Option A</th>
<th>Option B</th>
<th>Option C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Parking</td>
<td>71 Spaces</td>
<td>28 Spaces</td>
<td>0 Spaces</td>
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<tr>
<td>Ballfield Realignment</td>
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<td>✓</td>
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<tr>
<td>Remaining Irrigation</td>
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<td>✓</td>
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<tr>
<td>Replace Outfield Fence</td>
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<td>✓</td>
<td>✓</td>
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<tr>
<td>Re-grade / Repair Field</td>
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<td></td>
<td>✓</td>
</tr>
<tr>
<td>Phase 2 – Range of Costs</td>
<td>$685,000</td>
<td>to $239,000</td>
<td></td>
</tr>
</tbody>
</table>
Funding Sources

Funding source for Phase 1
• Major Repair Fund: $135,000 in 2015 budget

Potential funding sources for Phases 1 & 2
• GOCO Grant: March application, June notification
• Highlands Ranch Park & Recreation Foundation: Pending request

Potential funding source for Phase 2
• Highlands Ranch Community Association: Pending traffic study and request

Recommended Action

2015 – Proceed with Phase 1
• Confirm funding
• Public Information Process
• Restrooms
• Playground / Entry
• Trail Improvements
• Initiate / Review Traffic Study
• Recommend 2016 Phase 2 Option

2016 – Complete Phase 2 Option
Questions & Comments
Addendum No. 2
from January 2015
Highlands Ranch Metro District
Study Session
Addendum No. 3
from January 2015
Highlands Ranch Metro District
Study Session
Terry Nolan

From: MK Hogan <mkeyhogan@gmail.com>
Sent: Wednesday, January 21, 2015 4:13 PM
To: Terry Nolan
Subject: Following up

Terry,
I apologize but I have been at the capital since early this morning and have not had a chance to get back to my laptop and send you some biographical material or a proposal.

In short, I have been lobbying at the Colorado general assembly for about 16 years now. Four these years were spent as the legislative director for Governor Ritter. I continue to work closely with the Hickenlooper administration and my clients hire me to lobby both Republicans and Democrats. My local government experience includes having worked for the Colorado municipal league Colorado counties and I currently have a contract with the special districts.

There are a couple of ways you can approach in lobbying contract for a single piece of legislation. The first is to simply decide on a flat fee for work on the bill. This is what most lobbyists well quote and the market range will be between $10-$25,000 depending on how controversial the bill is.

This is the easiest route but I do not think it is the most fair to a client in your situation (public sector).

The second option is to do a monthly fee arrangement that is payable as long as the bill is in the legislative process until it is signed by the governor. Most obvious to book with you between 3,000 and 5000 per month for this.

In my opinion, the most advantageous way that a public entity could go about hiring someone for one piece of legislation is to agree on a ceiling for the legislative work and break the payment down into distinct sections payable on a monthly basis. I would suggest you consider a cap of $8,000 to run the bill, and break it into four sections of payment: 2,000 for house committee, 2,000 for house floor work, 2,000 for senate committee, 2,000 for senate floor. If the bill does not go to the next step (e.g., house to senate), the contract ends as does the payment schedule. For the lobbyist this ensures that we get paid for the work we do lobbying each segment of the bill and for the client make sure you’re not on the hook should something go wrong and the bill does not move forward through the entire process.

I would remind you that with a freshman sponsor and an issue that is somewhat complicated to explain this will take substantial time to lobby. I think your sponsor has great legislative experience, do not get me wrong — the difference is that people in their last term just have a range of relationships with their colleagues that the new people don’t have yet, and that makes getting a bill through the process easier with long-term legislative relationships.

Let me know your thoughts.

Mary Kay Hogan
Grayling
Colorado Office
Direct 303-229-7407
Addendum No. 4
from January 2015
Highlands Ranch Metro District
Study Session
2015 Board Retreat
Potential Agenda Items

3. Service Plan – What are we authorized to do.
4. Future of Highlands Ranch - What will the District be doing in 10, 15 and 20 years?
5. Tri-cycle forecast review. How are we doing financially?
6. Priority Based Budgeting.
7. Survey Results/ESCI Fire and Emergency Services Study Results.
8. Long Range Plan
   a. Enhanced fire/emergency services 20
   b. Accelerate fence replacement 23
   c. Accelerate monument replacement 34
   d. Senior services 36
   e. Wildcat Regional Park 45
   f. Toepfer Park Expansion 49
   g. Historic Park 49
   h. Big Idea (Commons, Ice)
9. Future Water Conservation mandates and the impact on landscaping
10. Fire and Emergency Services Authority/District options.
Addendum No. 5

from January 2015

Highlands Ranch Metro District

Study Session
PART-TIME PLUS (Page 6)

**Full-time employees**
- Individuals who work 40 hours or more per week.

**Part-time employees**
- Individuals working 20 or more, but 28 or less hours per week.

**Part-time plus employees**
- Individuals working 32 or more, but less than 40 hours per week.
Health Care Reform (Page 6)

- New Health Care Reform language added.

Additions to Protected Statuses (Page 7)

- The following statuses were added:

  - Military status
  - Sexual orientation
  - Age
  - Race
  - Sex
  - Color
  - Religion
  - National origin
  - Disability
  - Genetic information
**Group Insurance Premium Detail (Page 9)**

Group insurance detail was extracted from Section III and was converted to its own, easily updatable appendix.

Appendix C can be found on page 51.

**APPENDIX C – GROUP INSURANCE PREMIUM DETAIL**

A. General

A general description of the shared amount is as follows:

**Employee coverage**
- Regular full-time employees: Must participate in a group insurance plan. The District contributes 100% of the premium related to the employee's share of coverage.
- Regular part-time employees: Participation in the group plan is optional. If coverage is elected by the part-time employee, the District contributes 80% of the premium related to the employee's share of coverage. Life and disability insurance is provided at no cost.
- Regular part-time employees: Participation in the group plan is optional. If coverage is elected by the part-time employee, the District contributes 50% of the premium related to the employee's share of coverage. Life and disability insurance is provided at no cost.

**Dependent coverage**
- Regular full-time employees: The District contributes a percentage of the dependent premium. After considering the amount of the premium contributed by the District, the remaining premium will be assessed to the employee electing dependent coverage and deducted from bi-weekly paychecks.
- Regular part-time employees: The District contributes 80% of the premium related to the dependent premium paid for regular full-time employees for the same coverage. After considering the amount of the premium contributed by the District, the remaining premium will be assessed to the employee electing dependent coverage and deducted from bi-weekly paychecks.
- Regular part-time employees: May elect dependent coverage, but must pay 100% of the premiums related to the coverage.

Contributions are as defined in the benefit documents and may be amended from time to time in the budget.

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**Deferred Compensation Plan (Page 11)**

- Opt-out language added
- The District requires auto-enroll at 3% with the ability of the employee to opt-out
Changes to Other Paid Time Off Section (Pages 18-21)

- Extended illness pay changed to allow employees to use it to care for a family member when all other types of PTO are exhausted.
- Practice of employees going to the Board to carryover more than 320 hours of vacation discontinued.
- Unused personal leave hours to be paid upon separation (up to 16 hours maximum).
- Practice of employees going to the Board to request unpaid personal leave of absence of more than 30 days discontinued.

Changes to Employment Cycle Section (Pages 22-24)

- Eliminate specific suspension criteria.
- Expand supervisor responsibility on suspensions.
- Eliminate Appeals Process.
District Property (Page 28)

- Section IX, Subsection A:
  - "The District also reserves the right, without prior notice to search its premises thoroughly at any time and to conduct a search of any person, suppliers, vendors, or couriers entering or leaving the premises. The District may deny entry to anyone refusing to submit to a search."

- "Search of a person" presents privacy issues.

Substance Abuse Policy (Pages 38-43)

- Updates to include additional language on Colorado's Amendment 64.
- (Page 41)
Section recommended to be added (Page 17)

- Colorado Family Care Act
  - The Colorado Family Care Act (FCA) was effective August 7, 2013.
  - The Act allows eligible employees to take up to 12 weeks of leave to care for parties to civil unions and domestic partners with serious health conditions.

Questions?