



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

February 23, 2016

Vicky Starkey called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:30 p.m. **The Pledge of Allegiance** was recited.

**Roll call** was taken

**Board of Directors:** (Chairman in bold face: \* = absence; \*\*= excused absence)

**Rick Owens** \*\*

Vicky Starkey

Allen Dreher

Carolyn Schierholz

Nancy Smith

Renee Anderson

Jim Worley

**Staff**

Bruce Lebsack, Director of Finance & Administration

Jim Collins, Attorney

Jeff Case, Director of Public Works

Carrie Ward, Director of Parks, Recreation & Open Space

Stephanie Stanley, Financial Reporting Analyst

Sherry Eppers, Community Relations Manager

Forrest Dykstra, Manager of Developmental Engineering

Camille Mitchell, Administrative Assistant

**Others**

Jeff Kappes, Highlands Ranch Metro District No. 5

Christopher Armstrong, Littleton Fire Chief

Wendy and Nick Zizka, residents of Highlands Ranch

**Special Presentations**

The quarterly update of the Littleton Fire Rescue was presented by Chief Armstrong.

**Public Comments or Questions**

None

**Reaffirmation of Disclosure**

No changes

**Staff Presentations**

None

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**Discussion Items**

None

**Approval of Board Meeting Minutes – 01/27/2016 (Worley/Anderson) 5-0-1 Allen Dreher abstained - motion passed**

**Received and Filed (Dreher/Schierholz) 6-0 motion passed**

Study Session Minutes – 02/17/2016

Continued January Board Meeting Minutes – 02/17/2016

**Public Hearing**

None

**Approval of Business Agenda (Worley/Dreher) 6-0 motion passed**

**Approved the following Consent Agenda Items (Dreher/Smith) 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 – 107

Ratify January 2016 Cash & Investment Transactions including Expenditures

HRMD – 108

Adopt Resolution No. 16-108

Approve 2016 Open Space Trail Maintenance Mowing contract

HRMD – 110

Adopt Resolution No. 16-110

Approve Appropriation and contracts for Northridge Park Renewal Phase 1 restroom construction

HRMD – 112

Adopt Resolution No. 16-112

Approve 2016 Capital Project Appropriation Rescissions and Adjustments

**General Business Items**

HRMD – 111 (Dreher/Schierholz) 6-0 motion passed

Adopt Resolution No. 16-111

Approve Mansion roof replacement appropriation and contract

***(Addendum 1)***

**Special Reports**

District Staff: None

Legal Council: None

Chairperson: None

Individual Directors:

Carolyn Schierholz initiated a discussion on the following topics:

1. Review of the Project Tracker Report. Carolyn suggested the following amendments:
  - a. Add C-470 monument renovation (*the board agreed even though it will not occur in 2016*)
  - b. Add the Broadway median improvements (*these improvements are already included as part of the University Median Renovation Project which has already had a Board Communication approved. It will not be added separately but the name will be changed to reflect both medians*)
  - c. Elevating the priority level of parkway improvements (*staff advised that these are miscellaneous projects that occur year to year and do not rise to the same level of prioritization*)
  - d. Followed-up on the request to improve the appearance of the southeast corner of Highlands Ranch Parkway and Broadway and to add it to the Project Tracker (*Bruce commented that this would be a future budget item for consideration and, as such, is not yet ready for tracking*)
2. Suggested Metro host a social event at the Mansion for our partners. The Board agreed it was a good idea and asked the staff to coordinate this event.
3. Carolyn asked what the Board would like her to contribute at the next Fire Partners Committee regarding a proposal that would effectively require full amendment and rewrite of the 2012 agreement.. It was recommended that:
  - a. We still need a written communication that would define a general framework for such an amendment.
  - b. Any such framework should give careful consideration to:
    - i. How the budget process and other decision making would be structured
    - ii. How the voting on expenditures will be conducted

**Public Comments or Questions**

None

**Adjournment**

At 7:19 p.m. motion to adjourn (*Worley/Schierholz*) was declared by Vice Chair Starkey

Submitted by Camille Mitchell – February 24, 2016