



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

March 29, 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**

Terry Nolan, General Manager

Kathryn Winn, Attorney

Bruce Lebsack, Director of Finance & Administration

Jeff Case, Director of Public Works

Carrie Ward, Director of Parks, Recreation & Open Space

Stephanie Stanley, Financial Reporting Analyst

Sherry Eppers, Community Relations Manager

Camille Mitchell, Administrative Assistant

**OTHERS**

Tony Spurlock, Douglas County Sheriff

Alice Bradburn and Kiffrey Rasmusson, Highlands Ranch Residents

**Special Presentations**

Sheriff Tony Spurlock gave a quarterly update for the Douglas County Sheriff department.

**Public Comments or Questions**

Alice Bradburn thanked the board for their service to the community.

**Reaffirmation of Disclosure**

No changes

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### **Staff Presentations**

Dirk Ambrose addressed the feasibility of landscape conversion to the southeast corner of Broadway and Highlands Ranch Parkway. After hearing the presentation, the Board asked staff to investigate the following items and bring back more options.

- a. Sharing irrigation infrastructure with the church that is adjacent to the open space property
- b. Consider other landscaping options
- c. Include estimated costs

This project has not been funded in the current 2016 budget so staff will present a budget request for the 2017 budget. (*Addendum 1*)

### **Discussion Items**

- Terry Nolan presented Littleton Fire Rescue's request to exempt Lockheed/Meadowbrook calls from the expense allocation formula. This will preclude the City and the LFPD from paying a larger share of the budget because of the calls generated in these areas. This is appropriate because the City and the LFPD are paying the costs for Station 19 which will serve these areas. The board gave their consent to not include the calls in the operations portion of the formula.
- Brian Muller presented staff's suggested fence replacement areas for 2017/18 and 2019/20. The board approved the timeline, but recommended changing the area priorities as follows:
  - The section along Dad Clark be moved to the 2019/20 schedule
  - The South University and Quebec sections be moved to the 2017/18 scheduleThese alterations will be evaluated as part of the 2017 budget process. (*Addendum 2*)
- Discussed potential date for the visioning workshop. The board concurred with the staff recommendations that the earliest this could be scheduled is in June on a Saturday. Date options will be sent out.
- Brian Muller gave a status update on the Broadway median project. This large project will be bid as one landscape project with awarding the contract in June and starting work in July. Staff was asked to bring back conceptualls of this project.
- Brian Muller gave a status update on the entry monuments timeline and the C470 monuments.
  - The week of April 18<sup>th</sup> the six monuments will have the updated logos and lettering installed. Once the installations are complete, staff will install the up-lighting.
  - Wall monuments – we will get a proposal from Gordon Signs for the wall monument work which will not include masonry work
  - Anticipate bids for demolition of the furthest east and west C470 monuments in the fall.
  - All stone will be salvaged from the demolition to be reused for repairs to the two remaining C470 monuments
- Carolyn requested that the damage to the monument at C470 just east of Broadway receive temporary repairs until the projected updates are complete.
- Jeff Case gave a status report on the Cheese Ranch channel stabilization.
- The Board discussed the Fire Partners Social and concluded that there will be an agenda and that they would like it in late June or early July.

**Approval of Board Meeting Minutes – 02/23/2016 (Anderson/Worley) 6-0 motion passed**

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**Received and Filed**

HRCA/HRMD Joint Board Meeting Minutes – 02/25/2016 (*Anderson/Schierholz*) 5/0/1 motion passed. *Allen Dreher abstained*

**Public Hearing**

None

**Approval of Business Agenda** (*Schierholz/Smith*) 6/0 motion passed

**Approved the following Consent Agenda Items** (*Worley/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 - 113

Ratify February 2016 Cash & Investment Transactions including Expenditures

**General Business Items**

HRMD – 109 (*Dreher/Worley*) 6-0 motion passed

Adopt Resolution No. 16-109

Approve Highlands Ranch Outdoors Plan

*A motion was made to amend the Highlands Ranch Outdoors Plan (Schierholz/Smith, 6-0 motion passed) with the following changes:*

*From Carolyn:*

- *Adding Board priorities to chapter 1, page 7*
- *Adding Entry monuments to Parkway Section list of responsibilities*
- *Editing Parkway Section Overview to reflect condition of parkway landscape*
- *Add updated Entry Monuments and Medians to 2015 – 2018 Strategic Plan*
- *Edit 2015 – 2016 Strategic Plan to reflect Wildcat Regional Park lower in priorities*

*From Renee:*

- *Make sure that new Pickleball Courts and programs are added in the appropriate areas of the HRO Plan*
- *Renee asked if the staffing information was included in the Open Space Section Overview and stated that she would send an email to Carrie with her specific recommendation for editing this information.*

HRMD – 114 (*Anderson/Worley*) 6-0 motion passed

Adopt Resolution No. 16-114

Approve April 15, 2016 as Arbor Day

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HRMD – 115 (*Dreher/Worley*) 6-0 motion passed

Adopt Resolution No. 16-115

Approve Acceptance of property from Englewood

HRMD – 116 (*Dreher/Schierholz*) 6-0 motion passed

Adopt Resolution No. 16-116

Approve Dedication of Right-of-Way to Douglas County for Quebec/Lincoln improvements

*Renee asked staff to confirm they have conducted outreach to the residents that will be impacted by the associated construction*

HRMD – 117 (*Dreher/Smith*) 6-0 motion passed

Adopt Resolution No. 16-117

Approve Channel Stabilization East Marcy Gulch south of Wildcat appropriation

HRMD – 118 (*Dreher/Schierholz*) 6-0 motion passed

Adopt Resolution No. 16-118

Approve West Big Dry Creek Cresthill Lane to C470 channel stabilization appropriation and contract (***Addendum 3***)

*Recommendations for construction will be brought to the board in late summer*

HRMD – 119 (*Dreher/Anderson*) 6-0 motion passed

Adopt Resolution No. 16-119

Approve Highlands Ranch Mansion 2016 rental rates

### **Special Reports**

District Staff:

1. Bruce gave an update on the progress of refinancing the debt
  - a. Only Metro 2 and Metro 3 outstanding debt will be refinanced at this time.
  - b. It is anticipated that we will close on May 13<sup>th</sup> with the interest rate currently estimated at 2%
  - c. Net present value savings will be almost 10% of value
2. General Manager received approval to send an email response to a resident's inquiry.

Legal Council:

1. Kathryn Winn addressed the ramifications of using an electronic forum for communicating with multiple board members. The board was not receptive to instituting an electronic forum.

Chairperson: None

Individual Directors:

1. Renee followed up on the sign at Promenade being installed on Metro property in a utility easement. It was determined there was a previous agreement to install the sign and that all liability for the sign rests with the owner of the business center.
2. Renee commended Xcel for their prompt response in fixing a streetlight.
3. Board members discussed a few of the aspects of the proposed Xcel gas regulator station and it was determined that further discussion will be postponed until the staff has completed the process of looking for a more favorable location.

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**Public Comments or Questions**

Kiffrey Rasmussen indicated that one of the citizen questions for Xcel was how much it will cost Xcel to insure the Xcel gas regulator station. He also stated there were still a lot of unknowns regarding the Xcel gas regulator station.

**Adjournment**

At 8:55 p.m. motion to adjourn (*Dreher/Schierholz, 6-0 motion passed*) was declared by Vice Chair Vicky Starkey

Submitted by Camille Mitchell – April 5, 2016