



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

May 31, 2016

Rick Owens called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:33 p.m. **The Pledge of Allegiance** was recited.

Roll call was taken

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

Jim Worley

Vicky Starkey

Allen Dreher

Carolyn Schierholz**

Nancy Smith

Renee Anderson

Rick Owens

STAFF

Terry Nolan, General Manager

Jim Collins, Attorney

Bruce Lebsack, Director of Finance & Administration

Jeff Case, Director of Public Works

Carrie Ward, Director of Parks, Recreation & Open Space

Stephanie Stanley, Financial and Budgeting Analysis Manager

Sherry Eppers, Community Relations Manager

Forrest Dykstra, Manager of Developmental Engineering

Camille Mitchell, Administrative Assistant

OTHERS

Chief Christopher Armstrong, Littleton Fire Rescue

Jeff Kappes, Maribelle Metropolitan District No. 1

Highlands Ranch resident McKenna Eppers

Wildcat Ridge residents: Paul Hoffey, Irene Resnick, Patty and Terry Martin, Patricia Mather,

Joanna Culbertson, and Kristina Keer

Election of Officers (*Owens/Smith*) 6-0 motion passed

Motion to elect the following to office:

Jim Worley, Chairman

Vicky Starkey, Vice Chairman

Allen Dreher, **Treasurer**

Comment [BL1]: I am not sure whether or not we need to list all of the others or acknowledge at least the others as Assistant Secretaries

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Special Presentations

Chief Armstrong gave a quarterly update for Littleton Fire Rescue. (*Addendum 1*)

Public Comments or Questions

Paul Hoffey spoke to the board about the East Big Dry Creek prairie dog colony requesting a reduction in their numbers per District policy, moving them toward the center of their designated area and reseeded. Joanne Culbertson also spoke on this topic and complimented Nick Adamson for his courteousness.

Carrie Ward and staff will evaluate this issue and report back in 1-2 months.

Reaffirmation of Disclosure

Jim Worley filed an updated conflict of interest letter with the Secretary of State and Highlands Ranch Metropolitan District. (*Addendum 2*)

Staff Presentations

None

Discussion Items

None

Approval of Board Meeting Minutes – 04/26/2016 (*Anderson/Owens*) *6-0 motion passed*

Received and Filed

Study Session Minutes – 05/25/2016 (*Starkey/Dreher*) *6-0 motion passed*

Public Hearing

A Public Hearing on the Proposed 2016 Budget Amendment was open for public comments at 7:08 p.m. There were no comments. Public Hearing was closed at 7:09 p.m.

Approval of Business Agenda (*Starkey/Owens*) *6-0 motion passed*

Approved the following Consent Agenda Items (*Starkey/Anderson*) *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 – 123

Ratify April 2016 Cash & Investment Transactions including Expenditures

HRMD – 124

Adopt Resolution No. 16-124

Approve and ratify 2015/2016 Parkway Fence Replacement Project Schedules A and B change orders and final payment and acceptance and release of retainage

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HRMD – 125
Adopt Resolution No. 16-125
Approve appropriation and contract purchase order for Fairview Sidewalk

HRMD – 126
Adopt Resolution No. 16-126
Authorize General Manager to execute Grant of Easement Agreements with the Centennial Water and Sanitation District and Plum Valley Heights Sub-district of the Roxborough Water and Sanitation District

HRMD – 127
Adopt Resolution No. 16-127
Approve change order and final payment and acceptance and release of retainage for Upper Marcy Gulch channel stabilization

HRMD – 129
Adopt Resolution No. 16-129
Approve amendment to Highlands Ranch Water and Wastewater Agreement

HRMD – 130
Adopt Resolution No. 16-130
Approve Backcountry landscape reimbursement

HRMD – 131
Adopt Resolution No. 16-131
Approve 2016 Capital Project Appropriations, Rescissions and Adjustments

General Business Items

HRMD – 128 (*Starkey/Owens*) 6-0 motion passed
Adopt Resolution No. 16-128
Receive and file the 2015 Audited Financial Statements
(**Addendum 3**)

HRMD – 132 (*Anderson/Owens*) 6-0 motion passed
Adopt Resolution No. 16-132
Approve appropriation and contract for East Big Dry Creek Quebec to Highlands Ranch boundary channel stabilization
(**Addendum 4**)

HRMD – 133 (*Owens/Starkey*) 6-0 motion passed
Adopt Resolution No. 16-133
Approve amended 2016 Budget and Appropriation

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Special Reports

District Staff:

- Sherry Eppers brought up two items for the Board to consider:
 1. Sherry and her staff proposed we celebrate the Highlands Ranch 35th anniversary with a time capsule that would be placed in Civic Green Park during the Summer Sunset Concert. The Board approved. (*Addendum 5*)
 2. Sherry asked if the Board would like to have an entry in the 4th of July parade. Allen Dreher and Renee Anderson committed to participating and, schedule permitting, Rick Owens will also.
- Stephanie Stanley gave a year-to-date financial update.
- Bruce provided a graphic summary of the history of earning credits and service charges that Wells Fargo has given/charged the District. As a result of the decreasing earnings and increasing costs the District will be sending out a Request for Proposals for banking services.

Legal Council: None

Chairperson:

- Jim Worley thanked Rick Owens for his dedicated service as Chairman of the Board.
- June 10, 2016 is the Metro & HRCA Board to Board meeting.

Individual Directors: None

Public Comments or Questions

None

Executive Session (*Starkey/Owens*) 6-0 motion passed

Motion to move to an Executive Session regarding personnel matters per §24-6-402(4)(f), C.R.S. at 7:31 p.m. and closed at 8:26 p.m.

Comment [BL2]: Date is in conflict with adjournment as you probably know since it is in red.

Adjournment

At 8:27 p.m. motion to adjourn (*Anderson/Dreher*) was declared by Chairman Worley

Submitted by Camille Mitchell – June 1, 2016