



HIGHLANDS RANCH METROPOLITAN DISTRICT  
STUDY SESSION MINUTES

The Board of Directors of the Highlands Ranch Metropolitan District met for a study session on Wednesday, November 16, 2016 in the District boardroom and opened the meeting at 6:35 p.m.

**ATTENDANCE** (Chairman in bold face: \* = absent \*\*=excused absence)

**BOARD OF DIRECTORS**

**J. Worley**  
A. Dreher  
V. Starkey  
C. Schierholz  
N. Smith  
R. Anderson  
R. Owens

**STAFF**

Terry Nolan, General Manager  
Carrie Ward, Director of Parks, Recreation and Open Space  
Jeff Case, Director of Public Works  
Sherry Eppers, Community Relations Manager  
Stephanie Stanley, Financial and Budgeting Analysis Manager  
Forrest Dykstra, Manager of Developmental Engineering  
Camille Mitchell, Administrative Assistant

**OTHERS**

None

**GUEST PRESENTATIONS**

None

**PUBLIC COMMENT**

None

**STAFF PRESENTATIONS**

None

**DISCUSSION ITEMS**

- Items on the Project Tracker were discussed. Results by line number referenced on the Project Tracker distributed at the November 16, 2016 Study Session were:
  1. Line 3, Fire & emergency services – additional medic units
    - a. Clarify under ‘Project Description’ that this is for two additional medic units

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2. Line 5, Fire & emergency services – additional fire station
    - a. Board would like to see the completion estimate date moved up to the earlier projection date of 2018; the range having been set as 2018-2020.
    - b. Carolyn Schierholz will present the need to our partners and seek their support and commitment for the operations and maintenance requesting a letter of intent or a memorandum of understanding.
    - c. Until such commitment is received the current completion estimate will remain December 2020
  3. Line 6, Senior Services and Facility Feasibility Study
    - a. Project funded in 2017
    - b. The process of getting Request for Proposals (RFP), selecting a consultant qualified for the scope of the project, and reaching out to stakeholders will begin in January
    - c. As the project gets traction, staff will come back to the Board with a more concise time frame for an estimated project completion date
  4. Line 11, Central Park – Park planning
    - a. No due date can be assigned yet due to necessary input from other partners
  5. Line 16, Fairview (Cherry Hills Community Church) sidewalk
    - a. Waiting on Douglas County for approval of permits
  6. Line 19, University and Broadway Median Renovation
    - a. Estimated completion date will be moved to the end of November 2017
  7. Line 20, Park Improvements – Diamond K Playground
    - a. This project is complete
  8. Line 21, Park Improvements – Falcon Park Restroom
    - a. Work is still in progress
  9. Staff was directed to put Master Plan priority numbers in the ‘Project Description’ field of the Project Tracker
- Jeff Case updated the Board on the progress of the repair of the Historic Park windmill.
  - Terry Nolan updated the Board on the progress of the proposed ice arena.
  - Carolyn asked the Board if they would be interested in having the three fire chiefs who are involved in the discussions of potential unification of Littleton Fire Rescue with South Metro Fire Rescue come and speak to them. The Board agreed it would be beneficial.
  - Renee Anderson requested that a representative of the Douglas County Youth Initiative be invited to give a presentation to the Board on their program. Staff will extend the invitation for the early part of 2017.

## AGENDA ITEMS

HRMD – 167 (*Consent*)

Ratify October 2016 Cash & Investment Transactions including Expenditures

HRMD – 168 (*Consent*)

Adopt Resolution No. 16-168

Approve 2016 Capital Project Appropriation Rescissions and Adjustments

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HRMD – 169 (*Consent*)  
Adopt Resolution No. 16-169  
Approve 2017 Compensation Plan Guide

HRMD – 170 (*Consent*)  
Adopt Resolution No. 16-170  
Approve 2017 Study Session and Board Meeting Schedule  
*Board made changes to the October Study Session and Board meetings as follows:*

- *There will be no Study Session in October*
- *The Board meeting will be moved to Wednesday, October 25<sup>th</sup>*

HRMD – 171 (*Consent*)  
Adopt Resolution No. 16-171  
Approve 2017 Holiday Schedule

HRMD – 172 (*General*)  
Adopt Resolution No. 16-72  
Approve Inclusion of Lot 1A and Tract B in Filing 156, 1<sup>st</sup> Amendment

**COMMENT**

None

Meeting concluded at 7:20 p.m.