



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

November 29, 2016

Jim Worley 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)

Jim Worley

Vicky Starkey

Allen Dreher

Carolyn Schierholz

Nancy Smith

Renee Anderson

Rick Owens

STAFF

Terry Nolan, General Manager

Jeff Case, Director of Public Works

Carrie Ward, Director of Parks, Recreation & Open Space

Stephanie Stanley, Financial and Budgeting Analysis Manager

Cammie Ellis, Human Resources Manager

Forrest Dykstra, Manager of Developmental Engineering

Camille Mitchell, Administrative Assistant

OTHERS

Chief Christopher Armstrong, Littleton Fire Rescue

Candy Siderius, Mountain States Employers Council

Special Presentations

- Chief Armstrong gave a Littleton Fire Rescue (LFR) quarterly review. Topics covered were:
 1. Response times have improved and meet the contracted response time criteria. They continue to strive to improve response times.
 2. They are using a new program to 'scrub' the data in order to provide emergent response times.
 3. Stations No. 12 and No. 18 have medic units which operate 7 days per week, 12 hours per day.
 4. There is still a need for another medic unit at Station No. 14, but currently LFR does not have the staff to man another truck. Littleton is looking at new ways to recruit and train the paramedics they need.
 5. LFR senior staff is working with South Metro Fire Rescue and Cunningham Fire Rescue on a possible unification. They are hoping to have a proposal in the second quarter of 2017.

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6. LFR offered their modeling services to aid in the decision on the location of Station 20.
 7. LFR recently received a new 4-door medic unit.
 8. LFR has secured a discount for the new medic unit that will be ordered in 2017 for Station 18.
- Candy Siderius from Mountain States Employers Council gave a presentation on executive compensation survey process. The Board was provided a spreadsheet indicating the recommended ranges for the executive employees. (***Addendum 1***)

Public Comments or Questions

None

Reaffirmation of Disclosure

No changes

Staff Presentations

- Stephanie Stanley gave a presentation on the new Financial Dashboard that should launch in January 2017. She also demonstrated the various user-friendly attributes of the dashboard. (***Addendum 2***) The Board enthusiastically supported this new capability.
- Terry Nolan gave a presentation, *2016 – A Look Back*, highlighting some of the District's achievements for the year. (***Addendum 3***)

Discussion Items

None

Approval of Board Meeting Minutes (*Dreher/Anderson*) 7-0 motion passed

Board Meeting minutes – 10/25/2016

Special Board Meeting minutes 11/05/2016

Received and Filed (*Owens/Dreher*) 7-0 motion passed

Budget Workshop notes 11/05/2016 – *amended per Board direction*

Finance Workshop notes 11/16/2016

Study Session minutes 11/16/2016

Public Hearing

The public hearing was open at 7:48 p.m. for the following subjects

- 2017 Proposed Budget, Appropriation and Certification of Mill Levy
- Proposed increases to the pass-through water and wastewater rates from Centennial Water and Sanitation District for 2017
- Proposed Stormwater fee increase
- Proposed revisions to the 2016 Budget
- Inclusion of Lot 1A and Tract B in Highlands Ranch Filing 156, 1st Amendment
- Petition for exclusion from Mirabelle Metro District No. 1

The public hearing was closed at 7:49 p.m. There were no comments or objections from the public.

Approval of Business Agenda (*Starkey/Schierholz*) 7-0 motion passed

Approved the following Consent Agenda Items (Dreher/Schierholz) 7-0 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 – 167

Ratify October 2016 Cash & Investment Transactions including Expenditures

HRMD – 169

Adopt Resolution No. 16-169

Approve 2017 Compensation Plan Guide

HRMD – 170 (*Changes made per Board direction*)

Adopt Resolution No. 16-170

Approve 2017 Study Session and Board Meeting Schedule

HRMD – 171

Adopt Resolution No. 16-171

Approve 2017 Holiday Schedule

General Business Items

HRMD – 168 (*Schierholz/Starkey*) 7-0 motion passed

Adopt Resolution No. 16-168

Approve Capital Project Appropriation Rescissions and Adjustments

HRMD – 172 (*Anderson/Schierholz*) 7-0 motion passed

Adopt Resolution No. 16-72

Approve Inclusion of Lot 1A and Tract B in Filing 156, 1st Amendment

HRMD – 173 (*Owens/Dreher*) 7-0 motion passed

Adopt Resolution No. 16-173

Approval of Petition for Exclusion from Mirabelle Metro District No.1

Special Reports

District Staff: None

Legal Counsel: None

Chairperson: None

Individual Directors:

- Renee Anderson will be out of town for the December 12, 2016 Board meeting.
- Rick Owens expressed his concern regarding the accuracy of the data received from Littleton Fire Rescue (LFR) regarding response times. He also expressed his concern regarding LFR's difficulty in filling open paramedic positions.

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Public Comments or Questions
None

Adjournment

At 8:06 p.m. motion to adjourn (*Dreher/Starkey*) was declared by Chairman Worley