



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

December 12, 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.

**Tour Ambulance**

The newly acquired ambulance purchased by the District was available for touring.

**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

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

Brian Muller, Park Planning Manager

Camille Mitchell, Administrative Assistant

**OTHERS**

Jon Klassen, CWSD Water Conservation and Efficiency Coordinator

**Special Presentations**

None

**Public Comments or Questions**

None

**Reaffirmation of Disclosure**

No changes

***Board Meeting Minutes***  
***December 12, 2016***  
***Page 2***

**Staff Presentations**

Jeff Case gave a presentation on streetlight cellular antenna monopoles along arterials in Highlands Ranch and community design standards. (***Addendum 1***) Staff recommended the following:

- Maximum 20-inch diameter pole
- Maximum 24-inch diameter antenna shroud
- Streetlight arm remains at 35 feet
- Total pole height not to exceed 50 feet
- Full notification to neighbors adjacent to pole on conversion of existing sites or new sites
- Resolution to be presented in January

**Discussion Items**

None

**Approval of Board Meeting Minutes – 11/29/2016** (*Owens/ Dreher*) *6-0 motion passed*

**Received and Filed**

None

**Public Hearing**

None

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

**Approved the following Consent Agenda Items** (*Owens/Dreher*) *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 - 174

Ratify November 2016 Cash & Investment Transactions including Expenditures

**General Business Items**

HRMD – 175 (*Starkey/ Dreher*) *6-0 motion passed*

Adopt Resolution No. 16-175

Approve Final Payment and Acceptance and Release of Retainage and ratify Change Order No. 1 for Diamond K Park playground (***Addendum 2***)

HRMD – 176 (*Starkey/Schierholz*) *6-0 motion passed*

Adopt Resolution No. 16-176

Approve appropriation of funds and reimbursement to Douglas County School District for Shea Stadium turf replacement

**Board Meeting Minutes**

**December 12, 2016**

**Page 3**

HRMD – 177 (*Dreher/Schierholz*) 6-0 motion passed

Adopt Resolution No. 16-177

Approve Final Payment and Acceptance and Release of Retainage for Falcon Park parking lot

HRMD – 178 (*Schierholz/Starkey*) 6-0 motion passed

Adopt Resolution No. 16-178

Approve Retirement Board actions – citizen representative and approve restated IGA agreement

HRMD – 179 (*Schierholz/Starkey*) 6-0 motion passed

Adopt Resolution No. 16-179

Approve 2017 Fees Schedules with fund balance designations per GASB 54

HRMD – 180 (*Schierholz/Dreher*) 6-0 motion passed

Adopt Resolution No. 16-180

Approve 2016 Budget amendments

HRMD – 181 (*Dreher/Starkey*) 6-0 motion passed

Adopt Resolution No. 16-181

Approve 2017 Budget, Certify 2016 mill levy to be collected in 2017 and appropriate funds

*Jim Worley thanked the finance staff for a job well done on the 2017 budget.*

**Special Reports**

District Staff:

- Terry Nolan thanked the Board for another year of excellent service.

Legal Counsel: None

Chairperson: None

Individual Directors:

- Board members Smith and Schierholz made a request to extend the summer water budget due to the unseasonably warm, dry weather. Water conservation expert, Jon Klassen, spoke to the Board about the actual winter watering needs, which are far less than the perceived needs. He also explained the various resources Centennial Water and Sanitation District (CWSD) provide the customer for wise water consumption which include
  - Water conservation e-newsletter
  - Water Wise guide mailed to every resident and posted on the CWSD's website
  - On every water bill there is a water use budget for the current and next month's water consumption.

The Board majority did not support extending the summer water budget.

**Public Comments or Questions**

None

***Board Meeting Minutes***  
***December 12, 2016***  
***Page 4***

**Executive Session**

At 7:31 p.m. a motion was made to move to an executive session per §24-6-402(4)(f), C.R.S. regarding personnel matters. (*Starkey/Schierholz*)

At 8:33 p.m. a motion was made to move out of the executive session. (*Schierholz/Smith*)

**Adjournment**

At 8:34 p.m. motion to adjourn (*Dreher/Schierholz*) was declared by Chairman Worley