



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

February 28, 2017

Jim Worley called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:00 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

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

Cammie Ellis, Human Resources Manager

Forrest Dykstra, Manager of Developmental Engineering

Camille Mitchell, Administrative Assistant

**OTHERS**

Chief Christopher Armstrong, Littleton Fire Rescue

Tom & Diane Di Rito, Claudia & Chris Swanson, Michael Mrozowicz, Tara & Nathan Smith - residents of Highlands Ranch

**Special Presentations**

1. Terry introduced Tom and Diane Di Rito, Highlands Ranch residents and active volunteers in the community. Tom and Diane Di Rito presented their outline for the Monday, May 29th Memorial Day service at the Highlands Ranch Veterans Monument. The service begins at 11:45 a.m. The Board thanked Tom and Diane for their many contributions to the community. (*Addendum 1*)
2. Chief Armstrong gave a Littleton Fire Rescue update. Topics discussed were:
  - a. Current challenges of hiring and retaining qualified dispatchers

- b. LFR's proposed solution to dispatcher staffing challenge is to contract dispatch services with MetComm/South Metro Fire Rescue. (*Addendum 2*)
- c. LFR requested Board approval to move forward with more detailed negotiations with MetComm/South Metro. The Board supports this solution and approved moving forward with negotiations for dispatch services.
- d. LFR has hired ten more firefighters to begin training March 10<sup>th</sup>. This will fill the currently budgeted positions and anticipated attrition for the year.
- e. Chief updated the Board on the possible unification discussions. South Metro Fire Rescue stated they can provide 2 additional fire stations and 30 more firefighters in Highlands Ranch for 9.25 mils.

**Public Comments or Questions**

None

**Reaffirmation of Disclosure**

No changes

**Staff Presentations**

None

**Discussion Items**

None

**Approval of Board Meeting Minutes** – 01/31/17 (*Starkey/Schierholz*) 7-0 motion passed

**Received and Filed**

Study Session Minutes – 02/22/17 (*Anderson/Schierholz*) 6-0-1 motion passed, *Owens abstained*.

**Public Hearing**

None

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

**Approved the following Consent Agenda Items** (*Owens/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 – 110

Ratify January 2017 Cash & Investment Transactions including Expenditures

HRMD – 112

Adopt Resolution No. 17-112

Approve a consultant contract for ADA Transition Plan

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HRMD – 113

Adopt Resolution No. 17-113

Approve change order, ratify amendment, and final payment for Pipe 51 Phase II

HRMD – 114

Adopt Resolution No. 17-114

Approve appropriation of funds, IGA amendment, and ratification of amendment for West Big Dry Creek Cresthill Lane to C-470 channel stabilization

HRMD – 115

Adopt Resolution No. 17-115

Approve 2017 Cell Site Lease Rate Schedule

HRMD – 116

Adopt Resolution No. 17-116

Approve an increase in appropriation and authorization to execute contract for Highlands Ranch Historic Windmill

HRMD – 117

Adopt Resolution No. 17-117

Approve Capital Project appropriation, rescissions and adjustments

**General Business Items**

HRMD – 111 (*Owens/Dreher*) 6-1 motion passed, *Schierholz* voted against resolution.

Adopt Resolution No. 17-111

Approve appropriation for Redstone Skate Park and Contract Purchase Order

**Special Reports**

District Staff: None

Legal Counsel:

Jim Collins apprised the board of a potential conflict of interest in the fire partners' unification discussions siting:

1. Bob Cole of Collins Cockrel & Cole serves both South Metro Fire Rescue and Cunningham Fire Rescue as their legal counsel.
2. Bob Cole is involved in the unification discussions.

Bob Cole has been involved in past unification discussions and is well qualified to represent the group as a whole; therefore, Jim Collins recommended to the board:

1. Authorize the General Manager to execute a conflict of interest letter and
2. Authorize the General Manager to secure special counsel

A motion to authorize General Manager Terry Nolan to execute a conflict of interest letter and to engage special counsel was made. (*Dreher/Schierholz*) 7-0 motion passed

Chairperson: None

Individual Directors: None

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**Public Comments or Questions**

None

**Executive Session** (*Owens/Schierholz*) 7-0 motion passed

At 7:03 p.m. a motion to move to an Executive Session for the purpose of discussing personnel matters per §24-6-402(4)(f), C.R.S. was made by board member Owens, seconded by Schierholz. The Executive Session concluded at 7:54 p.m.

**Adjournment**

At 7:55 p.m. motion to adjourn (*Starkey/Anderson*) was declared by Chairman Worley.