



HIGHLANDS RANCH METROPOLITAN DISTRICT
STUDY SESSION MINUTES

The Board of Directors of the Highlands Ranch Metropolitan District met for a study session on Wednesday, August 23, 2017, in the District boardroom and opened the meeting at 6:10 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
M. Dickerson

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
Cammie Ellis, Human Resources Manager
Brian Muller, Park Planning and Facilities Manager
Camille Mitchell, Administrative Assistant

OTHERS

Fire Chief Christopher Armstrong and Division Chief Jeff Tasker of Littleton Fire Rescue
Twenty-five firefighters from Littleton Fire Rescue

GUEST PRESENTATIONS

Chief Armstrong gave a quarterly review of response time and other metrics. He also discussed the 2018 proposed budget.

1. Major budget requests and priorities
 - a. Battalion Chief
 - b. Fire Inspectors, inspections and possible fee for inspections
 - c. Capital requests for apparatus and equipment

The City of Littleton has not included the request of additional employees for a Battalion Chief and fire inspectors in their initial 2018 budget. (*Addendum 1*)

PUBLIC COMMENT

None

STAFF PRESENTATIONS

Cammie Ellis gave a review of the District’s compensation plan. Topics covered were:

1. Compensation goals
2. Process Timeline
3. Method of calculating structure
4. Wage progression matrix

(Addendum 2)

DISCUSSION ITEMS

- The project tracker was discussed resulting in a change to the Senior Services and Facility Feasibility Study comments column. The change to read, “Anticipate consultant draft report Sept. 29th, review & final report Oct 31st, and present to board in Nov.”
- A Fire and Emergency Services workshop was scheduled for September 11th at 5:00 p.m.
- Board members discussed and updated the Board member liaison assignments. The changes are:
 1. Liaison to Highlands Ranch Community Association - Nancy Smith and Mark Dickerson
 2. Liaison to the Chamber of Commerce Highlands Ranch - Mark Dickerson

AGENDA ITEMS

HRMD – 142 (*Consent*)
Ratify July 2017 Cash & Investment Transactions including Expenditures

HRMD – 143 (*Consent*)
Adopt Resolution No. 17-143
Approve appropriation for Fox Creek Restroom replacement

HRMD – 144 (*General*)
Adopt Resolution No. 17-144
Approve inclusion of Filing 158, all lots, tracts and streets

HRMD – 145 (*Consent*)
Adopt Resolution No. 17-145
Approve acceptance of property from Douglas County

HRMD – 146 (*Consent*)
Adopt Resolution No. 17-146
Approve Capital Project appropriation rescissions and adjustments

COMMENTS

Renee Anderson:

1. Attended the Douglas County Open Data meeting and noted they are developing a central website where governmental agencies can post information.

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2. Highlands Ranch Park and Recreation Foundation invites participants to their September 25th Golf Tournament fund raiser and to the Western Winter Gala to be held in February 2018.
3. Centennial Water and Sanitation District working on establishing their 2018 water rates.
4. Invited board members to attend the Special Business meeting of the Board of Commissioners of Douglas County to be held in Castle Rock on September 19th at 1:30 p.m.

Meeting concluded at 7:54 p.m.