



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

August 29, 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

Mark Dickerson

**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

Sherry Eppers, Community Relations Manager

Cammie Ellis, Human Resources Manager

Camille Mitchell, Administrative Assistant

**OTHERS**

Charlie Propernick and Liz Lambert, Bonfils Blood Center

Alex Dewind, Highlands Ranch Herald

Jacob Stauber, High Line Canal Conservancy

**Public Comments or Questions**

None

**Reaffirmation of Disclosure**

No changes

**Staff Presentations**

Carrie Ward gave an update on Phase II of the High Line Canal Conservancy Vision Plan outlining four major components (*Addendum 1*):

1. Existing Conditions and Gap Analysis
2. Framework and zone plan definition
3. Landscape design guidelines
4. Signage and wayfinding plan

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Stephanie Stanley provided a financial forecast update. (***Addendum 2***)

Stephanie Stanley provided a Priority Based Budget update. She outlined the scoring quartiles based on the Board's results statements.

**Special Presentations**

Jim Worley presented a check to Charlie Propernick of Bonfils Blood Center. The check for \$3,434.90 represented the proceeds from the District's annual Ice Cream Social fund raising event. Charlie thanked the District. Jim thanked the volunteers and staff for making the Ice Cream Social such a huge success.

**Discussion Items** (*Dreher/Dickerson*) *5-0 motion passed*

Board made a motion to recommend and approve the nomination of Terry Nolan to serve on the Colorado Special Districts Property and Liability Pool Board of Directors.

**Approval of Board Meeting Minutes** (*Anderson/Dreher*) *5-0 motion passed*

- Board Meeting Minutes July 25, 2017
- Special Board Meeting Minutes August 1, 2017

**Received and Filed** (*Dickerson/Dreher*) *5-0 motion passed*

- Study Session Minutes August 23, 2017

**Public Hearing**

A Public Hearing opened at 6:34 p.m. regarding the Highlands Ranch Filing 158 including all lots, tracts and streets. There were no comments from the public. The Public Hearing closed at 6:35 p.m.

**Approval of Business Agenda**

**Approved the following Consent Agenda Items** (*Dreher/Dickerson*) *5-0 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 – 142

Ratify July 2017 Cash & Investment Transactions including Expenditures

HRMD – 143

Adopt Resolution No. 17-143

Approve appropriation for Fox Creek Restroom replacement

HRMD – 145

Adopt Resolution No. 17-145

Approve acceptance of property from Douglas County

HRMD – 146

Adopt Resolution No. 17-146

Approve Capital Project appropriation rescissions and adjustments

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**General Business Items**

HRMD – 144 (*Dickerson/Dreher*) 5-0 motion passed

Adopt Resolution No. 17-144

Approve inclusion of Filing 158, all lots, tracts and streets

**Special Reports**

District Staff:

Terry Nolan updated the Board on:

1. Bruce Lebsack's retirement after 36 years of service effective August 18, 2017;
2. The District's desire to hire Bruce as a consultant based on his knowledge and financial acumen;
3. The position he held as Director of Finance and Administration has been posted internally;
4. One application was received for this position;
5. The interview will be conducted on August 30, 2017.

Stephanie Stanley requested the Board approve a shift of funding from wages line item to professional services line item for consultation fees.

*Renee Anderson motioned to allow staff to transfer savings from wages line item to professional services line item for 2017 revised budget. Allen Dreher seconded the motion; motion passed 5-0.*

Bruce will be recognized at the October joint All Hands meeting. The District will also recognize Bruce formally at an event which will be hosted at the Mansion, the date to be determined.

Legal Counsel: None

Chairperson: None

Individual Directors:

Renee Anderson:

1. Thanked Forrest Dykstra and Kari Larise for the highly successful chemical roundup they coordinated.
2. Carolyn Schierholz and Renee reported on the August 28<sup>th</sup> Littleton Fire Protection District Board (LFPD) meeting they attended. The LFPD Board would like to meet with the Metro District Board in September.

**Public Comments or Questions**

None

**Executive Session** (*Dickerson/Smith*) 5-0 motion passed

Mark Dickerson motioned to move to an executive session for personnel matters related to the General Manager pursuant to §24-6-402(4)(f), C.R.S. Nancy Smith seconded the motion; motion passed 5-0. Board moved to Executive Session at 6:43p.m. Executive Session concluded at 7:20 p.m.

**Adjournment**

At 7:22 p.m. motion to adjourn (*Dickerson/Dreher*) 5-0 motion passed. Adjournment was declared by Chairman Worley.