



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

May 29, 2018

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, Director of Finance and Administration

Forrest Dykstra, Manager of Developmental Engineering

Rick Hinman, Manager of Revenue and Assets

Michele Salanty, Accounting Manager

Tom Rose, Financial Reporting Analyst

Carolyn Peters, Recreation Manager

Jodie McCann, Senior Outreach Coordinator

Camille Mitchell, Administrative Assistant

OTHERS

Chief Jeff Tasker, Littleton Fire Rescue

Bob Pasicznyuk, Douglas County Executive Library Director

Ty Holman, Haynie & Company

Vincent Olesu, Janet Gibley, Craig and Sue Frommelt, Highlands Ranch Residents

Special Presentations

- Chief Tasker gave a quarterly update for Littleton Fire Rescue. Topics covered:
 - Post-election transitioning steps to South Metro Fire Rescue involving opening boarders, changing response plan, and joint training
 - The Pete Cernich Life Saving Award given to three lifeguards from Goodson Recreation who saved a 60 year old man using the automated external defibrillator (AED)

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- Mini and Teen Academies will begin in June
- Introduced the free PulsePoint App which alerts you to incidents that need someone trained in CPR and the use of an AED. If you are trained and in the area of the incident, you might be able to get to the victim and render aid before first responders arrive.
- Bob Pasicznyuk gave a presentation on the upcoming improvements to the James H. LaRue Library. Some of the improvements include:
 - Creating an area for families and learning with a discovery zone, learning commons, kids' corner classroom and a play-as-learning market
 - Adult workspaces with a den and virtual offices, event hall, a shaded outdoor terrace
 - Providing more versatile space for events and gatheringsThe library will be closing January 2019 and anticipate reopening sometime in March. They will provide alternatives for customers during closure. (***Addendum 1***)
- Ty Holman from Haynie & Company gave the Auditor's Report. The audit went well. There were no concerns to report. Haynie plans to issue an unmodified opinion. Ty informed the Board of Haynie & Company's practice of a regular rotation of audit partners every four to five years. Ty also explained that the treatment of operating leases will be changing in 2020. Operating leases will appear on the balance sheet.
- Stephanie Stanley presented the summary of 2017 Audited Financials. (***Addendum 2***)

Public Comments or Questions

- Vincent Olesu, Vice President of the Firelight HOA, requested an exemption from the new fence stain color. The Firelight HOA would prefer to stay with the Dune Gray color. Highlands Ranch Community Association has set the color guide to match the Trex fencing and the District has committed to stain the fences we maintain with that matching color; therefore, no exemption was granted.
- Craig Frommelt emailed the board a document with suggestions for process and procedure for the Active Aging Adult Workgroup. He introduced himself to the Board and asked if they had any question concerning his document. There were no questions. Jim Worley thanked him for his suggestions.

Reaffirmation of Disclosure

No changes

Election of Officers (*Dickerson/Schierholz*) *7-0 motion passed*

The Board agreed that they would like to keep the same officers. The Highlands Ranch Metro District Officers are:

Board Chairman: Jim Worley

Board Vice Chairman: Vicky Starkey

Board Treasurer: Allen Dreher

Staff Presentations

None

Discussion Items

- Mark Dickerson complimented Carrie Ward and her staff for the great job they did on the fence staining of the Fairview fence.
- Carolyn Schierholz agreed with Mark and asked staff to investigate staining the other side of Fairview.
- Nancy Smith complimented the fence staining from Wildcat to University and also appreciated the newly planted trees.

Approval of Board Meeting Minutes *(Starkey/Dreher) 7-0 motion passed*
Regular Board Meeting Minutes April 24, 2018

Received and Filed *(Schierholz/Starkey) 5-0-2 motion passed; Board members Worley and Dickerson abstained.*
Study Session Minutes May 23, 2018

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

Approved the following Consent Agenda Items *(Dickerson/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 – 127

Ratify April 2018 Cash & Investment Transactions including Expenditures

HRMD – 128

Adopt Resolution No. 18-128

Approve appropriation and consulting contract for Marcy Gulch (Mountain Vista to Wildcat) channel stabilization

HRMD – 129

Adopt Resolution No. 18-129

Approve final payment and acceptance and release of retainage for Pipe 51 Phase II Project and ratify Change Order No. 1 and amendment to construction administration

HRMD – 130

Adopt Resolution No. 18-130

Approve appropriation for payment to Xcel Energy for streetlights on the south side of Plaza Drive

General Business Items

HRMD – 131 *(Dickerson/Dreher) 7-0 motion passed subject to final management review.*

Adopt Resolution No. 18-131

Motion to receive and file 2017 Audited Financial Statements

Special Reports

District Staff:

- A representative for the Hunting Hill Metro District's (HHMD) Board of Directors contacted staff to inform us that HHMD will be requesting an increase in the mill levy they currently assess for operations. The amount of the adjustment was not specified. HHMD is authorized in their service plan to have a mil levy higher than what is currently assessed, however, this request will require approval by Douglas County. Because they are an overlapping metropolitan district, Highlands Ranch Metro District will receive a request for comment as part of the County referral process. The representative asked if the Highlands Ranch Metro District would be opposed to this increase. Based on information provided to Highlands Ranch Metro District staff, this request has been made by the HHMD Board, which is comprised primarily of residents within this community. As such, the Board did not see any basis for an objection.
- Stephanie Stanley gave the finance report as of April 30, 2018. Status was given on revenues, property tax, special ownership tax, general fund expenditures, the Mansion fund sheet and event count and internal controls. (*Addendum 3*)

Legal Counsel: None

Chairperson: None

Individual Directors:

- The Board presented Forrest with a cake to celebrate the completion of Pipe 51.
- Carolyn Schierholz:
 - Attended the South Metro Fire Rescue's (SMFR) board meeting where their board commented on the positive turnout in Highlands Ranch for the unification election. The Highlands Ranch Metro District's board attributed the positive turnout to the diligent efforts of Terry Nolan to present the facts surrounding this ballot issue to various groups on the community. Carolyn presented Terry with a gift certificate on behalf of the entire Board for his commitment to the electorate and the District.
 - Chief Mike Dell'Orfano is talking to the architect about the new fire station SMFR will be building in Highlands Ranch. The Board has requested that the new fire station be put on the agenda as a regular item.
 - Chief Dell'Orfano will be attending the LFR Review Committee meetings.
 - Chief Dell'Orfano has offered tours of SMFR's facilities and any of the SMFR stations.
 - The preferred site for the new fire station is near Summit View and Wildcat. The property is owned by Shea. At present, Shea is good with the property being used for this purpose.
- Terry Nolan informed the Board that SMFR is currently discussing with their attorney the possibility of representation from Highlands Ranch during their board meetings between now and the 2020 elections.
- Allen would like SMFR to make a presentation to our Board when the site selection is complete.
- Jeff Case was asked to explain why, out of the nine sites considered, the Summit View/Wildcat site is preferred. He explained that the site is centrally located, the furthest from existing residential areas so it would have the lowest impact on neighbors. Because of the topography of the area and existing structures in the area, there are already natural

sound buffers around the site. There is an existing traffic control signal at Summit View and Wildcat that will aid the ingress and egress of the fire apparatus.

- Renee:
 - Asked Terry Nolan if there were some available dates in early 2019 at the Mansion for the Littleton Fire Rescue to host an event commemorating their 37 years of service. Terry will talk to Chief Armstrong about their needs.
 - On behalf of a resident, Jeff Case was asked when Zone 4C pump station will be operational because the resident has indicated to Renee that they are experiencing poor water pressure. Jeff reported that the pump station has been running for about two weeks as part of the start-up testing. Jeff indicated that the station will allow water to be distributed within the system with much greater efficiency; however, it will not have any impact on pressures at individual homes. Jeff indicated that the resident may be having other problems, perhaps with their home plumbing, that may be affecting their pressure. Jeff asked Renee if she could provide the name and address of the customer and he would have someone reach out to the resident to see if we can help them.
 - Asked when the section of C470 between Santa Fe and I-25 will be done. The estimated date of completion for this section of the project is the fall of 2019.
- Jim Worley opened the conversation regarding the Active Aging Adult Workgroup. After deliberation over the workgroup's progress and the cohesiveness of the workgroup, the board majority agreed to allow the workgroup to continue working on the Action Plan that the Board approved. The Board will be holding a planning workshop on June 22nd at which they will be reviewing and discussing all capital projects and the long-range financial forecast. At the June 22nd workshop, staff will present information about the capital and operating costs of the three facility options identified in the Feasibility Study. Staff will also share the proposed program for the center. Carrie shared that the Action Plan and recommendations for possible facilities and programs flow from the public input that was gathered during the Feasibility Study.
- Board member Schierholz and Smith requested a copy of the meeting minutes in which the Active Aging Adult Action Plan was agreed to at the January 18, 2018 Board Workshop as well as the action plan that was discussed.

Public Comments or Questions

None

Adjournment (*Dickerson/Schierholz*) 7-0 motion passed

At 8:02 p.m. motion to adjourn. Adjournment declared by Chairman Worley.