



HIGHLANDS RANCH METROPOLITAN DISTRICT  
STUDY SESSION MINUTES

The Board of Directors of the Highlands Ranch Metropolitan District met for a study session on Wednesday, November 14, 2018, in the District boardroom and opened the meeting at 6:00 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  
Stephanie Stanley, Director of Finance and Administration  
Carrie Ward, Director of Parks, Recreation and Open Space  
Jeff Case, Director of Public Works  
Sherry Eppers, Community Relations Manager  
Forrest Dykstra, Manager of Developmental Engineering  
Nick Adamson, Natural Resource Manager  
Tom Rose, Financial Reporting Analyst  
Rick Hinman, Manager of Revenue and Assets  
Camille Mitchell, Administrative Assistant

**OTHERS**

Susan Squyer, Douglas County Community Foundation  
Chris Blackwood, PFM Asset Management  
Lieutenant Lori Bronner, Douglas County Sheriff's Juvenile Unit  
Karen Burch and Sue Frommelt, Highlands Ranch residents

**GUEST PRESENTATIONS**

- Susan Squyer, vice chairman of the Douglas County Community Foundation spoke to the Board about the charitable opportunities and needs of Douglas County. Susan requested the Board approve a resolution to support Colorado Gives Day in Douglas County on December 4, 2018.
- Chris Blackwood provided a review of the Metro District's investment performance for third quarter 2018. Chris provided an economic and market update, and a review of the Metro District's investment portfolio, strategy, and holdings. (*Addendum 1*)

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- Douglas County Sheriff's Lieutenant Lori Bronner, gave an overview of the newly formed Juvenile Unit which she is leading. With the formation of the Juvenile Unit there is now one chain of command to respond to the needs of over 80,000 juveniles in Douglas County. The goal of the Juvenile Unit is to educate, build relationships and trust, reach at-risk youths and prevent having repeat offenders. The Juvenile Unit has implemented several programs targeting prevention and intervention such as their YESS program, digital evidence classes, and Text-a-Tip as well as having an increased presence in the schools.

**PUBLIC COMMENT**

None

**STAFF PRESENTATIONS**

- Stephanie Stanley gave a third quarter financial report. Stephanie reviewed revenues and expenses with respect to the 2018 budget. She also reviewed the internal controls used by the District. (*Addendum 2*)
- Nick Adamson presented the results of the Metro District's e-bike pilot program. This program resulted in staff recommendation of permitting the use of Class I and Class II electric powered bikes on Metro District parks and open space trails. (*Addendum 3*)

**DISCUSSION ITEMS**

- Renee Anderson was selected to participate in a panel to select Library Trustees for the Douglas County Library Board.
- In 2019 Highlands Ranch Metro District will have a seat on the South Metro Fire Protection District Authority. The Board will appoint a representative during the November 27, 2018 board meeting.
- Carolyn Schierholz requested we update any language in the Highlands Ranch Metro District's Rules and Regulations that reference Littleton Fire Rescue.

**AGENDA ITEMS**

HRMD – 156 (*Consent*)

Ratify October 2018 Cash & Investment Transactions including Expenditures

HRMD – 157 (*Consent*)

Adopt Resolution No. 18-157

Approve Amendment to the Highlands Ranch Metro District Rules and Regulations

HRMD – 158 (*Consent*)

Adopt Resolution No. 18-158

Approve appropriation and contract for Dad Clark Trail Replacement

(*Addendum 4*)

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HRMD – 159 (*Consent*)

Adopt Resolution No. 18-159

Approve Intergovernmental Agreement with UDFCD for Dad Clark Channel Stabilization

HRMD – 160 (*Consent*)

Adopt Resolution No. 18-160

Approve traffic control for Lucent Boulevard and Park Central Drive

HRMD – 161 (*Consent*)

Adopt Resolution No. 18-161

Approve West Big Dry Channel Stabilization construction and intergovernmental agreement

HRMD – 162 (*Consent*)

Adopt Resolution No. 18-162

Approve 2019 Compensation Plan Guide

HRMD – 163 (*Consent*)

Adopt Resolution No. 18-163

Approve 2019 Holiday Schedule

HRMD – 164 (*Consent*)

Adopt Resolution No. 18-164

Approve Emergency Services Asset Conveyance Agreement

HRMD – 165 (*Consent*)

Adopt Resolution No. 18-165

Approve resolution supporting Douglas County Gives Day

**COMMENTS**

Janet Frommelt recognized Jodie McCann and some of the Metro District's staff for their kind contribution of their personal time to serve Thanksgiving dinner to the 146 members and guests of the Highlands Ranch Senior Club.

Meeting concluded at 7:16 p.m.