



BOARD MEETING MINUTES

Tuesday, February 27, 2024 at 6:15 pm
Highlands Ranch Mansion
9950 E. Gateway Drive
Highlands Ranch, CO 80126

Remote Meeting Information:

Zoom Link: <https://us02web.zoom.us/j/84940636455>

Phone: 1-346-248-7799

Meeting ID: 849 4063 6455

Guidelines for effective interaction:

- Participate. Ask questions. All input is valid.
- Share thoughts respectfully. Be honest and candid.
- Seek first to understand all sides of an issue.
- Be respectful of others.
- No defensiveness. Respect constructive criticism.

Agenda:

1. Call to Order

Chairperson Anderson called the meeting to order at 6:15 pm.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Members Present: Mark Dickerson Director, Andy Jones Director, Carolyn Schierholz Director, Nancy Smith Director, Renee Anderson Chairman of the Board, David Simonson Director, Eric Rysner Director

Members Absent: None

Staff: Janet Grovenor, Stephanie Stanley, Forrest Dykstra, Heather Morgan, Sherry Eppers, Dirk Ambrose, Ken Standen, Courtney Kühlen, John Donakowski, Kristi Robinson, Neil Alderson, Ryan Edwards, Zach Cartaya, Tyler Ensign

4. Guest Presentations

a) 2024 Citizens Academy Graduation – Renee Anderson

Chairperson Anderson thanked all of the members who participated in this years Citizens Academy. Remarks were made from Citizen Academy participant Rita Salcedo.

Community Relations Manager Sherry Eppers presented plaques to each graduate who then had their photo taken with Chairperson Anderson.

- b) Centennial Water and Sanitation District Update – Sam Calkins, General Manager and Rick McCloud, Water Resources Manager

Water Resources Manager, Rick McCloud presented Centennial Water and Sanitation Districts water rights portfolio. The board asked various questions which Rick answered.

- c) Douglas County Sheriff's Office Update – Captain Dan McMillan

Captain Joel White attended on behalf of Captain Dan McMillan. Captain White is the Captain of the Investigations Unit and shared an update to the board on some recent criminal cases. He shared that his staff works tirelessly to bring justice to victims and to get criminals off the street.

The board thanked him for the update and everything that the Douglas County Sheriff's Office does.

5. Public Comments and Questions: Limit three minutes per person

For online attendees, please use the Q&A feature to comment. Provide your full name and address with your comment. (If you prefer to keep your address private, you can email your full name and address to finance@highlandsranch.org then submit your full name and comment in the Q&A.)

There were no online or public comments or questions.

6. Reaffirmation of Disclosure

There were no changes.

7. Staff Presentations

There were no Staff Presentations.

8. Discussion Items

- a) Proposed Updated Metrics – Stephanie Stanley

General Manager Stanley let the board know that they were provided a copy of the 2023 Year in Review. In working with senior staff it was decided this was the best way to showcase the past year. She also called up Ken Standen to introduce a recent promotion. Ken introduced Tyler Ensign as our new Construction and Facilities Maintenance Manager. Tyler was most recently the Fleet Supervisor. He has many years of experience and we are very excited to have him in this position.

General Manager Stanley gave a brief history on the metrics reminding the board that in 2021 staff created a dashboard to track and communicate metrics that relate to the

Board's result areas. It was first presented to the Board in October of 2021. In early 2023 staff expressed interest in modifying metrics due to new staff members. In early 2024 staff was in discussion of what the metrics would look like going forward but Directors Schierholz and Jones were also working on some metrics so she introduced Director Jones to address the Board.

Director Jones let the Board and staff know the he has been working with Director Schierholz for the past two month on some Key Performance Indicators that can be used for additional tracking and can also be used in General Manager Stanley's 2025 evaluation. Director Jones shared his four phases for rolling out his KPI's saying this would be a slow process.

Chairperson Anderson said she is really confused by this and feels this should be an all board discussion not something two members would be telling us how they think it should be. Director Smith said this is a good starting place for future discussions and feel like they are doing fine. Director Simonson said that while he does not want to be on a KPI committee he would like to see the work done so far by Directors Jones and Schierholz.

Director Jones said this is not ready to be shared yet as it is still in the very beginning phase but is happy to work with the board going forward on where this is at.

Director Smith requested a brief break so Chairperson Anderson called for a 5 minute recess.

b) Request for Qualifications for Legal Services – Stephanie Stanley

General Manager Stanley reminded the board of the recent draft plus changes they had received and asked if they had any additional questions or changes or if they were ready to proceed. The board said they were ready to proceed so General Manager Stanley will move forward with the Request for Qualification for Legal Services.

c) Term Limits for Metro District Board Members – Stephanie Stanley

General Manager Stanley reminded the board that this topic came up by Director Simonson at a previous meeting and it was decided to add it to a future agenda so this is your opportunity to discuss any issues or ideas you may have.

Director Simonson shared that this topic came about because he had been asked by some citizens what term limits were and how long they are. He is a proponent of term limits and finds that it adds in the growth of an organization and keeps it from becoming stagnant where the same voices are heard over and over. There are several Citizen's Academy graduates here tonight who may be looking at running for the board in the future but if we allow multiple years of term service that doesn't allow room or opportunities for other community members. He is not looking to implement something immediately but would like to hear from the other members. General Manger Stanley addressed the audience to let them know that if the board wanted to add term limits

back it would need to go to the voters, this is not something the board can decide on tonight. General Manager Stanley was asked when the last time we had term limits which she said was 1992.

The board had a lively discussion with some liking term limits but unsure of what that would look like in the future to others who felt that holding an election is a term limit because people are welcome to run against them.

Director Simonson reminded them that this conversation was worth revisiting and holding an open conversation felt important.

d) Parking Enforcement in Douglas County/Highlands Ranch Request from HRCA – Stephanie Stanley

General Manager Stanley said that she heard from Mike Bailey earlier today and he had received some new information about this issue so he asked that this be deferred until March allowing them more time to review.

The board had no objection.

e) Holiday Celebration – Stephanie Stanley

General Manager Stanley reminded the board that this had been discussed at the Study Session meeting last week and this stemmed from some citizen feedback regarding the location of this event last year at Town Center. The board had asked staff to come back with a recommendation. Staff did meet and while there would be potential loss of revenue hosting this event on a Friday and Saturday (for set-up, event and clean-up) staff felt very strongly that the atmosphere at the Mansion is much cozier and staff feels strongly that this event return back to the Mansion.

Director Rysner said he wanted to retract the comment he made last week about the use of shuttles saying when you walk up to this property you feel something and this Mansion represents who we are.

The board agreed with staff's recommendation to move the Holiday Celebration back to the Mansion and hope that the partnership with Highlands Ranch Community Association continues for this event.

General Manager Stanley will have a conversation with Mike Bailey and report back to the Board.

f) Hunting Hill Metropolitan District Request – Stephanie Stanley

General Manager Stanley said based on last week's presentation and conversation she is looking for direction from the board of support and approval to add Parks and Recreation to the Hunting Hill Metropolitan Districts service plan.

Director Jones asked if this was going to cost us any money now or in the future to which he was told there is no cost to our organization.

The board was in favor of this request.

9. Approval of Board Meeting Minutes

a) Regular Board Meeting Minutes for January 30, 2024

M/S (Dickerson/Simonson)

7 – 0 Motion Pass Abstain: None Absent:0

b) Special Board Meeting Minutes for February 21, 2024

M/S (Dickerson/Simonson)

7 – 0 Motion Pass Abstain: None Absent:0

10. Receive and File

a) Study Session Minutes for February 21, 2024

Director Schierholz said that the conversation regarding Ranch Roundup going out on Tuesday instead of Wednesday was omitted so she asked that be added back into the minutes.

Chairperson Anderson took another motion to approve the minutes as amended by Director Schierholz. Director Simonson made the first and Director Dickerson made the second. The minutes will be amended to reflect this note.

M/S (Simonson/Dickerson)

7 – 0 Motion Pass Abstain: None Absent:0

b) Finance Workshop Minutes for January 30, 2024

M/S (Jones/Smith)

7 – 0 Motion Pass Abstain: None Absent:0

11. Approval of Business Agenda

M/S (Dickerson/Simonson)

7 – 0 Motion Pass Abstain: None Absent:0

12. Consent Business

- a) HRMD-24-110: Ratification of January 2024 Cash and Investment Transactions – Tom Rose
- b) HRMD-24-111: Concrete Trail Removal and Replacement – Final Payment – Nick Adamson
- c) HRMD-24-112: Toepfer Park Improvements – Forrest Dykstra

M/S (Dickerson/Simonson)

7 – 0 Motion Pass Abstain: None Absent:0

13. General Business

No General Business.

14. Special Reports

a) District Staff

Director of Finance and Administration, Zach Cartaya presented a follow up on the board's request to look at extending the District's long term investments. Zach informed the board that after reviewing the investment policy that the current policy allows the District to extend out the portfolio. Zach is working with our investment advisor, PFM, to take advantage of the current market conditions and extend out a portion of our portfolio.

Community Relations Manager Sherry Eppers gave an update to the board on the kick-off fundraiser news conference that took place yesterday at Civic Green Park for the Kendrick Castillo Memorial which will be located in Civic Green Park. The goal for this memorial is \$30,000 which will be collected through the Douglas County Community Foundation (DCCF). Mike Waide from DCCF shared with Sherry that Kyle Clark with 9News is going to target this as part of his Word of Thanks Micro Giving campaign which will hopefully put us well over our goal. Kyle Clark would like the monument for Kendrick to be the priority with the remaining funds going towards the scholarship in Kendrick's name.

Chairperson Anderson asked about a comment Commissioner Laydon made at the kickoff regarding renaming Lucent Boulevard to Kendrick Castillo Way. She doesn't recall ever being a part of that conversation. Director Jones said that there is a process for this to occur and that at this time the county has not approved the renaming of Lucent Boulevard.

b) Legal Counsel

Nothing from Legal Counsel.

c) Chairperson

Nothing from Chairperson Anderson.

d) Directors

Director Jones shared that he stopped in to Mountain View Church and thanked them for their partnership and all that they have done to help with the Senior Center. Director Smith asked if we pay rent to them for the use of their rooms. General Manager Stanley said she would ask Jill and let Nancy know.

Director Simonson shared that April 23 from 7:30-11:00 is the Northwest Douglas County Chamber and EDC Annual Breakfast and he has RSVP'd for the entire board and Stephanie. I understand not everyone can attend but I would like you all to add this to your calendar. It will be at Arrowhead Golf Club.

15. Public Comments and Questions: Limit three minutes per person

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Kim Pallas (7267 Mountain Brush Lane) is against term limits for the simple reason that no one else wants to run. There are plenty of opportunities to be involved and come to meetings but it is the same three people who show up. Director Smith has been wonderful and is basically responsible for our Senior Center.

Sue Frommelt (1187 English Sparrow Trail) I don't think the Metro District is a place that needs term limits. It is hard for people to understand the difference between HRCA and HRMD because what you do is complicated and you do a great job. There is a learning curve and it takes awhile to understand all that HRMD does. It would be a disservice to the members of the community to put a term limit on a board member. I am so grateful to Nancy for all that she has done to make the Senior Center happen as well as the other board members, Stephanie and the guys who have been building it. I would also like to add on to Andy's comment about Mountain View Church, I have been going there for my exercise classes and they are all so wonderful there and welcoming.

There were no online comments.

16. Executive Session

- a) Pursuant to Section 24-6-402(4)(f), C.R.S., for the purpose of discussing personnel matters relating to the goal setting for the General Manager

Chairperson Anderson invited a motion to move into Executive Session. Director Dickerson made the motion. The vote was unanimous.

Chairperson Anderson called for a 5 minutes recess to allow the public to leave and let staff clean up before Executive Session.

The board went into Executive Session at 9:00PM.

Chairperson Anderson invited a motion to leave Executive Session. The motion was made by Director Simonson. The second was made by Director Dickerson.

The board left Executive Session at 9:14PM.

17. Highlands Ranch Metropolitan District Adjourned

Chairperson Anderson invited a motion to adjourn the meeting. Director Dickerson made the first and Director Rysner made the second.

The meeting was adjourned at 9:15PM.

M/S (Dickerson/Rysner)

7 – 0 Motion Pass

Abstain: None

Absent: 0