



BOARD MEETING MINUTES

Tuesday, January 30, 2024 at 6:00 pm
District Office Building
62 Plaza Drive
Highlands Ranch, CO 80129

Remote Meeting Information:

Zoom Link: <https://us02web.zoom.us/j/82874687161>

Phone: 1-346-248-7799

Meeting ID: 828 7468 7161

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 6:08 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 Chairperson of the Board, David Simonson Director, Eric Rysner Director
Members Absent	None
Staff	Janet Grovenor, Stephanie Stanley, Forrest Dykstra, Heather Morgan, Dirk Ambrose, Ken Standen, John Donakowski, Kristi Robinson, Neil Alderson, Ryan Edwards, Zach Cartaya

Also in attendance was Kathryn Winn, legal counsel from Collins Cole Flynn Winn & Ulmer and 10 people from the public.

4. Guest Presentations

a) 2024 Legislative Update – Robert Marshall, Representative House District 43

Representative Bob Marshall, Colorado State House District 43, gave an update to the board on the upcoming bills and resolutions in the next house session. He shared three takeaways he wanted the board to be aware of which was how to search for a bill, to read the fiscal note and to always identify themselves as “Highlands Ranch” or “HD43” in the subject line when sending him an email as he makes those a priority.

Director Simonson asked him if he is going to actively advocate for lower property taxes for the citizens of Highlands Ranch? He would like to relay that information to the community as needed.

Chairperson Anderson asked about affordable housing and said the Construction Defect Reform Act has left developers vulnerable to costly lawsuits and the state with fewer housing options.

Directors Jones and Schierholz expressed frustration with paying \$17 million to RTD and getting nothing back. Why are we building more train tracks when we haven’t finished RTD?

b) Highlands Ranch Community Association Update – Mike Bailey, General Manager

Mike Bailey, General Manager of Highlands Ranch Community Association thanked General Manager Stanley and our staff for a great year and wonderful partnership. The shared events we worked on together in 2023 were a huge success!

He also updated the board on their upcoming Board of Director Elections reminding them that board members are selected by the District Delegates during their Annual Meeting of the Delegates on March 19. There are 3 three-year term seats open. One board member resigned giving them a one-year term seat. Applications for open board positions are due Friday, February 2. The Delegate Elections will be held on April 16 with applications due by March 1. Delegates are elected by the district homeowners and represent their neighborhood in association matters.

Director Schierholz said that her neighborhood just received a card and that there was no recruitment. She would like to see more recruitment going forward.

He gave an update on the facilities sharing that they saw 1.5 million visitors which is up over 200,000 from 2022. Projects in 2024 include the installation of a patio structure at Southridge, a new tennis shelter and remodel of the cabanas at Northridge and the installation of RTU units at Southridge. In January their Community Relations and Events Department split creating a department for events and a department for marketing. HRCA welcomed Rebecca Ruiz as the Director of Marketing who will raise awareness of the services and programs and lead all branding efforts that HRCA provides in support of its community.

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

Sheriff Darren Weekly addressed the board letting them know that he has made some recent changes. One of those changes was moving Captain Domenico over the SRO's and Heart Team as there are currently 41 SRO's and they deserve to have their own Captain. The Sheriff then introduced Captain Dan McMillan who has been with the agency for over 30 years. Captain McMillan is one of the finest law enforcement officers and there is nobody he would trust more with his Patrol Division.

Captain McMillan introduced Lieutenant Alan Stanton from the Patrol Division letting the board know that he helps him a lot. He shared that they are now utilizing a explosives detection K-9 who will be assisting on bomb calls but also searching for weapons and that they have hired an additional 9 deputies who are currently being onboarded. He discussed the recent use of RapidSOS which shares valuable information to first responders via cell phones. DCSO will respond to all RapidSOS calls and since October, Highlands Ranch has made 426 calls with only a handful being criminal. He let the board know that they will respond no matter what because the safety of the residents and the community is of the highest priority.

Sheriff Weekly then shared that the 9 new deputies will be SRO's and the cost will be split with the Douglas County School District. The county commissioners have also approved the hiring of 12 more deputies with at least 3 being assigned as traffic officers. Douglas County Sheriff's Office does not have a hiring problem and deputies want to come to work here.

The board welcomed Captain McMillan and thanked them both for their time.

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

a) Introducing the Friends Board to the Metro Board – Jill Hall

Jill Hall, Senior Services Manager, introduced the elected Executive Board members of the Friends of the Highlands Ranch Senior Center. The purpose of the Friends non-profit organization is to support the Highlands Ranch Metro District's programs that help older adults pursue meaningful educational, social, health, recreational, volunteer and leadership activities, thus allowing them to age independently in the Highlands Ranch community. All members of the senior center are also members of the Friends organization.

The Friends Executive Board will coordinate fundraising activities to support the scholarship program for individuals who cannot afford to participate in the center, assist with grant applications, help with drop-in recreational activities and special events, and be community ambassadors for volunteer and membership recruitment.

The following individuals have been elected to serve a two-year term which began January 1, 2024:

- Sue Frommelt – President
- Jim Davis – First Vice President
- Karen Burch – Second Vice President
- Michael Flower – Treasurer
- Ginny Morgan – Secretary
- Robyn Dermon – Member at Large
- Anna Hawkins – Member at Large
- Kim Pallas – Member at Large
- Ron Winter – Member at Large

She has already been witness to their enthusiasm and dedication to their mission and looks forward to sharing their activities and success at future meetings.

Director Andy Jones presented the Friends with his donation of \$2,000 and is the first donation to their scholarship program.

8. Discussion Items

a) Continuation of 5 pm work sessions – Stephanie Stanley

General Manager Stanley asked for input and direction from the board regarding the 5PM work session and if the board would like to continue having these meetings going forward?

The board agreed that they liked having this time to interact with General Manager Stanley as well as staff and it is a good opportunity to get questions answered without taking up important meeting time.

These work sessions will continue to be added to the calendar.

b) IT options to discuss issuing District devices to board members for accessing District email and other necessary documents – Stephanie Stanley / Zach Cartaya

Director of Finance and Administration Zach Cartaya discussed issuing District devices to the board for accessing District email and other necessary documents which would not only keep their personal devices safe but is also protection for the board and the District.

Zach is currently working on a Request For Proposal to look at other tech vendors but also the Douglas County Library had a recent ransomware attack. In speaking with them and others in the district they all agree that the use of district email is best practice

always and having strong policies that align with best practice like the issuing of a District device adds to the boards protection and the District's protection.

The board asked various questions about the cost, what other counties are using and what they felt would work best for them. Zach will bring a menu back to the board with a breakdown of this information for the board to proceed.

The board agreed as a whole that using district email should be implemented.

9. Approval of Board Meeting Minutes

- a) Regular Board Meeting Minutes for December 13, 2023
- b) Special Board Meeting Minutes for January 3, 2024

Motion by Dickerson / Second by Simonson

7 – 0 Motion Pass Abstain: None Absent:0

10. Receive and File

- a) Study Session Minutes for January 24, 2024

Motion by Jones / Second by Dickerson

7 – 0 Motion Pass Abstain: None Absent: 0

11. Approval of Business Agenda

Motion by Dickerson / Second by Jones

7 – 0 Motion Pass Abstain: None Absent: 0

12. Consent Business

- a) HRMD-24-101: Ratification of December 2023 Cash and Investment Transactions – Tom Rose
- b) HRMD-24-102: Designated Posting Location for District Board Meetings – Stephanie Stanley
- c) HRMD-24-103: Highlands Ranch Water & Sewer Standard Specifications Update – Ryan Edwards
- d) HRMD-24-104: Toepfer Park Improvements – Forrest Dykstra
- e) HRMD-24-105: Highlands Ranch Senior Center – Forrest Dykstra and John Donakowski
- f) HRMD-24-106: Dad Clark Gulch DCW 5.0 Summit View to Wildcat Reserve Parkway – Forrest Dykstra
- g) HRMD-24-107: Capital Project Appropriations, Recissions and Adjustments – Heather Morgan
- h) HRMD-24-108: 2024 Capital Improvement Plan – Heather Morgan
- i) HRMD-24-109: Amendment to Exhibit A to the Highlands Ranch Water and Wastewater Agreement – Zach Cartaya

Motion by Dickerson / Second by Simonson

7 – 0 Motion Pass Abstain: None Absent: 0

13. General Business

There was no General Business.

14. Special Reports

a) District Staff

Manager of Engineering Forrest Dykstra let Director Smith know that the roof color for the Senior Center is on the mock-up wall on site if she would like to go review it.

b) Legal Counsel

Nothing from Legal Counsel.

c) Chairperson

Nothing from Chairperson Anderson.

d) Directors

Director Schierholz asked why her cell phone drops between Gateway and Mountain Vista High School? This is a school zone and kids need their cell phones. Director of Public Work Ryan Edwards said he was not aware of anything going on in the area.

Director Simonson attended the Lone Tree State of the City today and it was a great event with good information. It is good to know what all of our neighbors are doing.

Director Jones shared the Douglas County Community Foundation Annual Report for 2023 saying they had their most successful year of fundraising!

Director Rysner gave a shout out to the snow crew for cleaning all of the paths and doing a great job.

15. 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.

16. Executive Session

- a) Pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of conferring with legal counsel and obtaining legal advice regarding two legal matters: Canada complaint and Gee complaint.
- b) Pursuant to Section 24-6-402(4)(f), C.R.S., for the purpose of discussing personnel matters relating to the annual review of the General Manager.

Chairperson Anderson called for a 10-minute recess at 7:38 pm before the board went into Executive Session.

Director Dickerson read the statute for this Executive Session and made a motion to move into Executive Session. Director Simonson made the second. The vote was unanimous.

The board entered into Executive Session at 7:51 pm.

Director Dickerson read the statute for the second Executive Session. Director Simonson made the second. The vote was unanimous.

Director Jones made a motion to move out of Executive Session. Director Schierholz made the second.

The board move out of Executive Session at 9:11 pm. 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-minute recess to allow the public to leave and let staff clean up before Executive Session.

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

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 9:14 pm.

17. Highlands Ranch Metropolitan District Adjourned

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

The meeting was adjourned at 9:12 pm.