



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

January 29, 2019

Jim Worley called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:02 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

Stephanie Stanley, Director of Finance & Administration

Jeff Case, Director of Public Works

Carrie Ward, Director of Parks, Recreation & Open Space

Sherry Eppers, Community Relations Manager

Cammie Ellis, Human Relations Manager

Forrest Dykstra, Manager of Developmental Engineering

Tom Rose, Financial Reporting Analyst

Kari Larese, Community Relations Coordinator

Jodie McCann, Active Adult Coordinator

Carolyn Peters, Recreation Manager

Ken Standen, Construction and Facilities Maintenance Manager

Camille Mitchell, Administrative Assistant

OTHERS

Assistant Chief Vince Turner, South Metro Fire Rescue

Eric Becker and Kevin Schaffer, OZ Architecture

John Kilrow and Ben Wullschlager, Shea Properties

Christopher Perdue, Strategic Site Designs

Alex DeWind, Highlands Ranch Herald

Thirty-five Highlands Ranch residents

Special Presentations

- South Metro Fire Rescue's (SMFR) Assistant Chief Vince Turner and Eric Becker of OZ Architectural gave an update on the new fire station SMFR will be building in Highlands Ranch.

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Highlights of the presentation were:

- This will be Station No. 20
- Location, Summit View Parkway and Wildcat Reserve Parkway
- Initially will be a four-man station
- Will have a fire engine and brush truck
- Anticipate improved response times
- Schematics of the site plan, floor plan, building elevations and exterior
- Opticom IntelliGreen has been engaged by SMFR to assist with traffic management

Assistant Chief Turner thanked Forrest Dykstra for his help and knowledge during the site selection process. He also noted there will be a public outreach meeting on February 12, 2019 at Mountain Vista High School. All residents that live within 2,000 feet of the new fire station will be invited to attend and any interested people are welcome. (*Addendum 1*)

- Jerry Flannery gave a quarterly update of the Highlands Ranch Community Association.

Topics covered were:

- 2019 Assessment
- Capital/Reserve projected expenditures
- Community Events
- Highlands Ranch Community Scholarship Fund
- The Backcountry Wilderness Area

(*Addendum 2*)

Public Comments or Questions

Several Highlands Ranch Residents spoke to the Board regarding the Town Center site location and possible partnership with Shea Properties. Topics covered included:

- Parking at this site
- Larger parking spaces to accommodate mobility challenges
- Consider other possible site locations
- Traffic in Town Center
- Possible future expansion

Gary Herbella gave a presentation reflective of comments he received from the senior community. (*Addendum 3*)

Reaffirmation of Disclosure

No changes

Staff Presentations

Terry Nolan addressed the Board on his decision to direct staff to develop the board communication related to the senior center and why the decision was made not to proceed with requests for proposals (RFP). After the January 23rd study session resulting in a divided board on moving forward without RFPs for architectural services for the next phase of planning, Terry recommended proceeding as follows:

1. The staff will send an RFP to at least three qualified architecture firms. We anticipate being ready to make a recommendation on an architect at the March study session.
2. Adopt the amended board communication which includes funding for the following:
 - a. Appropriation for the Parking study for the Senior Center,
 - b. Owner's representative to assist with agreements, design and construction

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3. Appropriation to engage Chris Kastelic in the interim through approximately mid-April, on a time and materials basis, until the architectural firm is selected, to participate on the Shea design team on design development. Staff will return in February with an update on the parking study progress, outlines of table of contents for the agreements, project timeline with significant steps and decision points

The Board's discussion following the recommendations included:

- Parking study needs to consider the demographic of a senior center. There is a need for larger parking spaces, more handicapped parking, and no stairs.
- What are our options if the parking study suggests there is inadequate parking?
- Board would like to have a second meeting between now and our February meeting if necessary.
- The whole process needs to slow down.
- Would there be a benefit to use the same architect as Shea?
 - Consensus is we need an architect working on our team to ensure our needs are met.
- Board majority agreed to continue to move forward, but not be hasty in making decisions.
- Staff will come back to Board with proposals and recommendations for owner's representative and architectural services.

Discussion Items

None

Approval of Board Meeting Minutes (*Anderson/Dickerson*) 7-0 motion passed

Regular Board Meeting Minutes for December 11, 2018

Received and Filed (*No action was taken.*)

Study Session Minutes for January 23, 2019

Public Hearing

None

Approval of Business Agenda (*Dreher/Dickerson*) 7-0 motion passed

Approved the following Consent Agenda Items (*Dickerson/Dreher*) 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 - 100

Ratify December 2018 Cash & Investment Transactions including Expenditures

HRMD – 102

Adopt Resolution No. 19-102

Approve update to Rules and Regulations

HRMD – 103

Adopt Resolution No. 19-103

Approve System Development Fees

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HRMD – 104

Adopt Resolution No. 19-104

Approve posting location for notices and agendas

HRMD – 106

Adopt Resolution No. 19-106

Approve Revision to the Douglas County Emergency Management IGA

General Business Items

HRMD – 101 (*Dickerson/Dreher*) 7-0 motion passed

Mark Dickerson moved to approve this resolution with the stipulation that the provision for an owner's representative be removed and all financials adjusted accordingly. Allen Dreher seconded the motion. Motion carried 7-0.

Adopt Resolution No. 19-101

Approve appropriation for Highlands Ranch Senior Center architectural and planning services

HRMD – 105 (*Starkey/Schierholz*) 6-1 motion passed

Carolyn Schierholz said she is not opposed to a rate/fees increase for water and wastewater, but does not approve of the \$75 backflow testing fee. Schierholz feels it infringes on free enterprise.

Adopt Resolution No. 19-105

Approve amendment to Exhibit A to the Highlands Ranch Water & Wastewater Agreement

Special Reports

District Staff: None

Legal Counsel: None

Chairperson:

Jim Worley thanked Shea for the great community of Highlands Ranch.

Individual Directors:

Renee Anderson pointed out that it is the partnerships with entities such as Centennial Water and Sanitation District and Shea that enables the District to provide the high quality amenities and services residents enjoy

Public Comments or Questions

Several Highlands Ranch Residents spoke to the Board regarding the Town Center site location and possible partnership with Shea Properties. Topics covered included:

- Would prefer a standalone facility
- Would like to have a traffic study conducted
- Public use and impact on the community
- Visual intrusiveness of the building
- A circular drive could cause traffic congestion
- Concerned about affordable senior housing in the Town Center location.

John Kilrow with Shea Properties explained Shea's interest in providing a facility that would include affordable housing for seniors and the Highlands Ranch Senior Center. John addressed a few of the concerns expressed by some members of the public at the meeting. He stated that the

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building is still in the design stage and Shea has not committed to the size of the building. Kilrow also stated that Shea always conducts a traffic study.

Jim Worley clarified that any zoning and site approval of new development including the Town Center site is strictly the responsibility of Douglas County. Highlands Ranch Metro District has no authority to decide what type of structure will be allowed on that site. The public can check the Douglas County Planning Commission's schedule for meeting information.

Executive Session (Dreher/Dickerson) 7-0 motion passed

At 8:24 p.m., Allen Dreher motioned to move to an Executive Session for personnel matters regarding Terry Nolan pursuant to §24-6-402(4)(f), C.R.S. Mark Dickerson seconded the motion. Motion passed 7-0.

Executive Session concluded at 9:18 p.m.

Continuation of Board Meeting (Dreher/Schierholz) 7-0 motion passed

At 9:18 p.m. Allen Dreher motioned to continue board meeting on February 20, 2019 at 6:00 p.m. Nancy Smith seconded the motion. Motion passed 7-0.