



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

November 20, 2019

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

Stephanie Stanley, Director of Finance and Administration

Carrie Ward, Director of Parks, Recreation and Open Space

Jeff Case, Director of Public Works

Forrest Dykstra, Manager of Developmental Engineering

Carolyn Peters, Recreation Manager

Dirk Ambrose, Parks and Parkways Manager

Nick Adamson, Natural Resources Manager

Ken Standen, Construction and Facilities Maintenance Manager

Tom Rose, Manager of Revenue and Assets

Camille Mitchell, Administrative Assistant

OTHERS

Mike Dell'Orfano, Assistant Chief of Governmental Affairs South Metro Fire Rescue

Susan Squyer and Rochelle Miller, Douglas County Community Foundation

Terrell Horton, office of U.S. Representative Jason Crow

Melissa Reese Thacker, South Suburban Parks and Recreation

Six Highlands Ranch residents

Special Presentations

- Chief Mike Dell'Orfano gave a quarterly update of South Metro Fire Rescue. (*Addendum 1*) Topics covered were:
 - The redistricting of the board of directors district boundaries
 - The board seats that will be up for election in the 2020 election

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- Susan Squyer introduced Rochelle Miller, CEO for Douglas County Community Foundation who gave a presentation supporting philanthropy and the impact of giving where you live on Colorado Gives Day, December 10, 2019. (***Addendum 2***)

Public Comments or Questions

One resident asked the Board to consider providing programs and activities targeting younger teens. She suggested a partnership between the District and Highlands Ranch Community Association.

Reaffirmation of Disclosure

No changes

Staff Presentations

- Dave Parks gave a 2019 recreation program update. (***Addendum 3***)
- Stephanie Stanley gave a third quarter financial report. (***Addendum 4***)

Discussion Items

No Items

Approval of Board Meeting Minutes (*Schierholz/Dickerson*) 4-0-1 motion passed. *Allen Dreher abstained.*

Regular Board Meeting Minutes for October 29, 2019

Received and Filed

- Joint Board Meeting with CWSD Minutes for October 29, 2019 (*Schierholz/Dickerson*) 4-0-1 motion passed. *Allen Dreher abstained.*
- Budget Workshop Minutes for November 8, 2019 (*Dreher/Anderson*) 5-0 motion passed with the proviso that a bullet point be added to the minutes on page two to read:
 - Carolyn suggested we may need additional staffing to deal with social media demands.

Public Hearing

A public hearing was opened at 7:04 p.m. for public comment on:

- 2019 Revised Budget
- 2020 Proposed Budget
- 2020 Proposed Mill Levy, rates and fees
- Inclusion of a portion of property in Highlands Ranch Historic Park to be included within the Highlands Ranch Metropolitan District

No comments were received. The Public Hearing closed at 7:05 p.m.

Approval of Business Agenda (*Schierholz/Dreher*) 5-0 motion passed

Approved the following Consent Agenda Items (Schierholz/Dreher) 5-0 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 - 153

Ratify October 2019 Cash & Investment Transactions including Expenditures

General Business Items

HRMD – 154 (Dreher/Anderson) 5-0 motion passed

Adopt Resolution No. 19-154

Approve appropriation and contract purchase order for West Fork Disc Golf Course parking lot (***Addendum 5***)

Nick Adamson introduced Melissa Reese Thacker from South Suburban Parks and Recreation (SSPR) who was instrumental in obtaining an additional \$60,000 in funding for a total of \$160,000 for the West Fork Disc Golf Course from SSPR.

HRMD – 155 (Schierholz/Dreher) 5-0 motion passed

Adopt Resolution No. 19-155

Approve 2020 parkway maintenance contracts

HRMD – 156 (Dreher/Dickerson) 5-0 motion passed

Adopt Resolution No. 19-156

Approve inclusion of property in Highlands Ranch Historic Park

HRMD – 157 (Anderson/Dickerson) 5-0 motion passed

Adopt Resolution No. 19-157

Approve transfer of property to South Metro Fire Rescue for Fire Station #20

HRMD – 158 (Anderson/Schierholz) 5-0 motion passed

Adopt Resolution No. 19-158

Approve grant of easements in Highlands Ranch Historic Park to South Metro Fire Rescue and Centennial Water and Sanitation District

HRMD – 159 (Dreher/Schierholz) 5-0 motion passed

Adopt Resolution No. 19-159

Approve capital project appropriations, rescissions, and adjustments

Approved with the proviso that all references to Active Aging Adult Center be changed to Highlands Ranch Senior Center.

HRMD – 160 (Dickerson/Schierholz) 5-0- motion passed.

Adopt Resolution No. 19-160

Approve 2020 Compensation Plan Guide

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HRMD – 161 (*Dreher/Anderson*) 5-0 motion passed
Adopt Resolution No. 19-161
Approve letter of engagement for auditing services

HRMD – 162 (*Dickerson/Schierholz*) 5-0 motion passed
Adopt Resolution No. 19-162
Approve resolution supporting Douglas County Gives Day

Special Reports

District Staff: None

Legal Counsel: None

Chairperson:

Jim Worley wished everyone a safe and happy Thanksgiving

Individual Directors:

Public Comments or Questions

Two residents addressed the Board:

- One resident commented that the Health Fair sponsored by the District and Highlands Ranch Community Association was well run and well attended. She also informed the Board that the Senior Club now has over 300 members.
- The second resident offered to assist with the disc golf design and review process.

Adjournment (*Dreher/Schierholz*) 5-0 motion passed

At 7:29 p.m. motion to adjourn. Adjournment declared by Chairman Worley