



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

April 28, 2020

Jim Worley called the Board meeting of the Highlands Ranch Metropolitan District to order at 6:00 p.m. via Zoom.

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

Sherry Eppers, Community Relations Manager

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

Cammie Ellis, Human Resources Manager

Brittany White, Park Planner

Austin Long, Project Engineer 1

Jeffery Vargas, Financial Reporting Analyst

Courtney Kuhlen, Community Relations

Jodie McCann, Active Adult Coordinator

Camille Mitchell, Administrative Assistant

OTHERS

Seven members of the public

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Public Comments or Questions

Regarding COVID-19 one resident asked what plans are in place for safe voting next Tuesday, May 5th? Terry Nolan responded:

- Social distancing will be observed between voters and election judges
- Absentee ballots can be dropped in a drive-up secured box
- Election judges will be provided masks, gloves, and hand sanitizer
- Used pens will not be comingled with clean pens

A follow-up question was, “How will this be communicated to the public. Terry responded that it will be published on our website.

Reaffirmation of Disclosure

No changes

Staff Presentations

Stephanie Stanley, Jeff Case, and Carrie Ward provided a Senior Center update in conjunction with a request for permission from the Board to move forward with a Memorandum of Understanding with Douglas County. (*Addendum 1*) Topics covered were:

- Project summary
- Project partnership with Douglas County
- Cost estimates and updated fund balance forecast
- Lease agreement with Douglas County (MOU) based on
 - Recovery of capital cost over 15 years
 - Share annual operations costs
- Project timeline
- Public process

The presentation generated concerns of cost recovery for building the additional space for Douglas County offices. Stephanie explained that we would structure a lease agreement to keep us as whole as possible.

Jim Worley asked each board member if they agree to move forward with negotiations for an MOU with Douglas County. Six board members agreed, Vicky Starkey abstained. Board majority agreed to move forward with negotiations with the understanding that the District needs to recover a significant percent of the initial capital costs associated with the construction of additional space to accommodate Douglas County’s needs.

The presentation also generated comments regarding traffic flow with one member of the public suggesting a traffic light. Forrest Dykstra explained that traffic considerations are an integral part of the planning process with Douglas County.

Carrie Ward gave an update on the re-opening plan associated with the COVID-19 closures. (*Addendum 2*)

Discussion Items

No items

Approval of Board Meeting Minutes (*Dreher/Dickerson*) *7-0 motion passed*
Regular Board Meeting Minutes for February 25, 2020

Received and Filed

Study Session Minutes for February 19, 2020 (*Dickerson/Dreher*) *7-0 motion passed*
Work Session Minutes for April 16, 2020 (*Anderson/Schierholz*) *7-0 motion passed*
Study Session Minutes for April 22, 2020 (*Dickerson/Schierholz*) *7-0 motion passed*

Approval of Business Agenda

Jim Worley requested a motion to add Resolution No. 20-121 General Manager Terry Nolan's retirement announcement to the agenda under General Business. Renee Anderson made a motion to add Resolution No. 20-121 to the General Business. Carolyn Schierholz seconded the motion. The vote was 7-0; motion passed.

Approved the following Consent Agenda Items (*Dreher/Schierholz*) *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 – 112

Ratify February and March Cash & Investment Transactions including Expenditures

HRMD – 113

Adopt Resolution No. 20-113

Approve declaration of April 17, 2020 as Arbor Day in Highlands Ranch

HRMD – 114

Adopt Resolution No. 20-114

Approve West Fork Disc Golf Course Parking Lot

HRMD – 115

Adopt Resolution No. 20-115

Approve Service Center Improvements

HRMD – 117

Adopt Resolution No. 20-117

Approve Cougar Run Park Playground Replacement

HRMD – 118

Adopt Resolution No. 20-118

Approve Marcy Gulch Channel Stabilization

HRMD – 119

Adopt Resolution No. 20-119

Approve Grant of Easements

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HRMD – 120

Adopt Resolution No. 20-120

Approve Big Dry Creek BDE 0.5 Links Golf Course Holes Seven and Nine Channel Stabilization

General Business Items

HRMD – 116 (*Dickerson/Dreher*) 6-1 motion passed; *Carolyn Schierholz abstained*

Adopt Resolution No. 20-116

Approve Parkway Landscape Conversion Demonstration Projects

Approved with the proviso that the demonstration sites will have signage explaining the alternative landscaping and contact information for public comments.

HRMD – 121 (*Schierholz/Dickerson*) 7-0 motion passed

Adopt Resolution No. 20-121

Approve the retirement of General Manager Terry Nolan.

After 24 years of dedicated service to Highlands Ranch, Terry Nolan will be retiring no later than December 31, 2020. The Board thanked Terry for his dedicated service to the district. Vicky Starkey stated that it has been an honor to work with him, thanked Terry and wished him well. Allen Dreher also expressed his appreciation for Terry's service to the community.

Special Reports

District Staff: None

Legal Counsel: None

Chairperson:

- Jim Worley announced that Vicky Starkey did not seek re-election and that this is her last board meeting. Vicky has served on the Metro District Board of Directors for over 14 years. He thanked Vicky for her service to the community.

Individual Directors:

- Allen Dreher stated Vicky was an inspiration, guiding light and thanked her for her years of service to Highlands Ranch.
- Mark Dickerson asked for a status update on the website redesign. Sherry Eppers said they are working with Granicus and have an outline for the site with some nice features. They will be populating information soon and anticipate going live with the website in mid-summer.

Public Comments or Questions

One member of the public agreed that the Backcountry development landscaping is concerning and would not want to see the alternative landscaping projects have the same results.

Adjournment (*Dickerson/Smith*) 7-0 motion passed

At 7:19 p.m. motion to adjourn. Adjournment declared by Chairman Worley