

**MINUTES
BOARD OF DIRECTORS
KEN-CARYL RANCH METROPOLITAN DISTRICT**

A regular meeting of the Ken-Caryl Ranch Metropolitan District Board of Directors was held on Tuesday, October 24, 2017 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

ATTENDANCE

Board:

Laurie Lehan-Milano, President
Bob Generoli, Vice President
Dave Banning, Secretary
Jami Jensen, Treasurer

Director Lehan-Milano made a motion to excuse Director Esbenshade from the meeting. Director Generoli seconded. The motion passed unanimously.

Others:

Melissa Daruna, District Manager
Kristen Peterka, Recreation Director
Pat Malloy, Parks Director
Emily Powell, Attorney

Residents:

Ruth Sundberg	Julie Imbler	John Fosholt
Cathy Packard	Aidan Tyler	Caroline Tyler
Bill Baldaccini	Al Gonzalez	Jerry Sullivan
Kayla Kirkpatrick		

I. CALL TO ORDER

The meeting was called to order by Director Lehan-Milano at 6:05 p.m.

II. APPROVAL OF AGENDA

Staff requested the staff introduction (item IV) be amended to provide an update. Director Lehan-Milano made a motion to approve the agenda, as amended. Director Banning seconded. The motion passed unanimously.

III. CONFLICT OF INTEREST

There were no conflicts.

IV. STAFF INTRODUCTION – Finance Director

Staff provided an update that the recently hired finance director had chosen to return to her former employer and the position had been reposted as a Controller.

V. APPROVAL OF MINUTES OF THE SEPTEMBER 19, 2017 SPECIAL MEETING AND SEPTEMBER 26, 2017 REGULAR BOARD MEETING

Director Generoli made a motion to approve the minutes for the September 19, 2017 Special meeting and the September 26, 2017 regular meeting. Director Jensen seconded. The motion passed unanimously.

VI. COMMUNICATION ITEMS

A. September Status Report

There were no comments.

B. September Financial Report / Check Register / Vendor Purchase History

The Board and staff discussed the balance sheet and recommendations for submitting the financial reports as “drafts” until the Board has reviewed them.

C. Ken-Caryl Ranch Open Space Committee Reports

The Board inquired about the Cathy Johnson Trail maintenance and requested that IREA be contacted to see if they would be willing to contribute to the costs.

D. Board of Director Meeting Minutes from Foothills Park & Recreation District & Plains Metropolitan District

There were no comments.

E. September 2017 Foothills Invoices

The Board expressed interest in continuing the current IGA with Foothills through 2018.

VII. STAFF COMMENTS AND REPORTS

District Manager Daruna gave an update on rehiring for the District’s financial position. Additionally, she is continuing to work on the RFP for a pool design group for the Ranch House pool remodel.

VIII. DISCUSSION ITEMS

A. Mission Statement Drafts and District Goals

The Board reviewed the mission statement and goals discussed at a previous meeting.

B. Reorganization Agreement Update

The Board discussed the desire to update the reorganization agreement with the MA and determine what type of support and division of responsibilities the MD would like to see with the MA moving forward.

C. Bond Project Follow Up

District Manager Daruna provided an update on the remediation work being done at the Community Center and the tracking of the budget and expenses.

D. Jefferson County Open Space Lease Agreements

The Board discussed a more detailed review of the leases with Jefferson County Open Space and School District. The Board requested the issue be on a future agenda for more discussion and consideration.

E. 2018 Audit Contract

The Board reviewed the proposed contract for audit services from Schilling and Company for 2017-2019.

F. KCRMA / KCRMD Cooperative Agreement RE: Prairie Dogs Update

The Board reviewed the recommended changes to the agreement and requested it be on the next Joint Study Session agenda.

IX. 2018 PROPOSED BUDGET PUBLIC HEARING

A. A MOTION TO OPEN THE PUBLIC HEARING ON THE PROPOSED 2018 BUDGET

i. Proposed 2018 budget Presentation

The motion was tabled until more detailed information regarding the financial reports and budget are available. The hearing was postponed to the November meeting. Initial budgeting information was shared by staff and a discussion and direction was given by the Board for reserve planning.

X. AUDIENCE PARTICIPATION

- A resident presented information he wanted to share as part of the Veterans Day ceremony. The Board declined his request to present at the Veterans Day Celebration as it took a political stand on an issue and the Board wanted to keep the focus of the event neutral and celebrate the Veterans in the community.
- A resident expressed concern and frustration with the cancellation of an Environmental Education program. She provided feedback on improving marketing and trial periods for programs.
- A resident requested the Board consider expanding the IGA with Foothills Park and Recreation District to include annual passes at resident rates.
- A resident requested that the budget information be shared in a more common language so it is more readily digestible by the residents on a more regular basis.

XI. ACTION ITEMS – OPERATION

A. Motions

- i. MOTION TO APPROVE THE CONTRACT WITH SCHILLING AND COMPANY FOR AUDIT SERVICES FOR 3 YEARS**

Director Jensen made a motion to approve the contract with Schilling and Company for audit services for 3 years. Director Generoli seconded. The motion passed unanimously.

ii. MOTION TO ADOPT THE KCRMA / KCRMD COOPERATIVE AGREEMENT RE: PRAIRIE DOGS AS AMENDED

Director Generoli made a motion to adopt the KCRMA / KCRMD Cooperative Agreement RE: Prairie Dogs, as amended. Director Lehan-Milano seconded. The motion passed unanimously.

iii. MOTION TO ADOPT THE NEW MISSION STATEMENT AND CORE VALUES FOR THE KEN-CARYL RANCH METROPOLITAN DISTRICT

Director Generoli made a motion to adopt the new Mission Statement and Core Values for the Ken-Caryl Ranch Metropolitan District. Director Jensen seconded. The motion passed unanimously.

XII. BOARD COMMENTS

- Director Jensen commented that her husband has a new e-bike and is happy to be using it on the trails with the new accessibility rules implemented by the MD and MA.
- Director Lehan-Milano asked if anyone had heard more about the new apartments slated to be built on the south end of the south hogback. Staff stated they would follow up.

XIII. ADJOURNMENT

Director Lehan-Milano made a motion to adjourn the meeting. Director Banning seconded. The motion passed unanimously. The meeting adjourned at 10:48 p.m.

These are the correct minutes for the meeting held on the above date and were approved by the

Board on this _____ day of _____ 2017.

Dave Banning, Secretary