

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

A Special Meeting of the Ken-Caryl Ranch Metropolitan Board of Directors was held on Tuesday, May 7, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

**ATTENDANCE**

**Board Members Present:**

Lauri Lehan-Milano, President  
Jami Jensen, Vice President  
Jeff Esbenshade, Treasurer  
John Huggins, Assistant Treasurer

**Others:**

Jeff Leniger, Controller/interim co-District Manager  
Pat Malloy, Parks Director/interim co-District Manager  
Victoria DeSair, KCRMA Communications Director

**I. CALL TO ORDER**

Director Lehan-Milano called the meeting to order at 8:03 p.m.

**II. ADDITIONS/DELETIONS TO THE AGENDA**

There were no changes to the agenda.

**III. DISCUSS HIRING PLANS FOR THE DISTRICT MANAGER POSITION**

Director Huggins recommended finalizing the job description for the position and posting initially on two external websites provided by previous District Manager.

Director Huggins inquired about the previous internal salary range for the District Manager position.

Controller Leniger reviewed the Employers Council 2018 Public Employers Compensation Survey of salary ranges for Colorado and Wyoming, highlighting job 39001 Executive Director – Parks and Recreation salary responses.

The Board drafted an initial annual salary range of 90,000 to 105,000 for the District Manager position opening.

Director Huggins requested staff draft a revised job description for the position so the Board can proceed with the hiring plans.

**IV. ADJOURNMENT**

**The meeting adjourned at 8:47 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 \_\_\_\_\_ 2019.

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Kayla Kirkpatrick, Secretary