

**REVISED**

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

A regular meeting of the Ken-Caryl Ranch Metropolitan District Board of Directors was held on Tuesday, March 27, 2018 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

**ATTENDANCE**

**Board Members Present:**

Lauri Lehan-Milano, President/Chairperson  
Bob Generoli, Vice President  
Dave Banning, Secretary  
Jami Jensen, Treasurer  
Jeff Esbenshade, Assistant Treasurer

**Others Present:**

Melissa Daruna, District Manager  
Pat Malloy, Parks Director  
Jeff Leniger, Controller  
Dino Ross, Attorney

**Residents Present:**

John Huggins  
Andy Lydens  
Kayla Kirkpatrick

**I. CALL TO ORDER**

Chairperson Lehan-Milano called the meeting to order at 6:04 p.m.

**II. APPROVAL OF AGENDA**

**Director Generoli made a motion to approve the agenda. Director Lehan-Milano seconded. The motion passed unanimously.**

**III. CONFLICT OF INTEREST**

There were no new conflicts.

**IV. APPROVAL OF MINUTES OF FEBRUARY 27, 2018 REGULAR BUSINESS MEETING**

**Director Generoli made a motion to approve the minutes of the February 27, 2018 regular business meeting. The motion passed unanimously.**

**V. COMMUNICATION ITEMS**

**A. February Status Report**

Director Banning asked for some additional information to be included on the overtime report for future months.

Director Jensen noted that tennis fees are down but instruction is up, and asked for clarification at the next meeting.

**B. February Finance Report**

The Board reviewed the financial reports and Controller Leniger provided more details on some of the information. The Board discussed strategic planning for the financial sustainability of the District. Attorney Ross provided more background on the next potential residential assessment rate adjustment as well as options for a mill levy election.

**C. Ken-Caryl Ranch Open Space Committee Reports**

The Board reviewed the Open Space Committee Reports. There were no comments.

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

The Board reviewed the minutes from Foothills Park and Recreation District and Plains Metropolitan District. There were no comments.

**VI. STAFF COMMENTS AND REPORTS**

- Director Malloy reported that the Parks Department is working on summer hiring. There were some days with snow removal in the last month, and clean up from the storms has kept the staff very busy. The greenhouse project is going well and they are looking forward to spring planting.
- District Manager Daruna gave a summary of the Recreation Department's spring planning and release of the District Dimensions catalog. She also updated the Board on a notice received from Jefferson County that Plains Metropolitan District submitted an amended service plan for possible approval by the County.

**VII. DISCUSSION ITEMS**

**A. 2018 Election Update**

The Board thanked Kayla Kirkpatrick and John Huggins for nominating themselves to serve on the Board. Because Ms. Kirkpatrick and Mr. Huggins were the only candidates for the two Director positions, the election is proposed to be cancelled and Ms. Kirkpatrick and Mr. Huggins elected by acclamation. They will be sworn in mid-meeting at the May business meeting.

**B. Ranch House Pool Renovations Update**

District Manager Daruna updated the Board on the feedback from the public open house and internal design team on the initial conceptual designs for the Ranch House pool. She also gave an update on the Request for Qualifications for contractors, noting that staff hopes to have a recommendation before the Board in April.

**C. MA/MD Reorganization Agreement Update**

Director Generoli reviewed the status of the drafting of the reorganization agreement. The Master Association has agreed to the water agreement concept and restructuring the tap expenses in 2019.

**D. Community Center Sign**

District Manager Daruna provided the cost and design options for a new sign at the Community Center. The Board reviewed the options and gave opinions and preferences along with direction to the staff to have a new sign installed this spring.

**E. Future of the Mill Levy**

Discussed during the Finance Report.

## **VIII. AUDIENCE PARTICIPATION**

A resident asked for clarification about the swim team's involvement on the pool redesign project. She commented that certain amenities did not seem necessary or useful.

## **IX. ACTION ITEMS – OPERATIONS**

### **A. Motions**

- a. MOTION TO APPROVE THE CONTRACT DATED MARCH 27, 2018 WITH OHLSON LAVOIE COLLABORATIVE FOR DESIGN SERVICES FOR THE RANCH HOUSE POOL PROJECT.**

Director Jensen made a motion to approve the contract dated March 27, 2018 with Ohlson Lavoie Collaborative for design services for the Ranch House Pool Project. Director Esbenshade seconded. The motion passed unanimously.

### **B. Resolutions**

- a. MD 18-104 A RESOLUTION TO CANCEL THE MAY 8, 2018 BOARD OF DIRECTORS ELECTION AND DECLARE KAYLA KIRKPATRICK AND JOHN HUGGINS ELECTED TO THE BOARD OF DIRECTORS BY ACCLAMATION.**

Director Banning mad a motion to adoption Resolution MD 18-104, a Resolution to cancel the May 8, 2018 Board of Directors Election and declare Kayla Kirkpatrick and John Huggins elected to the Board of Directors by acclimation. Director Jensen seconded. The motion passed unanimously.

## **X. BOARD COMMENTS**

- Director Lehan Milano inquired about the signage at the Veterans Monument. She requested that a majority of the April business meeting be dedicated to a S.W.O.T. analysis of the District.
- Director Jensen inquired about the planting area at the entrance of the Valley and asked if more large boulders could be added.
- Director Banning noted that he observed parks staff getting out their trucks in the road without vests on and wanted to be sure the District provided the proper safety equipment and staff used it appropriately. He also requested District Manager Daruna meet with the developer of a new apartment complex adjacent to District Open Space to discuss the impacts of future residents on the District's property.
- Director Esbenshade noted that the potential gift matching program discussed at the Board's February meeting may also be a good fit for community employers.

## **XI. EXECUTIVE SESSION (If Needed)**

None.

## **XII. ADJOURN**

**Director Generoli made a motion to adjourn. Director Banning seconded and the motion passed unanimously. The meeting was adjourned at 8:45 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 \_\_\_\_\_ 2018.

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Dave Banning, Secretary