

*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, April 24, 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  
Kristen Peterka, Recreation Director  
Pat Malloy, Parks Director  
Jeff Leniger, Controller  
Emily Powell, Attorney

**Residents Present:**

John Fosholt  
Andy Lydens  
Jerry Sullivan

**I. CALL TO ORDER**

Chairperson Lehan-Milano called the meeting to order at 6:06 p.m.

**II. APPROVAL OF AGENDA**

**Director Lehan Milano made a motion to approve the agenda, revised to add an executive session at the end of the meeting to receive the advice of legal counsel on the Gallagher Amendment. Director Esbenshade seconded. The motion passed unanimously.**

**III. CONFLICT OF INTEREST**

There were no new conflicts.

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

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

## **V. COMMUNICATION ITEMS**

### **A. February Status Report**

Director Banning asked for some additional information on a decline in tennis revenue. Director Jensen echoed the concern. Recreation Director Peterka provided available information and noted areas to conduct more research.

### **B. February Finance Report**

The Board reviewed the financial reports and Controller Leniger provided more details on some of the information. The Board noted that the S.W.O.T. analysis discussion and planning session later in the meeting would be the initial steps toward better financial sustainability.

### **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**

There were no new minutes available to review.

## **VI. STAFF COMMENTS AND REPORTS**

- Director Peterka reported that the Ranch House pool was up and running in preparation for Swim Club to start practices. She noted that the Facilities Foreman, Scott Babich, was working diligently on additional fixes and prep work for the other pools as well as the splash pad.
- Director Malloy reported that the Parks Department is focusing on spring cleanup and summer preparation. The greenhouse project is going well and they are looking forward to planting.
- Controller Leniger reported that the transition to FirstBank is underway. Audit work is being prepared and new processes to streamline credit card purchase tracking are being implemented.
- District Manager Daruna reported that a new Environmental Education Coordinator has been hired as well as a new Recreation Director to assume Director Peterka's role beginning at the end of May.

## **VII. AUDIENCE PARTICIPATION**

- There were no residents signed up to speak. Director Lehan Milano asked a resident to give an update on the research he has been conducting regarding mineral rights in Ken-Caryl Ranch.

## **VIII. DISCUSSION ITEMS**

### **A. Ranch House Pool Renovations Update**

District Manager Daruna updated the Board on the proposals for construction manager general contractor services for the Ranch House pool renovation project. She and Chris Pacetti believe that additional qualified proposals could be received by postponing the start of the project until next year. They recommended focusing on preconstruction at this time, and potentially pushing the build back a year to ensure

enough time for design and community input. The Board agreed with this approach and agreed to discuss it with the Master Association at the May 1 Joint Study Session.

**B. Board S.W.O.T. Analysis**

District Manager Daruna led the Board through the first part of a S.W.O.T. analysis of District operations as part of its larger business and financial development strategy. The second part of the S.W.O.T. analysis will occur at the May meeting.

**IX. ACTION ITEMS – OPERATIONS**

**A. Motions**

None

**B. Resolutions**

None

**X. BOARD COMMENTS**

- Director Banning asked a clarifying question on the overtime report.
- Director Esbenshade inquired about the bond project reconciliation progress. District Manager Daruna stated that the final remediation work should be complete next month as well as final billing.

**XI. EXECUTIVE SESSION**

**At 8:35 p.m., Director Banning made a motion to go into executive session pursuant to C.R.S. § 24-6-402(4)(b) to receive the advice of legal counsel regarding the Gallagher Amendment. Director Generoli seconded. The motion passed unanimously. Attorney Powell stated for the record that the executive session constitutes privileged attorney-client communications and will not be recorded.**

**At 9:08 p.m., Director Lehan Milano made a motion to come out of executive session and adjourn the regular meeting. Director Generoli seconded. The motion passed unanimously.**

**XII. ADJOURN**

**The meeting was adjourned at 9:08 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

I hereby attest that the information communicated during the executive session, which was held pursuant to C.R.S. § 24-6-402(4)(b), and which was not recorded, constituted privileged attorney-client communications.

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Emily Powell, Esq.

I hereby attest that the executive session, which was not recorded, was confined to topics authorized for discussion in executive session pursuant to C.R.S. 24-6-402(4)(b).

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Lauri Lehan-Milano, President