

**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 26, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

ATTENDANCE

Board Members Present:

Jami Jensen, Vice President
Jeff Esbenshade, Treasurer
John Huggins, Assistant Treasurer

Directors Lehan-Milano and Kirkpatrick were excused.

Others Present:

Melissa Daruna, District Manager
Judy Anderson, Community Center and Tennis Supervisor
Pat Malloy, Parks Director
Jeff Leniger, Controller
Dino Ross, Attorney

I. CALL TO ORDER

Director Jensen called the meeting to order at 6:04 p.m.

II. EXCUSE DIRECTORS LEHAN-MILANO AND KIRKPATRICK

Director Jensen made a motion to excuse Directors Lehan-Milano and Kirkpatrick from the meeting. Director Esbenshade seconded. The motion passed unanimously.

III. APPROVAL OF AGENDA

Director Jensen made a motion to approve the agenda, amended to add an Executive Session pursuant to C.R.S. § 24-6-402(4)(f). Director Esbenshade seconded. The motion passed unanimously.

IV. CONFLICT OF INTEREST

There were no new conflicts.

V. BUSINESS & REPORTS

A. Approval of the Minutes of the February 26, 2019 Regular Business Meetings

Director Jensen made a motion to approve the minutes of the February 26, 2019 regular business meetings. Director Huggins seconded. The motion passed unanimously.

B. Monthly Report

Staff reviewed the February Monthly Report highlighting successes in each department. Each department also discussed any challenges they are facing and solutions being implemented.

C. Open Space Committee Report

No comments.

D. Meeting Minutes of Neighboring Districts

No comments.

VI. SUCCESS STORIES

- a. Parks Director, Pat Malloy – 35-years serving Ken-Caryl Ranch
 - a. The Board recognized Parks Director Pat Malloy for his dedicated service over the last 35 years. Pat began working in the parks before the District was formed and has been a critical asset to the community ever since.

VII. COMMUNICATION & DISCUSSION TOPICS

a. South Hogback Biological Survey

Open Space Manager Sean Warren discussed the updated quotes received from two vendors for a biological survey on the South Hogback property. District Manager Daruna discussed feedback she received from Jefferson County Open Space on managing public access to sensitive areas. She also reviewed the current fencing and signage on the property. Finally, the Board received an update from legal counsel on the District's ability to continue fencing and limitations on any development on the site. The Board continued discussion on the new information and whether the biological surveys would help with management decisions moving forward.

b. Ranch House Pool Renovation

District Manager Daruna provided a brief update, stating that the Master Association (MA) had agreed to take on the construction contract for the pool. Preliminary conversations were underway with contractor AD Miller.

c. Personal Information Policy – Presentation and Discussion

District Manager Daruna provided a draft Resolution adopting a policy for the preservation, protection, and destruction of personal data, as required by a new state law. The Board reviewed the information and will be asked to take action on the new policy at a later meeting.

d. ADA Transition Plan Update

District Manager Daruna stated that she was updating the ADA Transition Plan to reflect all the work completed through the bond projects. She noted that the next phase of the transition plan is to finish park renovations at select sites to provide accessible park amenities throughout the community.

e. Valley Parkway / Club Drive Intersection – Update

District Manager Daruna reported that she has contacted the County and requested a review of the intersection of S. Valley Parkway and Club Drive for safety concerns. She was waiting to hear a response.

f. 2019 Community Garden Agreement – Update

District Manager Daruna presented the Board with an updated 2019 Gardener Agreement for the Community Garden. The only changes are updating dates to reflect the new year.

VIII. COMMUNITY CONNECTIVITY

a. Audience Participation

A resident provided feedback in support of the proposed historical and archaeological surveys of the South Hogback as a representative of the Ken-Caryl Historical Society.

A second resident provided feedback in support of the proposed historical and archaeological surveys of the South Hogback as a professional archaeologist. He also provided data on archaeological sites in the area concluding that there was likely more to discover on the South Hogback.

A resident provided feedback in favor of more signs and fencing that prohibited access to the South Hogback.

b. Question of the Month – Ranch House Pool Design Feedback

i. District Manager Daruna summarized the feedback received on the Ranch House Pool Design which was largely supportive. Specific elements the community most supported for future funding were play features in the leisure pool area and shade throughout the site.

ii. April Question of the Month
District Manager Daruna suggested asking about Pickleball interest as the question of the month for April.

IX. ACTION ITEMS

a. MOTIONS:

b. MOTION TO ACCEPT THE PROPOSALS FROM THE COLORADO NATURAL HERITAGE PROGRAM AND E.R.O. RESOURCES CORP TO CONDUCT THE BIOLOGICAL SURVEYS ON THE SOUTH HOGBACK.

Director Huggins made a motion to accept the proposals from the Colorado Natural Heritage Program and E.R.O. Resources Corp to conduct the biological surveys on the South Hogback. Director Esbshade seconded. The motion passed unanimously.

c. A MOTION TO APPROVE EXHIBIT D TO THE FIRST AMENDMENT TO THE REORGANIZATION AGREEMENT (2014 BOND PROJECTS – MA PROPERTY IMPROVEMENTS).

Director Esbshade made a motion to approve Exhibit D to the First Amendment to the Reorganization Agreement (2014 Bond Projects – MA Property Improvements). Director Huggins seconded. The motion passed unanimously.

III. MOTION TO ADOPT THE SECOND AMENDMENT TO THE REORGANIZATION AGREEMENT – THE WATER AGREEMENT.

Director Huggins made a motion to adopt the Second Amendment to the Reorganization Agreement – The Water Agreement. Director Esbenshade seconded. The motion passed unanimously.

IV. DIRECTOR HUGGINS MADE A MOTION TO APPROVE THE 2019 KEN-CARYL COMMUNITY GARDEN GARDENER AGREEMENT.

Director Huggins made a motion to approve the 2019 Ken-Cary Community Garden Gardener Agreement. Director Esbenshade Seconded. The motion passed unanimously.

b. RESOLUTIONS:
None

IX. BOARD & STAFF COMMENTS
None

X. EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER PURSUANT TO C.R.S. § 24-6-402(4)(f).

Director Esbenshade made a motion to go into executive session to discuss a personnel matter pursuant to C.R.S. § 24-6-402(4)(f). Director Huggins seconded. The motion passed unanimously and the Board entered executive session at 8:29 p.m.

Director Esbenshade made a motion to come out of executive session at 8:56 p.m. Director Huggins seconded. The motion passed unanimously.

Director Jensen made a motion to schedule a special meeting on Tuesday, April 2, 2019 at 5:00 p.m. at the Ranch House. Director Huggins seconded. The motion passed unanimously.

XI. ADJOURN
Director Jensen adjourned the meeting at 8:59 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.

Kayla Kirkpatrick, Secretary