

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, September 24, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

ATTENDANCE

Board Members Present:

John Huggins, President/Chairperson
Kayla Kirkpatrick, Vice President
Jeff Esbenshade, Treasurer/Secretary
Lauri Lehan-Milano, Member At-Large
Jami Jensen, Member At-Large

Others Present:

Traci Wieland, District Manager
Jeff Leniger, Controller
Amy Lear, Recreation Director
Emily Powell, Attorney

I. Call to Order

Director Huggins called the meeting to order at 6:02 p.m.

II. Approval of the Agenda

Attorney Powell requested a brief executive session pursuant to C.R.S. § 24-6-402(4)(b) to receive advice of legal counsel regarding Board procedures. Upon motion duly made and seconded, the agenda, as amended, was unanimously approved.

III. Conflict of Interest

There were no new conflicts.

IV. Business & Reports

- a. Approval of the Minutes of the August 27, 2019 Regular Business Meeting
Director Lehan-Milano requested to change the word “policy” to “resolution” in Item VI – F. Director Kirkpatrick motioned to approve the August 27, 2019 Regular Business Meeting Minutes with the requested change. Director Esbenshade seconded. The motion passed unanimously.
- b. Monthly Report – August 2019
Jeff Leniger reviewed the financials from August 2019 and informed the Board that the draft budget would be presented at the October 22 Regular Business Meeting. The budget is anticipated for approval at the December 2019 Regular Business Meeting. Mr. Leniger indicated the \$1.2 million 90-day cash reserves should be established in 2020.

- c. Open Space Committee Report
There was no report.
- d. Meeting Minutes of Neighboring Districts
The Board reviewed Meeting Minutes of neighboring districts.

V. Communication & Discussion Topics

- a. Volleyball Court Cost Updates
Community member Claudia Mercer provided a quote for expansion of one outdoor court. Staff will work with the representatives of the volleyball club to discuss the project components and report back to the Board.
- b. Community Planning Committee Presentation
Community Planning Committee Chair, Liz Dowdell, presented recommendations from the Committee to construct bathrooms at Community Park across from Shaffer Elementary. Ms. Dowdell discussed the results of the community survey which indicated the community's interest in improvements to Community Park and, in particular, the addition of restrooms. The Board commended the community survey and efforts of the Committee and will discuss this project as part of the long-range capital planning process.
- c. Discuss Proposed Changes to Ken-Caryl Swim Club 2020 Memorandum of Understanding
Amy Lear discussed the District's goal to provide fair and equitable partnership opportunities with community groups including the Ken-Caryl Swim Club; however, direction is needed from the Board on how to move forward with potential changes to the Swim Club's Memorandum of Understanding for 2020 and if partnership with community groups should include subsidized fees. Staff also presented questions regarding continuing to hire the swim coaches as District employees, or having the Swim Club hire the swim coaches. Staff plans to meet with the Swim Club to discuss the 2019 season and plans for 2020. The Board requested additional information regarding resident vs. non-resident participation, comparative information from neighboring/similar collaborative swim clubs, contract information for swim coaches, and information about possible in-house organization of the program.
- d. Financial Sustainability Committee Updates
Director Lehan-Milano updated the Board on the identified capital needs lists (joint compilation of KCRMD and KCRMA). The intent of the joint needs list is to provide a "running start" for future budget cycles. In addition, the compilation will include the triggers and important background for new Board members to quickly identify issues. The Board applauded Director Lehan-Milano's involvement and leadership on this project.
- e. Review Proposed Master Governmental Lease Purchase Agreement

Jeff Leniger discussed the proposal to move forward with a lease purchase financing arrangement to purchase the backhoe and bucket truck. The Board conceptually supports this type of funding mechanism but would like staff to review a variety of leasing options for review at a future Board meeting.

- f. Discuss Joint Study Session Meeting Guidelines
Emily Powell requested the opportunity to review the guidelines to ensure First Amendment compliance. The guidelines will be reviewed at a future Joint Study Session meeting.

VI. Community Connectivity

- a. Audience Participation – Public Feedback
A community member commented on the aesthetics of the parks and hopes for funding of the additional pool features that are currently unfunded.

VII. Action Items

- a. Resolutions:
None
- b. Motions:
 - i. MOTION TO APPROVE STAFF PREPARING A MASTER GOVERNMENTAL LEASE PURCHASE AGREEMENT THROUGH WELLS FARGO EQUIPMENT FINANCE, INC. FOR PARKS VEHICLES/EQUIPMENT FOR A TOTAL ASSET VALUE NOT TO EXCEED \$225,000.

Director Kirkpatrick motioned for additional time to allow staff to gather more information on the lease to purchase options. Chairperson Huggins seconded. The motion passed unanimously.

VIII. Board & Staff Comments

The Board welcomed new District Manager, Traci Wieland.

IX. Executive Session for Legal Advice Pursuant to C.R.S. § 24-6-402(4)(b)

Director Kirkpatrick made a motion to go into executive session to receive legal advice regarding Board procedures pursuant to C.R.S. § 24-6-402(4)(b). Director Lehan-Milano seconded. The motion passed unanimously and the Board entered executive session at 9:19 p.m. Attorney Powell, District Manager Wieland, and Controller Leniger attended the executive session. Director Kirkpatrick made a motion to come out of executive session at 9:28 p.m. Director Lehan-Milano seconded. The motion passed unanimously.

X. Adjourn

Chairperson Huggins adjourned the meeting at 9:28 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.

Jeff Ebenshade, Secretary

I hereby attest that the information communicated during the executive session, which was not recorded, constituted privileged attorney-client communications.

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).

John Huggins, President