

**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, December 3, 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, arrived at 7:39 p.m.  
Jami Jensen, Member At-Large

**Others Present:**

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

**I. Call to Order**

Chairperson Huggins called the meeting to order at 6:03 p.m.

**II. Approval of the Agenda**

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. President Huggins and Director Kirkpatrick requested corrections be made to the November 12, 2019 regular Board meeting minutes to show that Director Kirkpatrick requested the correction to Victoria DeSair's name, and President Huggins requested Chris Figge's name be removed from the "others present" section of the November 5, 2019 Joint Study Session minutes. Director Kirkpatrick moved to approve the November 12, 2019 regular Board meeting minutes as amended. Director Esbenshade seconded. The motion passed unanimously.
- b. Open Space Committee Report  
Director Jensen and Director Esbenshade informed the Board that there was no meeting and no report.

**V. Communication & Discussion Topics**

a. **2020 Board Meeting Schedule**

District Manager Wieland informed the Board that the 2020 proposed Board meeting schedule is included for review. Director Kirkpatrick requested that the dates be modified to 2020 instead of 2019. Attorney Powell informed the Board that she will be drafting a Resolution for the first meeting in 2020 to approve the meeting schedule and notice posting locations, so the dates will be reviewed again at that time.

**VI. 2020 Proposed Budget Public Hearing**

a. Director Jensen moved to reopen the public hearing on the proposed 2020 budget. Direct Esbenschade seconded. The motion passed unanimously.

i. **Budget Presentation**

District Manager Wieland informed the Board there are four ongoing issues and decisions that need to be made for the budget approval process, including the 2020 election, South Valley Parkway trail surface, Community Requests for District Project Funding, and the Foothills Parks and Recreation District Intergovernmental Agreement.

The Board received an update regarding the 2020 election process. The District received a proposal from CRS to conduct the election for \$23,850. The call for nominations will occur sometime between January 26 and February 20 with the deadline for self-nominations due by February 28. The ballot must be certified on March 6.

The second discussion was regarding the surfacing of the South Valley Parkway trail. Options include asphalt, concrete, or colored concrete. The Board received cost estimates and information on expected life for each. The Board agreed on concrete; however, discussion ensued regarding the cost of the grey versus the aesthetic benefits of buff colored concrete. The buff color was viewed as more natural-looking and consistent with the approach from the Master Association; however, concerns with the grey included its similar life span as the buff, the trail's visibility from the road, and a cost savings of \$55,000. The Board also received a variety of feedback from the Chris Figge in the audience. The Board agreed with Mr. Figge's request to place this discussion on the January Joint Study Session agenda so the discussion can take place with the Master Association Board.

The Board was provided with a Proposal for District Project Funding form and the draft Fiscal Policies related to the Community Requests for District Project Funding. The Board agreed in concept with this discretionary spending.

The final update to the Board included information regarding the re-establishment of the intergovernmental agreement with Foothills Parks and Recreation District for Ridge Recreation Center access. Foothills Parks and Recreation District currently has six intergovernmental

agreements of this type with neighboring districts. To maintain high levels of customer service, all the agreements are required to be the same and now include access to programs, all facilities, and golf. The increased opportunity would likely increase the overall annual cost to the District from \$7,000 to at least \$20,000. The Board determined not to move forward with re-establishing the agreement in 2020. Instead, the Board moved the previously earmarked \$7,000 from the intergovernmental agreement line item and combined it with the remaining \$1,150 in the Community Requests for District Project Funding line item, for a total of \$8,150 for that line item in 2020.

ii. Audience Participation

Resident Chris Figge weighed in on the South Valley Parkway trail surfacing, mirroring the comments already made by the Board in favor of the buff colored concrete. Mr. Figge felt the aesthetics were critical and felt the buff colored concrete was the best choice, while resident Jerry Sullivan felt the cost savings could be used in other higher priority areas. Chris Figge commented that this topic needs to be reviewed by the Architectural Committee. Jerry Sullivan felt it was not appropriate to compare the Foothills Parks and Recreation District fitness opportunities to those at Ken-Caryl Ranch Metropolitan District, stating that they are not in competition with each other.

- b. Director Jensen moved to close the public hearing on the proposed 2020 budget. Direct Kirkpatrick seconded. The motion passed unanimously.

**VII. Community Connectivity**

a. Audience Participation – Public Feedback

Resident Rilla Reinsma was concerned about the Executive Session topic, believing the discussion should be public. Attorney Powell responded that the information constitutes privileged attorney-client communications and is confidential.

**VIII. Action Items**

a. Resolutions:

- i. Director Kirkpatrick moved to adopt MD 19-105, A Resolution Adopting a Schedule of Fees and Charges for Park and Recreation Services, Programs, and Facilities for Calendar Year 2020. Director Lehan-Milano seconded. The motion passed unanimously.
- ii. Director Kirkpatrick moved to adopt MD 19-106, A Resolution Summarizing Revenues and Expenditures for Each Fund, Adopting a Budget for the Year 2020, Levying General Property Taxes for the Year 2020 to Help Defray the Costs of Government, and Appropriating Sums of Money to the Various Funds in the Amounts and for the Purposes Set Forth Herein for the Ken-Caryl Ranch Metropolitan District, Jefferson County, Colorado, for the Fiscal Year Beginning on the First Day of January 2020, and Ending on the Last Day of December 2020. President Huggins seconded. The motion passed unanimously.

**IX. Board & Staff Comments**

Director Kirkpatrick commended staff for their organization of the budget conversations. She also requested a conversation regarding allocation of Conservation Trust Fund moneys as part of next year's budget process. Director Jensen commended Controller Leniger for this work over the last two years on the financial condition of the District. Director Esbshade informed the Board there are still bricks for purchase at the Veteran's Monument. Director Lehan-Milano asked for feedback from the Board on how the work of the Financial Sustainability Workgroup can be enhanced to assist in the 2021 budget process.

District Manager Wieland reminded the Board about Master Association Executive Director Chris Pacetti's retirement celebration in December. Recreation Director Lear informed the Board that the Gobble Wobble was a success despite the inclement weather a couple days prior. Parks Director Malloy informed the Board that the quote for the Ranch House baseball field was much less than anticipated at \$5,271. The quote included 75 tons of infield mix and laser grading. The project could likely be the test project for the Community Requests for District Project Funding.


**X. Executive Session pursuant to C.R.S. § 24.6.402(4)(b) to receive advice of legal counsel regarding the South Hogback Open Space archaeological and historical survey.**

Director Kirkpatrick made a motion to go into executive session pursuant to C.R.S. § 24.6.402(4)(b) to receive advice of legal counsel regarding the South Hogback Open Space archaeological and historical survey. President Huggins seconded. The motion passed unanimously, and the Board entered executive session at 8:31 p.m. Attorney Powell certified for the record that the executive session constitutes privileged attorney-client communications and would not be recorded. District Manager Wieland and Attorney Powell attended the executive session. Director Lehan-Milano made a motion to come out of executive session at 8:52 p.m. Director Esbshade seconded. The motion passed unanimously.


**XI. Adjourn**

Upon motion duly made and seconded, the meeting was unanimously adjourned at 8:52 p.m.

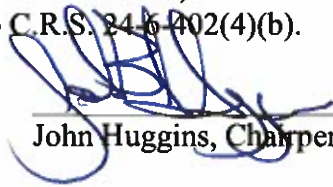
These are the correct minutes for the meeting held on the above date and were approved by the Board on this 25 day of Feb 2019.

  
Jeff Esbshade, 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, Chairperson

