

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

A special meeting of the Ken-Caryl Ranch Metropolitan District Board of Directors was held on Thursday August 13, 2020. In order to protect the public health and safety, the meeting was held partly in person and partly remotely. The remote meeting access was provided electronically at <https://zoom.us/j/98005821697>.

**ATTENDANCE**

**Board Members Present:**

John Huggins, President/Chairperson  
Kayla Kirkpatrick, Vice President  
Joe Levy, Director  
Jack Sawatzski, Director  
Bruce Tugman, Director, via ZOOM

**Others Present:**

Traci Wieland, District Manager  
Lauren Feeney, Finance Director

**I. Call to Order**

Chairperson Huggins called the meeting to order at 2:39 p.m.

**II. Approval of the Agenda**

Director Levy made a motion to accept the agenda. Director Kirkpatrick seconded. The motion passed unanimously.

**III. Conflict of Interest**

There were no new conflicts.

**IV. Budget 101 Training Presentation**

The Board members participated in an interactive Board training with District staff. Staff covered the following topics:

- High level review of the budget components and requirements
- Basics of a balance sheet and income statement
- Fund descriptions and restrictions
- Budget development process
- Efficiencies achieved
- COVID reductions/changes
- 2021 budget impacts

The Board also discussed the Gallagher Amendment as part of a presentation by Director Levy.

**V. Board & Staff Comments**

District Manager Wieland updated the Board about the Ranch House Pool that is set to be turned over to the District on September 14, 2020.

**VI. Adjourn**

Director Kirkpatrick made a motion to adjourn the meeting at 5:17 p.m. Director Levy seconded. The motion passed unanimously.

These are the correct minutes for the meeting held on the above date and were approved by the Board on this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
John Huggins, President

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Joe Levy, Secretary