

KEN-CARYL RANCH MASTER ASSOCIATION

2016 ANNUAL PLAN

Adopted November 17, 2015

REVENUE & EXPENSE SUMMARY (000)

	2013 ACTUAL @\$45	2014 ACTUAL @\$45	2015 PROJECTED PLAN @\$46	2015 EST. @ \$46	2016 PLAN @ \$48
REVENUE					
4010 MONTHLY DUES PG2 *	2306	2148	2482	2519	2702
4011 INTEREST/LATE CHARGES PG4	10	11	11	11	11
4012 TRANS/REFI FEE PG4	14	13	11	12	11
4030 OTHER INCOME PG4	24	24	8	8	8
4031 INTEREST REV PG4	1	2	2	2	2
4033 CABLE T.V.& T-MOBILE PG4	52	50	50	50	50
4034 ADVERTISING PG4	176	168	160	150	150
4035 LEGAL COLLECTIONS PG4	42	46	40	40	35
4038 OPEN SPACE PG4	0	10	0	0	0
4040 TENNIS FEES PG4	4	4	4	4	4
4041 DIRECTORY ADVERTISING PG4	16	0	0	0	0
SUB TOTAL	<u>2645</u>	<u>2476</u>	<u>2768</u>	<u>2796</u>	<u>2973</u>
4015 EQ BOARDING REV PG5	448	478	484	447	454
4016 EQ OTHER REV PG5	21	24	25	22	22
4018 EQ ACADEMY TUITION PG5	90	86	85	80	80
4020 EQ HORSE USE PG5	39	34	33	35	35
4022 EQ CAMP TUITION PG5	14	14	15	13	13
SUB TOTAL	<u>612</u>	<u>636</u>	<u>642</u>	<u>597</u>	<u>604</u>
TOTAL REVENUE	<u>3257</u>	<u>3112</u>	<u>3410</u>	<u>3393</u>	<u>3577</u>
PROJECTED PRIOR YEAR END BALANCE			55	0	73
EXPENSES & RESERVES					
COLA					18
GENERAL OPERATIONS PG6	568	505	535	523	525
OPERATIONS AND MAINTENANCE PG9	884	805	1080	1057	951
ADMINISTRATION PG12	316	319	325	319	320
OPEN SPACE MAINTENANCE PG17	498	520	597	595	585
ONE TIME PROJECTS	0	0	0	0	347
SUB TOTAL	<u>2266</u>	<u>2149</u>	<u>2537</u>	<u>2494</u>	<u>2746</u>
EQUESTRIAN OPERATIONS PG14	489	507	509	471	475
EQUESTRIAN RIDING SCHOOL PG14	138	142	133	124	128
SUB TOTAL	<u>627</u>	<u>649</u>	<u>642</u>	<u>595</u>	<u>603</u>
TOTAL EXPENSES	<u>2893</u>	<u>2798</u>	<u>3179</u>	<u>3089</u>	<u>3349</u>
RESERVE REPLACEMENT FUNDING PG21	270	269	250	250	250
SPECIAL PROJECTS/ KC2020	58	111			
CONTINGENCY	21	3	36	36	50
TOTAL EXPENSES & RESERVE	<u>3242</u>	<u>3181</u>	<u>3465</u>	<u>3375</u>	<u>3649</u>
NET INCOME (LOSS) (1)	<u>15</u>	<u>-69</u>	<u>0</u>	<u>73**</u>	<u>0</u>

*2016 RESIDENTIAL DUES @\$48/MONTH, APARTMENTS @\$36/MONTH AND COMMERCIAL PROPERTY @\$32/MONTH/ACRE

**Includes \$55K 2014 year end balance

KEN-CARYL RANCH MASTER ASSOCIATION
2016

BUDGET

MONTHLY DUES ASSUMPTION FOR REVENUES

RESIDENTIAL

REVENUE

4,146 Units @\$48.00 per month	\$2,388,096
250 Apartments @\$36.00 per month	\$108,000

COMMERCIAL

(Assessed at \$32.00 per acre or fraction thereof)

	<u>ACRES</u>
Balcomie LLC.	2
Johns Manville	83
Ken-Caryl Business Center (Individual Owners)	262
King Soopers Shopping Center 1 st Bank Tres Portillos Dillon Real Estate KKG-IV LLC	12
Lockheed Martin	125
Manor House	6
Marketplace	7
Safeway Center	17
Safeway	11
McDonald's	2
US Bank	2
American Blue Ribbon Holdings	2

		<u>ACRES</u>	<u>REVENUE</u>
Starr Centre		14	
Clocktower	1		
Conoco	2		
Guaranty Bank	1		
Michael Cole LLC.	1		
B&U Investment LLC H. Inn	2		
Gateway	2		
Ihop	1		
B&U Investment LLC vacant	2		
12684 West Indore Holdings	2		
Alterra		<u>4</u>	
Total Commercial		537 @ \$32/Month	\$206,208

TOTAL RESIDENTIAL & COMMERCIAL REVENUE \$2,702,304

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
REVENUE RECAP

- 4010 Monthly Dues - Revenue from monthly, \$48.00 residential member assessments, \$36.00 apartment units and commercial assessment at \$32.00 an acre or fraction thereof.
- 4011 Interest/Late charges - Amounts collected for interest and late charges for delinquent homeowners assessments.
- 4012 Transfer Fees - \$50.00 per unit fee collected for processing each resale on the Ken-Caryl Ranch and \$25.00 per unit for each refinance status letter.
- 4030 Other Income – Miscellaneous income, including \$6,000 from MD for trash service.
- 4031 Interest Income - Interest received on Association funds in interest-bearing accounts
- 4033 Cable TV and T-Mobile - Revenue from Cable TV (\$25,000) and Ranch House T-Mobile cellular site (\$25,000).
- 4034 Advertising - Revenue generated from ads placed in the bi-weekly newsletter. Assumes a 3% increase in ad rates for 2016.
- 4035 Legal Collections (Delinquencies) - Attorney fees expended by KCRMA which are then collected by the Association during the delinquency process.
- 4040 Tennis Fees – Fees collected from tennis program participants to help reserve for the cost of replacing the courts at the Ranch House and Bradford Recreation Center.
- 4041 Directory Advertising – Revenue generated from ads placed in the bi-annual Resident Directory. No directory planned for 2016.

- 4015 Equestrian Center Boarding Revenue – Revenue for horses boarded at the center. A surcharge will be added whenever the price of hay exceeds \$240/ton. Total horses - 110.
- 4016 Equestrian Center Other Revenue - Revenue for Equestrian service fees, arena usage, tack storage and trailer parking.
- 4018 Equestrian Riding Academy Tuition – Revenue received from lesson programs.
- 4020 Equestrian School Horse Use - Revenue from lesson leases of KCRMA owned horses.
- 4022 Equestrian Center Summer Camp Tuition – Revenue received from summer camp programs.

EXPENSE RECAP

General Operations – Provides for operational services to the Association

Operations and Maintenance – Provides for association maintenance responsibilities

Administration – Provides for management of association and financial services

Open Space Maintenance – Provides for management and maintenance of non-irrigated lands including properties owned and leased by the Metropolitan District in accordance with the 2013 Cooperative Agreement.

Equestrian Operations – Provides for Equestrian boarding services

Equestrian Riding School – Provides for Equestrian lesson program

Reserve Funding – Annual contribution to the Reserve Fund from assessments, a contribution is also made from the Equestrian operation

Contingency – Provides funds to be used by the Board as needed during the year for unanticipated projects.

One Time Projects - These are projects that are anticipated to be completed in the year budgeted in this case 2016. They are not expected to continue as a regular annual expenditure and therefore not have an ongoing annual requirement for funding. However, some may require multiple years of funding to complete.

GENERAL OPERATIONS (000)

		2013 ACTUAL @\$45	2014 ACTUAL @\$45	2015 PROJECTED PLAN @\$46	2015 PROJECTED EST. @\$46	2016 PLAN @\$48
5500	WAGES/SALARIES	132	111	124	117	117
5501	RECEPTIONISTS	24	24	24	24	26
5506	PAYROLL TAXES	11	10	10	9	9
5507	EMPLOYEE BENEFITS	6	4	5	5	5
5510	RETIREMENT PLAN	6	5	5	5	5
5520	OFFICE SUPPLIES	6	7	7	7	7
5525	TELEPHONE	10	10	10	10	10
5530	POSTAGE	9	9	10	10	10
5535	INSURANCE	148	121	135	135	135
5540	LEGAL/GENERAL	14	8	12	12	12
5539	LEGAL/COVENANTS	7	13	6	6	6
5542	CONSULTANT	4	4	6	6	6
5546	AUDIT	9	8	9	8	9
5555	WEB SITE	1	3	2	3	3
5565	PRINTING/COPYING	6	7	8	8	8
5567	NEWSPAPER (1)	120	111	100	100	107
5568	NEWCOMER/PUBLIC INFO/COUPONS	11	5	12	8	6
5569	RESIDENT DIRECTORY (2)	14	0	0	0	0
5570	COMPUTER SERVICE/SUPPLIES	10	13	12	14	12
5590	ARCHITECTURAL CONSULTANT	15	14	14	12	10
5592	CONTRACT COVENANT INSPEC.		12	19	19	19
5599	SPECIAL EVENTS	5	6	5	5	3
	TOTAL	568	505	535	523	525

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
GENERAL OPERATIONS EXPENSES

- 5500 Salaries & Wages – Salaries for Community Relations Director, Community Standards Administrator, Architectural coordinator and part-time clerical support.
- 5501 Receptionists- 50% of costs associated with receptionist duties during business hours and hostess meetings. (shared with KCRMD)
- 5506 Payroll Taxes – Employer’s share of FICA and Unemployment Insurance.
- 5507 Employee Benefits- Major medical, Long-Term Disability, Dental and Life Insurance for one (1) full-time employee.
- 5510 Retirement – A retirement benefit with KCRMA contributing an equal match of employee contributed funds up to 6% of wages for full-time employees and 3% for part-time employees.
- 5520 Office Supplies – Office supplies, forms and equipment needed to perform the day-to-day operations of the Master Association.
- 5525 Telephone – Costs for phone lines and phone system lease payment. (shared with KCRMD).
- 5530 Postage – Costs for Association postage charges and rental of postage meter. (shared with KCRMD)
- 5535 Insurance – General Liability insurance, Director and Officer Liability insurance, Work Comp., Autos, Umbrella and Property insurance for the Equestrian Center Buildings. (KCRMD insures the other buildings)
- 5540 Legal/General – Attorney to provide general legal advice to the Master Association staff and the Board of Directors.
- 5539 Legal/Covenants – Legal expenses to enforce covenants.
- 5542 Consultant – Fees for consultants as determined by the Board including payroll service.

- 5546 Audit – Annual Audit services.
- 5555 Web Page- Costs shared with KCRMD for maintaining our web page.
- 5565 Printing/Copying - Costs for operation of copy machine including paper, supplies, and maintenance costs. (shared with KCRMD)
- 5567 Newspaper - Costs of printing and distribution of a bi-weekly publication of the newsletter.
- 5568 Newcomer/Public Information - Printing of Master Association guidelines and documents, information brochure, special resident mailings, community guides, maps, newcomer packets and supplies for printing of resident dues coupon booklets.
- 5569 Resident Directory – No printed directory anticipated in 2016.
- 5570 Computer Service – Shared costs with KCRMD for supplies for computer operations, and maintenance on equipment. Also includes software and hardware costs.
- 5590 Architectural Consultant - Services of contract architect serving on the Committee as specified in the legal documents of the Association as a fiduciary duty of the Board of Directors.
- 5592 Contract Covenant Inspection – Third party covenant inspections, twice a month April – October (7 months) and once a month November – March (5 months)
- 5599 Special Events - Costs to provide two community special events.

OPERATIONS & MAINTENANCE (000)

		2013 ACTUAL @\$45	2014 ACTUAL @\$45	2015 PROJECTED PLAN @\$46	2015 PROJECTED EST. @\$46	2016 PLAN @\$48
5313	SIGNAGE	5	40	6	6	6
5314	STREET LIGHTS	27	36	28	28	28
5315	RESIDENTIAL TRASH/RECYCLING	554	568	600	600	600
5317	HISTORICAL SOCIETY COMMITTEE	2	10	7	15	7
5320	RANCH HOUSE MAINT/UTILITIES	40	45	50	50	50
5327	DRAINAGE REPAIR	51	17	100	100	100
5328	IRRIGATION	140	0	110	110	110
5333	TREES	32	8	5	5	5
5331	SIGN PATROL	5	6	6	6	6
5306	ASPHALT PATH REPAIRS		0	2	0	2
5307	ADA MODIFICATIONS	18	4	25	25	25
5308	KC2020/CP IMPLEMENTATION	1	0	8	2	1
5393	BRANNON GEARHART POND		17	0	0	0
5322	RH/DL MASTER PLAN		18	0	0	0
5323	RH BASKETBALL COURT RESURF		11	0	0	0
5309	MANOR HOUSE NOISE		1	5	0	0
5319	CHATFIELD FENCE STAIN			20	1	0
5325	CHATFIELD FENCE COLUMNS			18	18	0
5336	METAL BARN			75	75	0
5324	RH POOL UPGRADES		17	5	5	0
5332	SNOW REMOVAL	2	2	5	5	5
5345	SECURITY	7	5	5	6	6
	TOTAL	884	805	1080	1057	951

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
OPERATIONS AND MAINTENANCE

- 5313 Signage- Maintenance of entry neighborhood monument signs and marquees.
- 5314 Street Lights- Electricity and repair of lights along major streets where there are not any homes.
- 5315 Trash and Recycling Service - Cost for weekly trash and recycling pick-up at all residential properties, Ranch House, Community Center, Parks Shop and the Equestrian Center. Also regular service, estimated to be 50 times a year, on a 40 yard roll off. In addition to the base contract there is funding for a fuel surcharge.
- 5317 Historical Society Committee - Miscellaneous repairs, supplies and support for preservation of historical sites.
- 5320 Ranch House Maintenance and Utilities- 17% of total cost for maintenance and utilities of the Ranch House (KCRMD pays remainder).
- 5327 Drainage- Repairs to existing drainage. There are funds available from prior years and plans to provide additional funding in the future.
- 5328 Irrigation - Cost to replace sections of the irrigation system in conjunction with KCRMD.
- 5333 Trees – Annual expense to plant new trees in the green belts. One time additional charge in 2013 was for removals.
- 5331 Sign Patrol – This is the cost to contract with the MD for weekend sign patrol on the Ranch. \$75 per patrol – April – October 2 times per week, November – March 1 time per week.
- 5306 Asphalt Path Repairs – Cost to perform minor repairs to the asphalt path system while the entire system is converted to concrete over the next 5/6 years.
- 5307 ADA Updates – Costs to make ADA compliant updates to Ranch facilities.
- 5308 KC2020/Community Plan Implementation – Costs to help implement the Community Plan.

- 5393 Brannon Gearhart Pond – Costs to install an aerator and treat pond for algae and sludge. Completed in 2014
- 5322 RH/DL Master Plan – Costs to develop facility master plans for the Ranch House and Dakota Lodge as recommended by the Community Planning Committee. Completed in 2014
- 5323 RH Basketball Court – Costs to replace the asphalt basketball courts surface at the Ranch House with a concrete surface. Completed in 2014
- 5309 Manor House Noise – Costs associated with monitoring noise at the Manor House.
- 5319 Chatfield Fence Stain – Costs to power wash and stain the privacy fence along Chatfield Ave. 2015
- 5325 Chatfield Fence Columns – Costs to repair brick columns included in the fence along Chatfield Ave. 2015
- 5336 Metal Barn Replacement – Costs to replace/repair the Metal School Barn at the Equestrian Center.
- 5324 RH Pool Upgrades – Costs to diagnose and repair leak in wading pool circulation system. 2015
- 5332 Snow Removal – Snow removal services provided by the MD on open space trails.
- 5345 Security – The Master Association share of the cost to provide contract roving security patrol during the spring and summer two security officers for five hours each Friday and Saturday 9pm- 2am. Additional evenings might be added as necessary. The total cost to be shared between KCRMA and KCRMD.

ADMINISTRATION (000)

		2013	2014	2015 PROJECTED	2015	2016
		ACTUAL	ACTUAL	PLAN	EST.	PLAN
		@\$45	@\$45	@\$46	@ \$46	@ \$48
5600	WAGES/SALARIES	194	198	196	196	196
5606	PAYROLL TAXES	15	16	15	15	15
5607	EMPLOYEE BENEFITS	25	28	26	23	25
5610	RETIREMENT PLAN	12	12	12	12	12
5615	EMPLOYEE EXPENSE	7	5	7	7	7
5621	BOARD EXPENSES	3	4	4	4	4
5616	MEETING EXPENSES	3	3	3	3	3
5617	ELECTION/ANNUAL MEETING	1	6	6	2	6
5618	EMPLOYEE EDUCATION		1	1	1	1
5619	BANK CHARGES		1	1	1	1
5645	LEGAL/DELINQUENCIES	45	41	40	40	35
5650	DUES,FEES,SUBSCRIPTIONS	2	3	4	5	5
5670	DUES WRITE OFFS *	9	1	10	10	10
	TOTAL	316	319	325	319	320

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
ADMINISTRATION EXPENSES

- 5600 Wages/Salaries – Salaries for Executive Director and Finance Manager.
- 5606 Payroll Taxes – Employer’s share of FICA and Unemployment Insurance.
- 5607 Employee Benefits - Major medical, Long-Term Disability, Dental and Life Insurance for two (2) full-time employees.
- 5610 Retirement – A retirement benefit with KCRMA contributing an equal match of employee contributed funds up to 6% of wages for full-time employees.
- 5615 Employee Expense – Business expenses incurred by employees including costs for Executive Director to attend one National CAI Conference.
- 5616 Meeting Expense – Miscellaneous expenses associated with Board of Directors and meetings.
- 5621 Board Expenses – Expenses incurred by Board members in the line of their service. Includes thank you gifts for retiring Board/Committee members.
- 5617 Election/Annual meeting - Costs associated with annual meeting and Volunteer thank you dinner. This includes ballots and postage.
- 5618 Employee Education- Education classes for employees.
- 5619 Bank Charges- Bank service charges.
- 5645 Legal/Delinquencies – Lien filing fees and related legal charges associated with the pursuit of members’ delinquent accounts.
- 5650 Dues, Books, Subscriptions, Fees – The Association subscribes to publications necessary to remain alert and aware of trends in development, changes in law and property conveyances, architecture, computer and financial matters. The Association belongs to professional organizations, e.g., Community Association Institute, and organizations related to Association management and operation. Fees are paid to Foothills thru the Metropolitan District to provide the opportunity for residents of Mountain Gate to use the indoor facilities at the Ridge.

EQUESTRIAN (000)

		2013	2014	2015	2015	2016
		ACTUAL	ACTUAL	PROJECTED PLAN	PROJECTED EST.	PLAN
	EQ BOARDING REV PG5 *	448	478	484	447	454
	EQ OTHER REV PG5	21	24	25	22	22
	EQ ACADEMY TUITION PG5	90	86	85	80	80
	EQ HORSE USE PG5	39	34	33	35	35
	EQ CAMP TUITION PG5	14	14	15	13	13
	TOTAL REVENUE	612	636	642	597	604
	*Assumes feed ave. cost \$240/ton if costs increase a sur charge might be required					
		2013	2014	2015	2015	2016
					PROJECTED	
		ACTUAL	ACTUAL	PLAN	EST.	PLAN
5700	FACILITY MAINTENANCE	11	19	18	5	10
5701	EQUIP.MAINTENANCE	3	6	8	8	8
5702	FEED/GRAIN	194	182	180	155	155
5722	PIPE PEN SAND	4	4	5	5	5
5703	BEDDING	26	30	28	43	30
5704	SHAVINGS PICKUP	22	22	21	21	21
5705	SALARIES/WAGES	155	161	161	147	159
5706	PAYROLL TAXES	13	13	15	14	14
5707	EMPLOYEE BENEFITS	5	11	6	7	7
5708	RETIREMENT	1	3	3	3	3
5710	SPECIAL EVENTS	0	0	1	1	1
5711	TELEPHONE	1	1	1	0	0
5712	INSURANCE	7	14	15	15	15
5713	LEGAL	1	0	1	1	1
5714	OFFICE SUPPLIES	1	1	1	1	1
5715	UNIFORMS	1	0	1	1	1
5716	EMPLOYEE EXPENSE	1	1	1	1	1
5723	HAY STORAGE PAYMENT		5	5	5	5
7004	RESERVES CONTRIBUTION	15	10	15	15	15
5718	UTILITIES	28	24	23	23	23
	TOTAL	489	507	509	471	475
	EQUESTRIAN RIDING SCHOOL				2015	
		2013	2014	2015	PROJECTED	2016
		ACTUAL	ACTUAL	PLAN	EST.	PLAN
6102	SCHOOL HORSE FEED	26	25	25	25	25
6103	FACILITY MAINTENANCE	9	10	9	9	9
6105	WAGES/INSTRUCTORS	69	69	69	65	65
6106	PAYROLL TAXES	6	6	5	5	5
6108	TACK PURCHASE	1	1	1	1	1
6112	INSURANCE	4	10	5	5	5
6113	HORSE PURCHASE	6	5	5	0	4
6114	MISCELLANEOUS SUPPLIES	2	2	2	2	2
6115	TELEPHONE	1	1	0	0	0
6116	VET/SHOEING	14	13	12	12	12
	TOTAL	138	142	133	124	128
	TOTAL EXPENSES	627	649	642	595	603

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET ASSUMPTIONS
EQUESTRIAN CENTER BOARDING OPERATION EXPENSES

- 5700 Facility Maintenance - Repairs and maintenance for Equestrian Center buildings (i.e. waterers, fencing, etc) and maintenance of Equestrian Center grounds to include arenas, drainage and grading.
- 5701 Equipment Maintenance - Repairs and maintenance on all Equestrian Center equipment, including tractors, spreader, truck, hay wagon and fuel expense.
- 5702 Feed/Grain – Hay and grain to maintain boarded horses.
- 5722 Pipe Pen Sand – Sand for footing in the Pipe Pens.
- 5703 Bedding - Shavings to maintain boarded horses.
- 5704 Shavings Pick-Up - Removal of used shavings and manure.
- 5705 Salaries & Wages - Salaries for Equestrian Center personnel: includes Manager, two full-time stable hands and part-time stable hands.
- 5706 Payroll Taxes - Employers share of Equestrian Center FICA and Unemployment Tax.
- 5707 Employee Benefits - Major Medical, long-term disability, dental and life insurance for manager.
- 5708 Retirement - A retirement benefit for manager with KCRMA contributing an equal match of employee contributed funds up to 6% of wages.
- 5710 Special Events - Costs for Equestrian Center horse and boarder events.
- 5711 Telephone - Cost for 1 courtesy/alarm/fax phone and 1 wireless.
- 5712 Insurance - Equestrian Center boarding general liability and workers compensation insurance.
- 5713 Legal - Legal fees associated with the boarding operation.
- 5714 Office Supplies – For Equestrian boarding operations.
- 5715 Uniforms - Protective clothing and EQ identification shirts.
- 5716 Employee Expense- Business expenses incurred by Manager.
- 5718 Utilities – Cost of utilities at the Center.

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET ASSUMPTIONS
EQUESTRIAN RIDING ACADEMY

- 6102 School Horse Feed – Cost of hay and grain to feed 10 school horses @ \$150 per horse per month. Sur charges added when cost of hay exceeds \$240/ton.
- 6103 Facility Maintenance – School share of costs to maintain the center.
- 6104 Instructor Education – Costs for instructors to receive periodic training. Eliminated for 2015.
- 6105 Wages- Wages for instructors and part-time administrative person.
- 6106 Payroll Taxes- Employer’s share of FICA and Unemployment insurance.
- 6108 Tack Purchase – Cost of purchasing tack for the school.
- 6112 Insurance – General Liability and Workers Comp insurance associated with the Riding Academy and Camp programs.
- 6113 Horse Purchases - Cost to purchase school horses for the program.
- 6114 Miscellaneous Supplies – Supplies needed for the operation of the program.
- 6115 Telephone – Eliminated with change in phone system connecting to Ranch House lines.
- 6116 Vet/Horse Shoeing – Cost to shoe the school horses and provide veterinarian care.

OPEN SPACE (000)

		2013	2014	2015 PROJECTED	2015	2016
		ACTUAL	ACTUAL	PLAN	EST.	PLAN
		@\$45	@\$45	@\$46	@ \$46	@ \$48
5901	PAYROLL TAXES	27	27	29	29	29
5902	EMPLOYEE BENEFITS	13	15	29	27	29
5903	RETIREMENT	13	14	14	14	14
5905	VEHICLE MAINTENANCE	9	8	6	9	6
5906	CONTRACT WEED CONTROL	33	33	27	29	33
5907	CONTRACT TRAIL MAINTENANCE	9	19	15	15	15
5908	MOWING - WAGES	11	12	11	13	11
5913	OPEN SPACE SUPPLIES	24	21	20	20	20
5914	UNIFORMS	3	2	3	3	3
5915	VOLUNTEER SUPPORT	1	1	1	1	1
5916	SIGNAGE	6	9	7	8	7
5917	RESTORATION	1	2	8	1	0
5918	FUEL	11	10	9	8	9
5920	FOREST/FUELS MANAGEMENT	10	28	15	15	15
5921	DUES AND SUBSCRIPTIONS	1	0	1	1	1
5922	TRAINING	2	2	2	2	2
5924	SURVEYS	0	0	2	2	2
5926	CONTRACT TRAIL BUILDER	0	0	25	30	25
5927	BIOLOGICAL SURVEYS	0	3	0	3	0
5928	TRAIL PERMITING	0	1	1	1	1
5929	EQUIPMENT	10	9	10	10	10
5930	PATROL	62	56	70	70	70
5931	GENERAL MAINTENANCE	43	32	50	50	50
5932	NOXIOUS WEED CONTROL	18	14	21	21	21
5933	FORESTRY	17	11	9	9	9
5934	TRAIL MAINTENANCE	33	32	49	58	49
5935	TRAIL CONSTRUCTION	24	27	27	20	27
5936	BOUNDARY MANAGEMENT	12	7	8	7	8
5937	WILDLIFE MANAGEMENT	8	14	9	9	9
5938	GENERAL OPERATIONS	104	103	109	100	109
5940	MOWING EQUIPMENT	-7	1	0	0	0
5941	PRAIRIE DOG STUDY	0	7	0	0	0
5942	MANAGEMENT PLAN UPDATE	0	0	0	0	0
	RELOCATE PRAIRIE DOGS			10	10	0
	TOTAL	498	520	597	595	585

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
OPEN SPACE

- 5901 Payroll Taxes- Employers share of Open Space FICA and Unemployment Tax for staff.
- 5902 Employee Benefits- Major Medical, long-term disability, dental and life insurance for five (5) full-time Rangers
- 5903 Retirement – Retirement benefits for four (4) full-time Rangers with KCRMA contributing an equal match of employee contributed funds up to 6%.
- 5905 Vehicle Maintenance- Includes repair and maintenance of Rangers vehicles.
- 5906 Contract Weed Control - Contract for chemical application for noxious weed control in the open space.
- 5907 Contract Trail Maintenance- Repairs to trails using contractor services.
- 5908 Mowing – Wages – Rough cut mowing three times per growing season.
- 5913 Open Space Supplies- Supplies needed to maintain the Open Space, office supplies, tools and (Bradford) port-a-potty cleaning expense.
- 5914 Uniforms – Ranger uniforms.
- 5915 Volunteer Support- Costs associated with volunteer projects.
- 5916 Signage- Open space signs.
- 5917 Restoration- Open space re-seeding.
- 5918 Fuel – Fuel for Ranger vehicles

- 5920 Forest/Fuels Management – Costs for contract management of forest and drainage fuels management following the Fuels Management Plan, remove hazard trees and a third party assessment of our forests.
- 5921 Dues and Subscriptions – Annual membership dues in the Chatfield Watershed Network and publications to help ranger staff stay informed of industry topics.
- 5922 Training – Costs associated with training for Ranger staff.
- 5924 Surveying – Costs to survey for both encroachment enforcement and perimeter boundary marking.
- 5926 Contract Trail Builder – Contractual services to construct trails.
- 5927 Biological Survey –
- 5928 Trail Permits – Permit fees for new trails
- 5929 Equipment – Purchase equipment required for maintaining the open space.
- 5930 Wages – Patrol – Facilities patrols, trail patrols, off-trail patrols, incident reports, CNR reports, sign compliance checks.
- 5931 Wages – General Maintenance – Fence repair and installation, drainage maintenance and project coordination, sign management and installation, trash removal, graffiti clean-up, structure maintenance, snow removal.
- 5932 Noxious Weed Control – In-house herbicide applications and other control measures, planning, mapping, inspecting work by contract and in-house crew, plan and implement restoration work.
- 5933 Forestry – Implement recommendations in Forest Stewardship Plan and Fuels Management Plan; remove hazard trees and trees causing property damage. Perform wildfire fuel hazard assessments for private property owners.
- 5934 Trail Maintenance – Maintenance of existing trail system including hard surface, soft surface and natural surface trails. Coordinate/lead trail volunteers.
- 5935 Trail Construction – Reroutes & new trail construction including design, layout & coordination of biological surveys. Secure permits, maintain reports, logs & other records relevant to trail construction coordinate & train volunteers upon approval by the Board.

- 5936 Boundary Management – Monitor interior and exterior boundaries for encroachments and other rules violations. Administer license agreements, perform property boundary line assessments. Install and preserve boundary markers.
- 5937 Wildlife Management – Educate residents on avoiding conflict with wildlife, respond to wildlife related calls, remove large animal road kill, deer and elk population monitoring. Maintenance of observation logs.
- 5938 General Operations – Trainings, meetings, workshops, conferences, report writing, staff supervision, human resource management, article writing. This is also where; Holiday and PTO time is recorded.
- 5940 Mowing Equipment – Purchase equipment to assume in house rough cut mowing services.
- 5941 Prairie Dog Study – Explore options with a consultant and develop a plan to manage the Prairie Dog Colony southwest of the Manor House.
- 5942 Management Plan Update – Update management plan in cooperation with staff and volunteers

SPECIAL PROJECTS

Project	12/31/2014 Balance	Projected 2015 Added	2015 Expended	Projected 12/31/2015 Balance
EQUESTRIAN CENTER	(\$9,332)	\$20,000		\$10,668
DRAINAGE	\$352,514		\$288,950	\$63,564
CONTRACT TRAIL MAIN	\$4,130			\$4,130
IRRIGATION SYSTEM	\$110,000	\$110,000		\$220,000
IRRIGATION WATER	\$67,611	\$63,000	\$30,000	\$100,611
TREES	\$640		\$640	\$0
ADA	\$21,000	\$25,000		\$46,000
PRAIRIE DOGS	\$10,000	\$10,000		\$20,000
OS MANEMENT PLAN	\$5,000			\$5,000
2015 OPERATIONS	\$55,000			\$55,000
UNDESIGNATED	\$3,422			\$3,422
TOTAL	\$619,985	\$228,000	\$319,590	\$528,395

ONE TIME PROJECTS**2016**

Prairie Dog Colony Restoration	\$20,000
Reserve Study	\$10,000
Ranch House Furniture	\$30,000
Ranch House Art	\$10,000
Irrigation Water	\$63,000
Metal Barn Replacement	\$60,000
Additional 288 Square feet to Dakota Lodge	\$43,000
Trail Maintenance Plan	\$5,000
Stallion Pointe Trail Improvements	\$10,000
Bear Proof Trash Cans	\$5,000
Mastadon Trail Guardrail	\$13,000
Dochman Biology	\$8,000
2015 Trail construction completion	\$7,000
Replace Valley entry Marquee	\$13,000
Bond Projects Contingency	\$50,000
TOTAL	\$347,000

KEN-CARYL RANCH MASTER ASSOCIATION
2016 BUDGET
BUDGET ASSUMPTIONS
ONE TIME PROJECTS

These are projects that are anticipated to be completed in the year budgeted in this case 2016. They are not expected to continue as a regular annual expenditure and therefore not have an ongoing annual requirement for funding. However, some may require multiple years of funding to complete.

Prairie Dog colony restoration – in this first year of this project it is anticipated that funds will be used to develop a plan to restore the land where the “Manor House” colony lived and complete the first phase of restoration.

Reserve Study – traditionally the Reserve Study has been updated annually as a staff function. However, with all of the work being completed as part of the Bond projects the Board thought it would be good to have a third party review and update the Study this time.

Ranch House furniture - funding to supplement the bond project funding for new furniture in the Ranch House.

Ranch House art – funding for new art in the Ranch House after bond projects are completed.

Irrigation water – funding to be added to the funds already available in the Special Project account (\$67,612) to assist in the MD water bills in 2016 should they exceed \$200,000.

Metal barn replacement – funding to be added to funds already available (\$75,000) to replace the metal building/riding school at the Equestrian Center.

Trail maintenance plan – funding to develop a trails maintenance plan.

Stallion Pointe Trail improvements – funding for phase I of the Stallion Pointe Trail improvements.

Bear proof trash cans – funds to purchase 3 new bear proof trash cans.

Mastadon Trail guardrail – funds to design and install a guard rail along Ken Caryl Ave. for the new Mastadon Trail.

Dochman biology – funds to prepare a biological study of the Dochman area of open space.

**2016
RESERVES**

Balance 12/31/15	+	\$1,450,000
2016 Funding	+	\$265,000
2016 Interest	+	\$7,000*
2016 Expenditures	-	<u>\$336,969</u>
Balance 12/31/16		\$1,385,031

*Anticipates an average balance of \$1,400,000 @ .5% interest.

2016 Reserve Use of Funds Schedule

RH Flooring	\$15,450
RH HVAC - condensers	\$5,200
RH HVAC Air Handlers	\$3,690
BR Parking lot crack fill, seal, stripe	\$2,317
BR Iron Fence	\$23,000
EC Paint Dakota Lodge	\$5,098
EC Replace John Deere tractor	\$40,000
EC Paint Tack Building	\$2,000
EC Paint Maintenance Shop	\$3,914
EC Paint Carriage House	\$1,500
EC Paint Shed Row	\$2,800
GB Replace concrete walks	\$10,000
GB Heirloom playground	\$51,000
GB Saddlewood playground	\$36,000
GB Replace Settlement bridge	\$10,000
OS Asphalt conversion	<u>\$125,000</u>
TOTAL	\$336,969