



Ken-Caryl Ranch Master Association

**BOARD OF DIRECTORS
BUSINESS MEETING AGENDA
RANCH HOUSE
Tuesday, June 20, 2017
6:30 PM**

- I. ** - Call to Order – Pledge of Allegiance
- II. Conflict of Interest/meeting introduction
- III. Approval of Minutes – May Business Meeting
- IV. Financial Report – May Financials
- V. Member Open Forum - Resident comments on subjects not on the agenda – 10 minutes' maximum total time allowed ***
- VI. Communication/Discussion Items
 - A. Introduce – New Finance Manager, Elizabeth Modisette
 - B. Discussion – Installation of fire danger sign
 - C. Review – Equestrian Center Status Report
- VII. Action Items –
Motion: “A” A motion adopting rule on outdoor speakers
Motion: “B” A motion adopting rule regarding the use of e-bikes as OPDMDs
- VIII. Committee and Task Force reports by Board representatives
- IX. Manager's Report – golf course update
- X. Executive session
- XI. Reconvene open meeting if the Board decides to take action.
- XII. Adjournment

*Individuals who require special accommodation to attend and/or participate in this meeting should call 303.979.4070 ext. 136 to advise the ADA compliance officer of their specific need(s) 48 hours prior to the meeting.

**Times are estimates and discussions are subject to begin before designated times and/or extend beyond the designated times. Topics are subject to change and new ones may be introduced at the meeting.

***Members who would like to address the Board in more detail than is possible during the 10 minute resident comment section are asked to submit their thoughts in writing to staff the week prior to the Board meeting so it may be included in the Board package and scheduled as a part of the agenda.

III.

MINUTES OF THE MONTHLY BUSINESS MEETING

OF THE BOARD OF DIRECTORS OF THE

KEN-CARYL RANCH MASTER ASSOCIATION

HELD May 16, 2017

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, May 16, 2017 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:34 p.m. by President Seth Murphy.

Attendance

Board: Chris Figge, Dan Mullins, Angela York, Seth Murphy.

Staff members in attendance: Chris Pacetti, Sean Warren and Victoria DeSair.

Others in attendance: Tom Thompson, Jim Lawrence, Allen Gallamore, Dan Hatlestad, Melinda and Scott Brubaker, John Fosholt, John Brant

Conflicts of Interest

Seth Murphy requested any Board member who may have a potential conflict of interest disclose said conflict prior to any discussion at the meeting. No other new conflicts had been discussed prior to this meeting and all prior conflicts were hereby incorporated into these minutes by reference.

Agenda Change

Chris Figge made a motion to change e-bikes from a discussion item to an action item.
Seconded by Dan Mullins
Motion was approved unanimously.

Approval of Minutes

There were no amendments to the minutes of the April 18, 2017 regular meeting of the Board of Directors.
Motion to approve the minutes made by Chris Figge
Seconded by Dan Mullins
Motion was approved unanimously.

Financials

April financials were emailed to the Board prior to the meeting. The April check register was emailed to the Board for their review prior to the meeting. Seth Murphy asked why revenue is under budget year to date. Chris Pacetti explained that cable TV revenue comes in one check for

the whole year, and we haven't yet received it. Advertising revenue is also down but is expected to pick up in the summer.

Motion to accept the financials made by Dan Mullins

Seconded by Chris Figge

Motion was approved unanimously.

Member Comments Not Related to Agenda

- N/A

Communication/Discussion Items

- Allen Gallamore, Colorado State Forest Service, gave a report on Ken-Caryl Ranch's plan for addressing forestry and wildfire management. He said Ken-Caryl Ranch is ahead of schedule. The Firewise Committee was recognized by the State Forest Service, and Allen presented the committee members with an award.
- Dan Hatlestad from the Firewise Committee presented information about the committee's work in the community. He discussed Ken-Caryl Ranch's risk for wildfire and asked for the Board's continued financial support for Firewise education and wildfire reduction efforts.
- West Metro has offered a fire danger sign at the entrance to the Valley. There is concern about the appearance of the sign. The Board discussed the pros and cons of having a fire danger sign and would like to pursue options. The Board wants Chris Pacetti to talk to Precision Sign Company, which is designing the new marquee sign in the Valley, about fire danger sign options: Fire Danger High/Extreme, Fire Ban in Effect, Fire Restrictions. They want the signs to be in different colors.
- John Brant, Trail Club president, presented the Annual Trail Club report. The report was included in the Board Packet. The Trail Club is seeing an increase in demand from Willow Springs for KCR trail use tags and vice versa, so the Trail Club may request the Master Association Board increase the number of available tags. They would also like to consider continued evaluation of the donation-in-lieu-of-volunteer-hours program. This will be discussed again towards the end of the trail season. John showed the Board a flyer for the Open Space kiosks and asked for approval to use the KC logo. The Board approved use of the logo.
- Staff notified the Board about the Kiln Trail re-route plans.
- Open Space Manager Sean Warren presented design options for the Brannon-Gearhart Trail crossing improvement project. The Board did not see any reason to spend extra money just for a more attractive pipe.
- The Board discussed the possibility of issuing an open space trail bracelet in exchange for professional services. There is a possible opportunity to exchange a trail bracelet for the services of a wetlands delineator expert. This brought up a discussion on what our wetlands policy is, and there is currently not a policy. Staff will research the wetlands policy of other open space departments. The discussion was tabled until more research is done.
- Staff gave an overview of the 2016 Reserve Study. The Master Association is currently 89% funded for reserves. The Board asked why we are funded at a higher percentage now

compared to 2013. Chris Pacetti will research the reserve figures and report back to the Board at the June meeting.

- The Board intends to pass a motion to allow e-bikes as a mobility device in the private open space pending final language of the policy.
- Chris Pacetti updated the Board on the Deer Creek Golf Course rezoning. The Planning Commission hearing was continued to June 14. The Office Park Association has hired an attorney for legal advice on allowing residential homes. The attorney recommended that they schedule a vote to see if the members support this action.

Action Items

Motion: A Motion authorizing staff to allow the use of class 1 pedal-assist e-bikes as Other Power-Driven Mobility Devices on Ken-Caryl Ranch private open space and directing staff to write an amendment to the Open Space Rules to be approved at the next Board meeting.

Motion made by Angela York

Seconded by Chris Figge

Following discussion, the motion was approved unanimously.

Motion: A Motion adopting the amended Policy Regarding the Adoption and Amendment of Policies.

Motion made by Seth Murphy

Seconded by Chris Figge

Following discussion, the motion was approved unanimously.

Motion: A Motion authorizing an expenditure of \$7,000 to complete Cougar trail construction. Funding source 2017 contingency – balance available \$40,000.

Motion made by Chris Figge

Seconded by Angela York

Following discussion, the motion was approved unanimously.

Motion: A Motion authorizing \$78,000 for replacement footing at the three riding arenas at the Equestrian Center. Funding source Reserve fund.

Motion made by Chris Figge

Seconded by Dan Mullins

Following discussion, the motion was approved unanimously.

Committee and Task Force Reports

- Parks Advisory Committee met May 15 and will meet again in the fall after the Parks Department busy work season.
- The Community Planning Committee is working on the resident survey and will have a draft for board review in July.
- A June 8 open house is scheduled for the East Plum Thicket Manzanita Social Trail Conversion Plan.

Manager's Report

- A written copy of the report was included in the Board Packet.
- Chris Pacetti reported that Annette Chavez retired, and her replacement, Elizabeth Modisette, is now full time.
- Chris Pacetti provided an update on security services in the North Ranch and Brannon-Gearhart Park. The Board wants to proceed with the planned security patrols for the summer but only having one patrol car instead of two. Later this summer, the Board will discuss possibly extending patrols past Labor Day.

Adjournment

There being no further items for discussion, the meeting adjourned at 9:53 p.m.

Respectfully submitted,

Victoria DeSair, Secretary of the Meeting

IV.

Memorandum

To: Board of Directors
From: Chris Pacetti
Date: June 20, 2017
Re: Financial Summary

The Financial Summary for End of May 2017.

The YTD Operating Revenue is \$22,711 under plan:

The YTD Operating Expenses are \$265,258 under plan:

Administration – [\$7,675]

General Operations – [\$4,884]

Contingency – [\$14,400]

Open Space – [\$81,816]

Operations and Maintenance – [\$103,338]

One Time Projects – [\$71,939]

The YTD Equestrian Net Operating Revenue is \$38,115

**Ken-Caryl Ranch Master Association
Financial Summary – 5/31/17**

	<u>Actual Current Month</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<u>Total Operating Rev:</u>	\$251,690	\$1,241,463	\$1,264,175	\$3,038,000
<u>Total Operating Exp:</u>	\$127,130	\$976,214	\$1,294,051	\$2,778,003
<u>Total Operating Net Inc:</u> Pre Depreciation and Reserve	\$124,560	\$250,249	[\$29,876]	\$260,000
<u>Reserve Contribution:</u>	\$41,666	\$125,000	\$110,415	\$250,000
<u>Total Equestrian Rev:</u>	\$48,843	\$247,251	\$254,165	\$610,000
<u>Total Equestrian Exp:</u>	\$59,666	\$209,136	\$249,266	\$610,000
<u>Total Equestrian Net Inc:</u>	[\$10,823]	\$38,115	\$4,899	\$0

Cash Positions

Operating account –	\$1,399,589
Special Project Fund -	\$492,472
Equestrian –	[\$11,711]
Drainage -	\$178,944
Irrigation replacement -	\$180,100
OS Management plan -	\$3,677
2017 Operations -	\$40,000
Trail construction -	\$13,650
Metal barn -	\$0
Bond projects	\$12,563
Undesignated	\$43,097
Reserve Fund –	\$1,616,503
Drainage Deposit – Jeffco -	\$7,762
KCRMD short term funding-	\$0

Ken-Caryl Ranch Master Association Consolidated

*BALANCE SHEET OPERATING

MAY 31, 2017

ASSETS

	Current	Prior
UNION BANK	61,583.86	146,148.07
CASH CO CREDIT UNION	120,738.08	33,294.46
SMARTST MONEY MKT	117,268.12	116,570.80
CO CREDIT UNION - CAFETERIA	2,182.38	2,182.38
CO CREDIT UNION - BENEFITS	12,507.49	12,955.49
PETTY CASH	100.00	100.00
KCRMD Short Term Funding	0.00	85,000.00
CD 07/31/17 @ 0.750%	100,000.00	100,000.00
CD 10/16/17 @ 0.700%	100,000.00	100,000.00
CD 07/25/17 @ 0.700%	100,000.00	100,000.00
CD 10/30/17 @ .700%	100,000.00	100,000.00
CD 08/14/17 @ 0.700%	100,000.00	100,000.00
CD 11/28/17 @ .800%	150,000.00	150,000.00
CD 11/13/17 @ .700%	100,000.00	100,000.00
CD 10/31/17 @ 0.700%	150,000.00	150,000.00
CD 8/2/17 @ 0.650%	100,000.00	100,000.00
CD 06/12/17 @ 0.600%	100,000.00	100,000.00
ACCOUNTS RECEIVABLE DUES	50,945.61	54,098.41
ACCOUNTS RECEIVABLE/ADVERTISE	4,592.85	3,812.00
A/R DRAINAGE GUARANTEE	7,762.15	7,762.15
DOUBTFUL COLLECTIONS	(34,999.52)	(34,999.52)
A/R INSURANCE	2,307.00	2,307.00
DUE TO/FROM SPEC PROJ FUND	0.00	(70,846.00)
OTHER PREPAIDS	9,585.00	9,585.00
PROPERTY AND EQUIPMENT	2,291,864.40	2,291,864.40
EQ ARENA CONSTRUCTION	498,064.91	498,064.91
ACCUMULATED DEPRECIATION	(1,143,324.73)	(1,138,146.68)
TOTAL	<u>3,101,177.60</u>	<u>3,119,752.87</u>
TOTAL Assets	<u><u>3,101,177.60</u></u>	<u><u>3,119,752.87</u></u>

Ken-Caryl Ranch Master Association Consolidated

*BALANCE SHEET OPERATING

MAY 31, 2017

LIABILITIES & EQUITY

	Current	Prior
ACCOUNTS PAYABLE	13,538.72	28,203.58
DUES PAID IN ADVANCE	539,200.07	593,571.56
PREPAID ADVERTISING	7,317.81	7,045.81
ACCRUED VACATION/SICK LEAVE	110,240.99	110,240.99
KCRMD PAYABLE	18,365.92	50,122.28
RETIREMENT WITHHOLDING	1,175.46	1,175.46
SIMPLE RETIREMENT PLAN	5,791.46	5,750.91
FSA ACCT. FUNDING	(2,220.56)	(2,580.14)
TOTAL	<u>693,409.87</u>	<u>793,530.45</u>
Equity		
CONTRIBUTED CAPITAL	414,067.86	414,067.86
TRANSFER FROM RESERVES	58,494.00	58,494.00
TRANSFER TO/FROM RES	(27,589.00)	(27,589.00)
TRANSFER BETWEEN FUNDS-OPS	(81,363.00)	(81,363.00)
RETAINED EARNINGS	1,353,051.81	1,364,221.56
SPEC PROJ FUND	581,193.00	581,193.00
Current Year Net Income/(Loss)	109,913.06	17,198.00
TOTAL Equity	<u>2,407,767.73</u>	<u>2,326,222.42</u>
TOTAL Liabilities AND Equity	<u><u>3,101,177.60</u></u>	<u><u>3,119,752.87</u></u>

Ken-Caryl Ranch Master Association EQC
BALANCE SHEET
MAY 31, 2017

ASSETS

	Current	Prior
ACCOUNTS RECEIVABLE - EQ	4,352.00	4,930.50
EQ FEED INVENTORY	16,931.00	19,307.00
TOTAL	21,283.00	24,237.50
TOTAL Assets	21,283.00	24,237.50

LIABILITIES & EQUITY

	Current	Prior
ACCOUNTS PAYABLE	0.00	9,051.89
PREPAID EQ BOARD	3,542.00	3,296.00
TOTAL	3,542.00	12,347.89
Equity		
RETAINED EARNINGS	(20,374.23)	(37,048.98)
Current Year Net Income/(Loss)	38,115.23	48,938.59
TOTAL Equity	17,741.00	11,889.61
TOTAL Liabilities AND Equity	21,283.00	24,237.50

Ken-Caryl Ranch Master Association Reserve

BALANCE SHEET

MAY 31, 2017

ASSETS

	Current	Prior
Reserve		
KEY BANK	204,505.71	220,462.12
RBC MM - RESERVES	21,948.10	64,117.82
TOTAL Reserve	<u>226,453.81</u>	<u>284,579.94</u>
CD 05/24/19 @ 1.65%	100,000.00	0.00
TOTAL	<u>100,000.00</u>	<u>0.00</u>
Reserve		
CD 02/22/18 @ 0.800%	100,000.00	100,000.00
CD 08/21/19 @ 02.100%	100,000.00	100,000.00
CD 06/25/18 @ 01.600%	100,000.00	100,000.00
CD 12/09/24 @ 02.250%	42,000.00	42,000.00
CD 09/28/18 @ 1.41%	100,000.00	100,000.00
CD 11/27/17 @ 01.500%	50,000.00	50,000.00
CD 03/24/28 @ 02.000%	60,000.00	60,000.00
CD 10/30/17 @ 01.500%	75,000.00	75,000.00
CD 08/02/17 @ 1.70%	100,000.00	100,000.00
CD 03/30/20 @ 01.250%	100,000.00	100,000.00
OTHER INCOME	2,034.46	2,034.46
CD 08/19/19 @ 02.200%	60,000.00	60,000.00
INTEREST RECEIVABLE	21,015.26	21,015.26
CD 6/6/17 @ 01.100%	25,000.00	25,000.00
CD 6/19/17 @ 01.100%	50,000.00	50,000.00
CD 10/11/18@02.05%	80,000.00	80,000.00
CD 06/30/34 @ 03.250%	100,000.00	100,000.00
CD 08/30/18	75,000.00	75,000.00
CD 09/11/17 @ 01.25%	50,000.00	50,000.00
TOTAL Reserve	<u>1,290,049.72</u>	<u>1,290,049.72</u>
TOTAL Assets	<u>1,616,503.53</u>	<u>1,574,629.66</u>

LIABILITIES & EQUITY

	Current	Prior
KCRMD PAYABLE	15,981.10	15,981.10
TOTAL	<u>15,981.10</u>	<u>15,981.10</u>
Equity		

Ken-Caryl Ranch Master Association Reserve

BALANCE SHEET

MAY 31, 2017

LIABILITIES & EQUITY

	Current	Prior
Equity		
TRANSFER TO/FROM RES	(36,937.00)	(36,937.00)
TRANSFER BETWEEN FUNDS-RES	86,502.00	86,502.00
RET EARNINGS - RESERVE	1,416,743.25	1,416,743.25
RETAINED EARNINGS	134,819.68	134,819.68
Current Year Net Income/(Loss)	48,959.50	7,085.63
TOTAL Equity	<u>1,650,087.43</u>	<u>1,608,213.56</u>
Reserve		
TRANSFER TO OPERATING	(49,565.00)	(49,565.00)
TOTAL Reserve	<u>(49,565.00)</u>	<u>(49,565.00)</u>
TOTAL Liabilities AND Equity	<u><u>1,616,503.53</u></u>	<u><u>1,574,629.66</u></u>

Ken-Caryl Ranch Master Association Special Projects
BALANCE SHEET
MAY 31, 2017

ASSETS

	Current	Prior
Special Projects		
SPECIAL PROJECT MM- RBC	(28,383.49)	85,094.69
TOTAL Special Projects	(28,383.49)	85,094.69
DUE TO/FROM SPEC PROJ FUND	70,846.00	70,846.00
TOTAL	70,846.00	70,846.00
Special Projects		
CD 06/14/17 @ 0.65%	150,000.00	150,000.00
INTEREST RECEIVABLE	9.86	9.86
CD 05/17/17 @ 00.650%	0.00	150,000.00
CD 05/29/18 @ 1.1%	150,000.00	0.00
CD 02/28/18 @ 1.15%	150,000.00	0.00
TOTAL Special Projects	450,009.86	300,009.86
TOTAL Assets	492,472.37	455,950.55

LIABILITIES & EQUITY

	Current	Prior
ACCOUNTS PAYABLE	5,809.00	0.00
KCRMD PAYABLE	2,437.25	2,437.25
TOTAL	8,246.25	2,437.25
Equity		
TRANSFER BETWEEN FUNDS-SP	50,458.00	50,458.00
RET EARNINGS - SPEC PROJ	509,160.18	509,160.18
RETAINED EARNINGS	22,878.26	28,687.26
Current Year Net Income/(Loss)	(98,270.32)	(134,792.14)
TOTAL Equity	484,226.12	453,513.30
TOTAL Liabilities AND Equity	492,472.37	455,950.55

Ken-Caryl Ranch Master Association Consolidated

INCOME STATEMENT OPERATING

PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			ANNUAL BUDGT
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	
Revenue					
MONTHLY DUES	229,287.59	1,149,759.86	1,148,750.00	1,009.86	2,757,000.00
INTEREST/LATE CHARGES	1,163.59	5,388.18	4,585.00	803.18	11,000.00
TRANSFER/REFI FEES	2,150.00	4,525.00	5,835.00	(1,310.00)	14,000.00
OTHER INCOME	694.00	1,329.00	3,335.00	(2,006.00)	8,000.00
INTEREST INCOME	833.65	2,701.33	2,085.00	616.33	5,000.00
CABLE TELEVISION/T-MOBILE	2,166.67	10,833.35	22,500.00	(11,666.65)	54,000.00
ADVERTISING REVENUE	13,514.60	57,680.70	62,500.00	(4,819.30)	150,000.00
LEGAL COLLECTIONS	1,879.91	9,245.76	14,585.00	(5,339.24)	35,000.00
TENNIS INCOME	0.00	0.00	0.00	0.00	4,000.00
TOTAL	251,690.01	1,241,463.18	1,264,175.00	(22,711.82)	3,038,000.00
TOTAL Revenue	251,690.01	1,241,463.18	1,264,175.00	(22,711.82)	3,038,000.00
Expenses					
<u>Administration</u>					
SALARIES/WAGES (ADMIN)	17,507.96	81,415.54	75,000.00	6,415.54	195,000.00
PAYROLL TAXES (ADMIN)	1,360.23	7,105.42	5,765.00	1,340.42	15,000.00
EMPLOYEE BENEFITS (ADMIN)	1,727.29	10,147.67	10,000.00	147.67	26,000.00
RETIREMENT FUNDING (ADMIN)	786.28	3,815.74	4,625.00	(809.26)	12,000.00
EMPLOYEE EXPENSE	222.45	1,360.89	2,915.00	(1,554.11)	7,000.00
MEETING EXPENSE	387.62	600.50	1,250.00	(649.50)	3,000.00
ELECTION/ANNUAL MEETING	0.00	5,827.85	6,000.00	(172.15)	6,000.00
EMPLOYEE EDUCATION	12.00	733.00	1,000.00	(267.00)	1,000.00
BANK CHARGES	26.68	26.68	415.00	(388.32)	1,000.00
COLA	0.00	0.00	0.00	0.00	18,000.00
BOARD EXPENSES	0.00	3,515.99	4,000.00	(484.01)	4,000.00
LEGAL (DELINQUENCIES)	1,251.35	8,611.20	14,585.00	(5,973.80)	35,000.00
DUES,BOOKS,SUBSCRIPTIONS	0.00	549.00	1,665.00	(1,116.00)	4,000.00
DUES WRITE-OFFS	0.00	0.00	4,165.00	(4,165.00)	10,000.00
TOTAL Administration	23,281.86	123,709.48	131,385.00	(7,675.52)	337,000.00
<u>Contingency</u>					
MTN GATE-RIDGE POOL USE	0.00	179.50	0.00	179.50	0.00
CONTINGENCY 2017	0.00	0.00	20,835.00	(20,835.00)	50,000.00
CONT - SHED ROW ELECTRIC	0.00	3,366.00	0.00	3,366.00	0.00

Ken-Caryl Ranch Master Association Consolidated

INCOME STATEMENT OPERATING

PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	ANNUAL BUDGT
CONT - SCHOOL BARN ELECTRIC	0.00	2,889.00	0.00	2,889.00	0.00
TOTAL Contingency	0.00	6,434.50	20,835.00	(14,400.50)	50,000.00
General Operations					
SALARIES/WAGES (OPERATIONS)	7,232.82	41,913.05	38,465.00	3,448.05	100,000.00
RECEPTIONISTS	2,200.00	11,000.00	10,835.00	165.00	26,000.00
PAYROLL TAXES (OPERATIONS)	536.51	3,615.67	3,075.00	540.67	8,000.00
EMPLOYEE BENEFITS (OPERATIONS)	1,016.62	5,083.10	1,925.00	3,158.10	5,000.00
RETIREMENT FUNDING (OPERATIONS)	115.50	578.76	1,150.00	(571.24)	3,000.00
OFFICE SUPPLIES	396.74	2,781.94	2,915.00	(133.06)	7,000.00
TELEPHONE	398.89	2,068.05	3,750.00	(1,681.95)	9,000.00
POSTAGE	817.70	2,924.17	3,335.00	(410.83)	8,000.00
INSURANCE EXPENSE	1,454.02	106,704.04	107,400.00	(695.96)	141,000.00
LEGAL - COVENANT ENFORCEMENT	0.00	0.00	2,500.00	(2,500.00)	6,000.00
LEGAL (GENERAL)	1,509.50	6,570.50	4,165.00	2,405.50	10,000.00
CONSULTANT	254.14	1,325.81	2,500.00	(1,174.19)	6,000.00
AUDIT	1,000.00	9,055.42	9,000.00	55.42	9,000.00
WEBSITE	203.09	1,066.13	1,250.00	(183.87)	3,000.00
PRINTING/COPYING	529.39	3,079.09	2,915.00	164.09	7,000.00
NEWSPAPER	5,895.82	34,412.78	46,118.00	(11,705.22)	109,003.00
PUBLIC INFO/NEWCOMER/COUPONS	0.00	1,923.09	900.00	1,023.09	4,000.00
COMPUTER SERV/SUPPLIES	550.59	5,007.13	5,000.00	7.13	12,000.00
ARCH CONSULTANT	1,187.50	6,029.50	4,165.00	1,864.50	10,000.00
COV ENFORCEMENT	1,529.50	6,118.00	7,915.00	(1,797.00)	19,000.00
SPECIAL EVENTS	3,000.00	4,137.50	1,000.00	3,137.50	7,000.00
TOTAL General Operations	29,828.33	255,393.73	260,278.00	(4,884.27)	509,003.00
One Time Projects					
DL PLAYGROUND, TABLES, BENCHES	0.00	24,000.00	10,000.00	14,000.00	24,000.00
RESIDENT SURVEY	0.00	0.00	10,415.00	(10,415.00)	25,000.00
FENCE NORTH BORDER	0.00	2,450.00	2,085.00	365.00	5,000.00
PRAIRIE DOG RESTORATION	0.00	13,743.00	50,415.00	(36,672.00)	121,000.00
RANCH HOUSE FURNITURE	0.00	592.50	0.00	592.50	0.00
IRRIGATION WATER	0.00	0.00	41,665.00	(41,665.00)	100,000.00
STALLION POINTE TRAIL IMPROVE	0.00	0.00	4,165.00	(4,165.00)	10,000.00
LANDSCAPE MEDIAN BEAUTIFICATION	7,850.77	8 14,355.34	8,335.00	6,020.34	20,000.00

Ken-Caryl Ranch Master Association Consolidated

INCOME STATEMENT OPERATING

PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			ANNUAL BUDGT
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	
TOTAL One Time Projects	7,850.77	55,140.84	127,080.00	(71,939.16)	305,000.00
Open Space					
PAYROLL TAXES (OS)	2,089.38	9,440.85	9,230.00	210.85	24,000.00
EMPLOYEE BENEFITS (OS)	1,939.48	10,471.82	9,230.00	1,241.82	24,000.00
RETIREMENT FUNDING (OS)	1,174.48	5,923.84	5,770.00	153.84	15,000.00
VEHICLE MAINT (OS)	1,735.87	9,150.70	4,165.00	4,985.70	10,000.00
CONTRACT WEED CONTROL (OS)	0.00	0.00	13,750.00	(13,750.00)	33,000.00
CONTRACT 2 TRACT TRAIL MAINT(OS)	0.00	0.00	4,165.00	(4,165.00)	10,000.00
CONTRACT TRAIL MAINT	0.00	0.00	45,000.00	(45,000.00)	108,000.00
OPEN SPACE SUPPLIES	1,833.66	10,500.65	12,500.00	(1,999.35)	30,000.00
UNIFORMS(OS)	883.72	1,855.98	1,250.00	605.98	3,000.00
VOLUNTEER SUPPORT(OS)	560.00	560.00	415.00	145.00	1,000.00
OPEN SPACE SIGNAGE	485.07	2,427.73	4,165.00	(1,737.27)	10,000.00
OS FUEL	360.45	1,464.12	3,335.00	(1,870.88)	8,000.00
FOREST MANAGEMENT(OS)	0.00	0.00	5,415.00	(5,415.00)	13,000.00
OS DUES/SUBSCRIPTION	0.00	0.00	415.00	(415.00)	1,000.00
OS TRAINING	10.00	810.00	835.00	(25.00)	2,000.00
OS SURVEY WORK	0.00	0.00	415.00	(415.00)	1,000.00
OS CONTRACT TRAIL BLDR	0.00	0.00	6,250.00	(6,250.00)	15,000.00
OS TRAIL PERMITTING	0.00	0.00	415.00	(415.00)	1,000.00
OS EQUIPMENT	0.00	6,215.10	4,165.00	2,050.10	10,000.00
OS WAGES - PATROL	8,950.30	33,518.09	26,925.00	6,593.09	70,000.00
OS WAGES - GEN MAINT	6,889.20	28,087.55	21,150.00	6,937.55	55,000.00
OS WAGES-NOXIOUS WEED CONTROL	1,153.43	3,439.26	8,075.00	(4,635.74)	21,000.00
OS WAGES - FORESTRY	786.73	2,831.89	4,230.00	(1,398.11)	11,000.00
OS WAGES - TRAIL MAINT	54.96	1,071.82	770.00	301.82	2,000.00
OS WAGES - TRAIL CONSTRUCTION	1,085.79	2,135.27	3,850.00	(1,714.73)	10,000.00
OS WAGES - BOUNDARY MGMT	1,987.73	4,109.54	3,075.00	1,034.54	8,000.00
OS WAGES - WILDLIFE MGMT	1,165.03	7,620.94	3,075.00	4,545.94	8,000.00
OS WAGES-GEN OPS	3,011.86	24,756.35	41,535.00	(16,778.65)	108,000.00
OS WAGES - MOWING	0.00	286.64	5,500.00	(5,213.36)	13,000.00
PRAIRIE DOG	0.00	13.49	0.00	13.49	0.00
MGMT PLAN UPDATE	140.00	504.00	0.00	504.00	0.00
HAZARD TREE REMOVAL	240.00	2,973.14	2,915.00	58.14	7,000.00

Ken-Caryl Ranch Master Association Consolidated
INCOME STATEMENT OPERATING
PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	
TOTAL Open Space	36,537.14	170,168.77	251,985.00	(81,816.23)	632,000.00
<u>Operations and Maintenance</u>					
ASPHALT PATH REPAIRS	0.00	0.00	835.00	(835.00)	2,000.00
ADA MODIFICATIONS	0.00	0.00	15,000.00	(15,000.00)	15,000.00
SIGNAGE	800.00	2,700.02	2,500.00	200.02	6,000.00
STREET LIGHTS	2,536.19	10,329.63	11,665.00	(1,335.37)	28,000.00
RESIDENTIAL TRASH SERVICE	1,631.48	297,292.15	315,000.00	(17,707.85)	640,000.00
HISTORICAL SOCIETY COMMITTEE	146.97	352.33	2,915.00	(2,562.67)	7,000.00
RANCH HOUSE MAINT/UTILITIES	4,565.17	23,055.29	20,835.00	2,220.29	50,000.00
DRAINAGE REPAIR	3,340.00	21,547.45	41,665.00	(20,117.55)	100,000.00
IRRIGATION SYSTEM	0.00	3,309.45	45,835.00	(42,525.55)	110,000.00
SIGN PATROL	600.00	2,250.00	2,500.00	(250.00)	6,000.00
SNOW REMOVAL	366.21	1,713.44	3,700.00	(1,986.56)	5,000.00
TREES	0.00	0.00	0.00	0.00	5,000.00
SECURITY PATROL	641.10	2,811.30	0.00	2,811.30	6,000.00
CONCRETE REPAIRS	0.00	0.00	6,250.00	(6,250.00)	15,000.00
TOTAL Operations and Maintenance	14,627.12	365,361.06	468,700.00	(103,338.94)	995,000.00
<u>Other</u>					
DEPRECIATION EXPENSE	5,178.05	30,336.70	33,788.00	(3,451.30)	80,462.00
TOTAL Other	5,178.05	30,336.70	33,788.00	(3,451.30)	80,462.00
<u>Other Expense</u>					
RESERVE TRANSFER	41,666.68	125,000.04	110,415.00	14,585.04	265,000.00
TOTAL Other Expense	41,666.68	125,000.04	110,415.00	14,585.04	265,000.00
<u>Reserve</u>					
BANK CHARGES	5.00	5.00	0.00	5.00	0.00
TOTAL Reserve	5.00	5.00	0.00	5.00	0.00
TOTAL Expenses	158,974.95	1,131,550.12	1,404,466.00	(272,915.88)	3,173,465.00
TOTAL NET INCOME (LOSS)	92,715.06	109,913.06	(140,291.00)	250,204.06	(135,465.00)

Ken-Caryl Ranch Master Association EQC
INCOME STATEMENT
PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	ANNUAL BUDGT
Revenue					
EQ BOARDING REVENUE	36,447.50	186,204.69	188,335.00	(2,130.31)	452,000.00
EQ OTHER REVENUE	3,188.00	11,179.00	10,000.00	1,179.00	24,000.00
EQ RIDING SCHOOL REVENUE	5,732.50	22,409.25	35,415.00	(13,005.75)	85,000.00
EQ HORSE LEASE	2,404.00	15,552.00	15,000.00	552.00	36,000.00
EQ CAMP TUITION	1,071.00	11,907.00	5,415.00	6,492.00	13,000.00
TOTAL	48,843.00	247,251.94	254,165.00	(6,913.06)	610,000.00
TOTAL Revenue	48,843.00	247,251.94	254,165.00	(6,913.06)	610,000.00
Expenses					
<u>Equestrian</u>					
EQ FACILITY MAINTENANCE	(677.91)	4,160.78	5,000.00	(839.22)	12,000.00
EQ EQUIPMENT MAINTENANCE	0.00	158.49	2,915.00	(2,756.51)	7,000.00
EQ FEED	12,040.72	48,042.19	59,585.00	(11,542.81)	143,000.00
EQ BEDDING	3,242.00	10,400.00	14,585.00	(4,185.00)	35,000.00
EQ SHAVINGS PICK-UP	2,800.00	6,800.00	11,665.00	(4,865.00)	28,000.00
EQ SALARIES/WAGES	12,408.70	63,125.26	63,075.00	50.26	164,000.00
EQ PAYROLL TAXES	970.55	6,129.82	5,765.00	364.82	15,000.00
EQ EMPLOYEE BENEFITS	445.28	2,683.05	3,845.00	(1,161.95)	10,000.00
EQ RETIREMENT	223.68	1,130.98	1,150.00	(19.02)	3,000.00
EQ SPECIAL EVENTS	0.00	0.00	0.00	0.00	1,000.00
EQ INSURANCE	848.32	2,560.64	6,250.00	(3,689.36)	15,000.00
EQ LEGAL	0.00	0.00	415.00	(415.00)	1,000.00
EQ OFFICE SUPPLIES	84.45	202.04	415.00	(212.96)	1,000.00
EQ UNIFORMS	0.00	0.00	415.00	(415.00)	1,000.00
EQ EMPLOYEE EXPENSE	48.15	99.38	415.00	(315.62)	1,000.00
EQ UTILITIES	1,369.34	7,392.24	8,335.00	(942.76)	20,000.00
EQC PIPE PEN SAND	437.68	1,896.48	2,085.00	(188.52)	5,000.00
TOTAL Equestrian	34,240.96	154,781.35	185,915.00	(31,133.65)	462,000.00
<u>Operations and Maintenance</u>					
RANCH HOUSE MAINT/UTILITIES	98.99	98.99	0.00	98.99	0.00
TOTAL Operations and Maintenance	98.99	98.99	0.00	98.99	0.00
<u>Other</u>					
EQC RESERVE TRANSFER	15,000.00	15,000.00	10,000.00	5,000.00	15,000.00

Ken-Caryl Ranch Master Association EQC
INCOME STATEMENT
PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	ANNUAL BUDGT
TOTAL Other	15,000.00	15,000.00	10,000.00	5,000.00	15,000.00
<u>Riding School - EQ</u>					
RS FEED EXPENSE	2,549.45	9,140.31	10,415.00	(1,274.69)	25,000.00
RS FACILITY MAINT	750.00	3,750.00	3,750.00	0.00	9,000.00
RS WAGES INSTRUCTORS/SEMINARS	3,696.55	18,544.00	24,261.00	(5,717.00)	65,000.00
RS PAYROLL TAXES	351.31	1,797.53	1,925.00	(127.47)	5,000.00
RS - TACK PURCHASE	0.00	0.00	1,000.00	(1,000.00)	1,000.00
RS INSURANCE	424.16	1,280.32	4,165.00	(2,884.68)	10,000.00
RS HORSE LEASES/PURCHASE	120.00	410.00	2,000.00	(1,590.00)	4,000.00
RS MISC. SUPPLIES	285.45	432.36	835.00	(402.64)	2,000.00
RS VET/HORSE SHOEING	2,149.49	3,901.85	5,000.00	(1,098.15)	12,000.00
TOTAL Riding School - EQ	10,326.41	39,256.37	53,351.00	(14,094.63)	133,000.00
TOTAL Expenses	59,666.36	209,136.71	249,266.00	(40,129.29)	610,000.00
TOTAL NET INCOME (LOSS)	(10,823.36)	38,115.23	4,899.00	33,216.23	0.00

Ken-Caryl Ranch Master Association Reserve
INCOME STATEMENT
PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

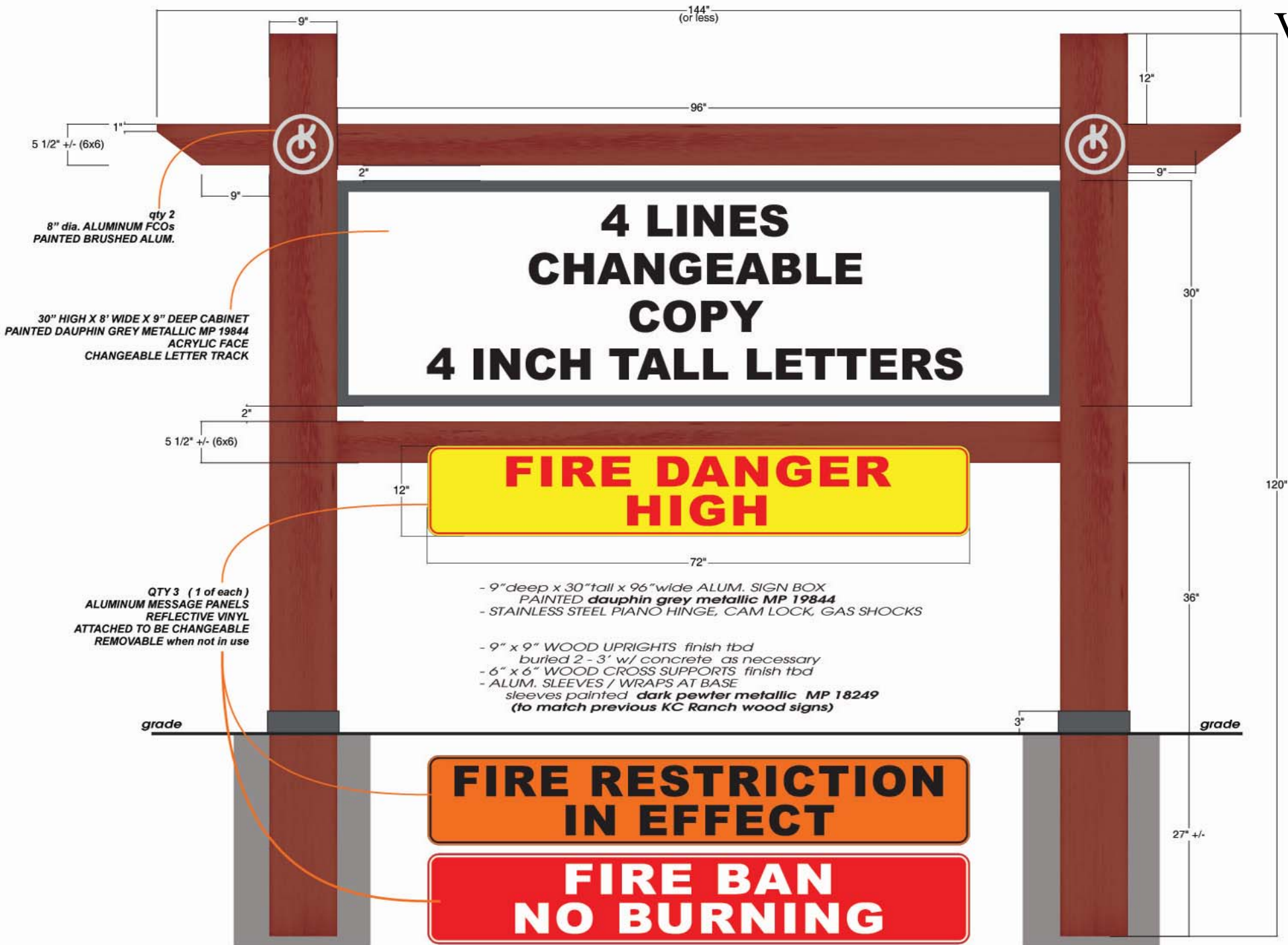
	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	ANNUAL BUDGT
Revenue					
LICENSE PLATE FRAMES	0.00	0.00	55.00	(55.00)	0.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>55.00</u>	<u>(55.00)</u>	<u>0.00</u>
Reserve					
RESERVE FUNDING (ASSESSMENTS)	41,666.68	104,166.70	110,415.00	(6,248.30)	265,000.00
RESERVE FUNDING (EQC)	15,000.00	15,000.00	10,000.00	5,000.00	15,000.00
INTEREST-RESERVE	1,188.29	7,532.63	2,915.00	4,617.63	7,000.00
TOTAL Reserve	<u>57,854.97</u>	<u>126,699.33</u>	<u>123,330.00</u>	<u>3,369.33</u>	<u>287,000.00</u>
TOTAL Revenue	57,854.97	126,699.33	123,385.00	3,314.33	287,000.00
Expenses					
Reserve					
EQ REPLACE JOHN DEER TRACTOR	0.00	0.00	40,000.00	(40,000.00)	40,000.00
OS ASPHALT - CONCRETE TRAILS	0.00	0.00	125,000.00	(125,000.00)	125,000.00
GB REPLACE FENCE N. ENTRANCE	0.00	33,060.00	35,000.00	(1,940.00)	35,000.00
RH HVAC	0.00	3,373.65	8,890.00	(5,516.35)	8,890.00
EC REPLACE FOOTING INDOOR	0.00	0.00	13,000.00	(13,000.00)	13,000.00
EQ INT PASTURE - 3 RAIL	0.00	3,616.05	0.00	3,616.05	0.00
BRADFORD P LOT CRACK FILL/SEAL	0.00	0.00	2,317.00	(2,317.00)	2,317.00
BRADFORD IRON FENCE	0.00	0.00	23,000.00	(23,000.00)	23,000.00
EC LG OUTDR ARENA FOOT	0.00	0.00	17,000.00	(17,000.00)	17,000.00
SPLIT OUTDOOR ARENA FOOTING	0.00	0.00	14,000.00	(14,000.00)	14,000.00
RANCH HOUSE BOILER	15,981.10	31,962.20	0.00	31,962.20	0.00
REPLACE SETTLEMENT BRIDGE	0.00	0.00	10,000.00	(10,000.00)	10,000.00
EQ RS BARN STALLS	0.00	5,727.93	10,000.00	(4,272.07)	10,000.00
PAINT SHED ROW	0.00	0.00	2,800.00	(2,800.00)	2,800.00
EQ PAINT OFFICE	0.00	0.00	2,500.00	(2,500.00)	2,500.00
TOTAL Reserve	<u>15,981.10</u>	<u>77,739.83</u>	<u>303,507.00</u>	<u>(225,767.17)</u>	<u>303,507.00</u>
TOTAL Expenses	15,981.10	77,739.83	303,507.00	(225,767.17)	303,507.00
TOTAL NET INCOME (LOSS)	<u><u>41,873.87</u></u>	<u><u>48,959.50</u></u>	<u><u>(180,122.00)</u></u>	<u><u>229,081.50</u></u>	<u><u>(16,507.00)</u></u>

Ken-Caryl Ranch Master Association Special Projects

INCOME STATEMENT

PERIOD 5/1/2017 TO 5/31/2017 11:59:00 PM

	PERIOD TO DATE	YEAR TO DATE			
	ACTUAL	ACTUAL	CURR BUDGET	BUDGET VAR	ANNUAL BUDGT
Revenue					
INTEREST INCOME	1,109.06	1,109.06	0.00	1,109.06	0.00
TOTAL	<u>1,109.06</u>	<u>1,109.06</u>	<u>0.00</u>	<u>1,109.06</u>	<u>0.00</u>
<u>Special Projects</u>					
SPECIAL PROJECTS FUND	70,846.00	70,846.00	0.00	70,846.00	0.00
INTEREST-SPEC PROJ	0.00	5.56	0.00	5.56	0.00
TOTAL Special Projects	<u>70,846.00</u>	<u>70,851.56</u>	<u>0.00</u>	<u>70,851.56</u>	<u>0.00</u>
TOTAL Revenue	71,955.06	71,960.62	0.00	71,960.62	0.00
Expenses					
<u>Open Space</u>					
PRAIRIE DOG	0.00	20,000.00	0.00	20,000.00	0.00
TOTAL Open Space	<u>0.00</u>	<u>20,000.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>0.00</u>
<u>Special Projects</u>					
SP PROJ BANK CHARGES	25.99	90.99	0.00	90.99	0.00
SPEC PROJ-WATER/IRRIGATION	0.00	0.00	75,040.00	(75,040.00)	180,100.00
SPECIAL PROJECTS - DRAINAGE	0.00	0.00	74,560.00	(74,560.00)	178,944.00
OS CONTRACT TRAIL CONSTRUCTION	28,350.00	28,350.00	17,500.00	10,850.00	42,000.00
SPEC PROJ - OS MGMT PLAN	0.00	0.00	1,530.00	(1,530.00)	3,677.00
SPEC PROJ 2017 OPERATIONS	0.00	0.00	16,665.00	(16,665.00)	40,000.00
SPEC PROJ 2017 UNDESIGNATED	0.00	0.00	8,760.00	(8,760.00)	21,022.00
SPEC PROJ - EQ METAL BARN REPLACE (0.00	(551.08)	0.00	(551.08)	0.00
SPEC PROJ - EQ METAL BARN REPLACE	0.00	(2,248.75)	0.00	(2,248.75)	0.00
SPEC PROJ - BOND PROJ 2017	2,437.25	2,437.25	6,250.00	(3,812.75)	15,000.00
SPEC PROJ EQ RIDING SCHOOL 2017	4,620.00	122,152.53	45,835.00	76,317.53	110,000.00
TOTAL Special Projects	<u>35,433.24</u>	<u>150,230.94</u>	<u>246,140.00</u>	<u>(95,909.06)</u>	<u>590,743.00</u>
TOTAL Expenses	35,433.24	170,230.94	246,140.00	(75,909.06)	590,743.00
TOTAL NET INCOME (LOSS)	<u><u>36,521.82</u></u>	<u><u>(98,270.32)</u></u>	<u><u>(246,140.00)</u></u>	<u><u>147,869.68</u></u>	<u><u>(590,743.00)</u></u>



VI. C.

Status Report 6/1/2017

Currently there is a waitlist for all boarding locations at the Equestrian Center. KC residents (R) have priority over non residents (NR). A separate waitlist is maintained for boarding locations within the center: barn stalls, pipe pens, pasture, etc. Prospective boarders can submit to have their name on one or all of these lists. Independent instructor/trainers are limited to four boarding spaces at the center, including sponsored NR.

The waitlist is updated monthly. It is posted on the Ken Caryl website as well as the indoor arena. Residents have priority on the waitlist followed by non residents. A non resident must be sponsored by a KC resident as well as pay an additional \$20 NR fee each month.

The following locations had openings and were filled this month as follows:

Middle Pasture

Large Pasture

School Pasture

Office Pasture

Shed Row

Main Barn: 3 openings / 3 filled. Openings began on 5/10 filled by 5/31. Required 6 calls on waitlist

Pipe Pens: 4 openings / 2 filled. Opening began 5/11. Currently at 18th person on waitlist.

School Barn

Current status of all boarding locations:

Middle Pasture 8 horses

5 residents

2 sponsored NR

1 trainer personal horse

Large Pasture 20 horses

13 residents

4 sponsored NR

3 trainer sponsored NR

Shed Row 8 horses

6 residents

1 sponsored NR

1 trainer sponsored NR

School Pasture 4 horses

2 residents

1 sponsored NR

1 trainer personal horse

Barn **currently 22 horses with 25 locations**

12 residents
2 sponsored NR
8 trainer sponsored NR
1 trainer personal horse
3 calls out on waitlist

Pipe Pens **34 horses**

22 residents
3 sponsored NR
8 trainer sponsored NR
1 trainer personal horse

Office Pasture **5 horses**

5 residents

School Barn **5 horses**

1 trainer personal horse
2 manager horses
2 residents

Riding School

9 Horses owned
1 Horse leased
2 Horses partial lease for camps

RIDING SCHOOL LESSONS:

Group (3-4 riders per lesson) -
Semi-Private (2 riders per lesson) – 14
Private- 96

Total Lessons: 110

Birthday Party-

The new riding school office, tack storage and tack up area have received very positive feedback from our customers!

Camps are in full swing. All spaces have been filled.

VII. A

Memorandum

To: Members of the Board
From: Chris Pacetti
Date: April 18, 2017
Re: Outdoor speakers

Section 3.05 of the Master Declaration (below) prohibits outdoor speakers without Board approval. We know that many property owners have outdoor speakers and have not pursued them as a covenant violation. This includes the Manor House. Recently they have made some Architectural Committee approved changes to the east side of the Manor House. These changes include the addition of approximately 500 square feet of deck. A concern was raised regarding the possibility of them adding outdoor speakers so I thought it was time to review.

SECTION 3.05 Nuisances. No rubbish or debris of any kind shall be placed or permitted to accumulate upon any property within Ken-Caryl Ranch and no odors shall be permitted to arise therefrom so as to render any such property or any portion thereof unsanitary, unsightly, offensive or detrimental to any other property or to its occupants. No noise or other nuisance shall be permitted to exist or operate upon any such property so as to be offensive or detrimental to any other property or to its occupants. Without limiting the generality of any of the foregoing provisions, **no exterior speakers, horns, whistles, bells or other sound devices (other than security devices used exclusively for security purposes) shall be located, used or placed on any such property without the prior written approval of the Board.**

VII. B

3. Except for authorized activities, use or occupancy of parks and open space during time such lands are administratively closed to use is prohibited.
4. Domestic animals must be under the owners or handlers physical control at all times and be on a leash no longer than ten feet. Owner or handler will be responsible for any damages caused by their animal and must pick up and take out pet excrement after their household pets.
5. You are allowed to mow/trim up to a 10-foot swath in the open space parallel to your property boundary line to a height of no less than 6 inches. Mowing beyond that point is prohibited. Removal of woody vegetation greater than 1” in diameter at the base is prohibited unless you get advance approval (contact Open Space Department). Dumping or storage of material, anywhere in open space, is prohibited which includes grass clippings, dirt and other landscaping debris. No unauthorized alterations to the open space are allowed, which include landscaping, play equipment, decks, walls, fence, buried invisible pet fences, bird feeders/houses or the removal of plant material.
6. Unauthorized vehicles are prohibited which includes, but is not limited to E-bikes, motorcycles, motorized scooters and any other motorized vehicle. However, E-bikes may be used as an “Other Power-Driven Mobility Device” (OPDMD) on Master Association trails when a Master Association issued placard is displayed. Also see KCRMD Guidelines for use of e-bikes as OPDMD on Public Open Space.
7. Unauthorized collecting, taking, gathering, possessing, destroying, mutilating, defacing, damaging or disturbing any wildlife, natural feature, archeological item, vegetation, or any other object is prohibited.
8. Openly carrying, possessing or discharging of a device with a projectile is prohibited. This includes, but is not limited to firearms, B-B guns, pellet guns, paint ball guns, airsoft-type guns, archery equipment, and sling shots.
9. Possessing, igniting, or discharging fireworks or explosive devices is prohibited.
10. Open fires of any kind are prohibited.
 - A. Exceptions include fires in designated areas only, including; Permanent picnic grills, Bradford fire pit (by written permit only) and portable grills. Charcoal, wood or gas portable grills are allowed in the irrigated parks and greenbelts. Only gas or liquid fuel portable grills and stoves are allowed in open space. Portable grills are not allowed on tables and must be 12 inches minimum off the ground.
 - B. It is prohibited to burn any material in a careless manner (fire must be completely contained in the fire pit or grill) or to leave any fire unattended or to fail to completely extinguish any fire or to violate the conditions of an imposed fire ban.
 - C. It is prohibited to illegally dispose of burnt charcoal or ashes.
 - D. It is prohibited to collect firewood.
 - E. Fire Bans: All fires including those in designated areas are prohibited when an order banning fires is issued by either the landowner or Jefferson County Sheriff Department.

KCRMA OPEN SPACE E-BIKE PLACARD REGISTRATION FORM

THE FOLLOWING ITEMS ARE ACCEPTABLE TO PROVE KEN-CARYL RANCH RESIDENCY:

- 1. Colorado Driver's License With current KCR address
- 2. Colorado issued I.D. With current KCR address
- 3. Property tax statement In applicant's name for current KCR address
- 4. Warranty deed In applicant's name for current KCR address
- 5. Lease/rental agreement In applicant's name for current KCR address

TO DEMONSTRATE NEED FOR AN E-BIKE PLACARD PLEASE PRESENT ONE OF THE FOLLOWING:

- 1. A government issued accessible placard naming the applicant.
- 2. A letter from a medical professional stating that the named individual requires accommodation.

Applicant's Name: _____ Applicant's Signature: _____

Address: _____ Date: _____

Proof of need: _____

Placard # _____

Issuer's Name: _____ Issuer's Signature: _____

IX.

MANAGER'S REPORT FOR

June 20, 2017

1. Business Center activity – It appears that the Office Park Association will be scheduling an election to amend their documents to allow for residential development. The Planning Commission voted to recommend approval of the new Deer Creek Ken-Caryl ODP. The applicant was able to work out challenges with the Event Center owner.
2. Events – June 23/24 Invitational Swim meet at the RH pool, July 4th community event at the RH pool, July 21st Flick & Float at the RH Pool.
3. Jefferson County referral – Golf Course ODP is scheduled for the Board of County Commissioners on July 11th at 8 AM.
4. Neighborhood signs – The Village, Territory, Spread and Eagles Pointe neighborhoods have not responded to our letters and have been removed. The following neighborhoods have demonstrated support for their signs: Aspen Meadows, Cimarron, Deer Creek, Saddlewood, Bridlegate, Deerwood Vista, Heirloom, Legacy, Settlement, Enclave, North Ranch, Retreat, Wynterbrooke. The following neighborhoods are in process: Quail Ridge & Traditions.

FYI on Hold

5. MA Ranch House pool reserves – we have identified a total of \$317,701 in costs related to the Ranch House pool ranging from boiler, diving board, pump equipment, decking, fencing, etc. Reduced by \$31,000 for the new pool boiler - \$286K.

Quarterly updates:

Trail Project Timeline – July

Reserve spending – July