

MINUTES OF THE MONTHLY BUSINESS MEETING

OF THE BOARD OF DIRECTORS OF THE

KEN-CARYL RANCH MASTER ASSOCIATION

HELD Aug. 15, 2017

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, Aug. 15, 2017, at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:32 p.m. by President Seth Murphy.

Attendance

Board: Chris Figge, Dan Mullins, Erlinda Stafford, Seth Murphy, Angela York

Staff: Chris Pacetti, Sean Warren, Victoria DeSair

Others: Jim Fodor, Gary Adams, Kathryn Hopping, Jim Antes, Jeff Lyslo, Cathy Packard, Gina Quirk

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.

Approval of Minutes

There were no amendments to the minutes of the July 11, 2017 regular meeting of the Board.

Motion to approve the minutes made by Erlinda Stafford

Seconded by Chris Figge

Motion was approved unanimously

Financials

The July financials were included in the Board Packet. Seth Murphy asked for clarification on the newspaper expenses. Seth also asked about Riding School revenue. Chris Pacetti explained that we can't advertise the Riding School outside of the community due to the tax status of the Equestrian Center.

Motion to accept financial report by Erlinda Stafford

Seconded by Dan Mullins

Motion was approved unanimously

### Member Comments Not Related to Agenda

- Gary Adams: Discussed concerns about Bradford Park trespassers. He requested the Board fund increased security patrols. Chris Pacetti is researching security cameras, which may be useful in North Ranch Park. Chris Pacetti will set up a follow-up meeting with the North Ranch Board.

### Communication/Discussion Items

- Gene West, the Master Association's financial advisor with RBC, discussed government securities for Reserve Fund investment options. The Board said they are open to discussing it further at a working session with the advisor and the Board.
- Jim Antes from the Historical Society requested to install a Memorial Bench at the Bradford Apple Orchard. The Board supports adding the bench out of the Historical Society's line item within the Master Association's budget.
- The Board discussed the rail fence and retaining wall along Valley Parkway adjacent to the Colony. This will be discussed further as part of the 2018 budget discussion.
- The Board reviewed a letter from the North Ranch Subassociation Board regarding a fence/gate at the West Hogback trailhead. Neither Board supports this installation. Staff will remove the project from their work plan.
- An update on forestry work in the Open Space was included in the Board Packet. Open Space Manager Sean Warren gave an update on the upcoming forestry projects for forest health and wildfire mitigation.
- Staff pointed out the recent Covenant Clips article titled "Community Status Update" written by Community Standards Administrator Jenny Bernal. The Board thought it was an excellent overview of the covenant process.
- Staff gave an update on the Reserves status for the year. Staff is working on an update of the Reserve Plan for next year.
- Staff presented an update on the Community Survey. Resident Jim Fodor presented his concerns and recommendations on the survey.
- The Board discussed the possibility of non-resident volunteer work in exchange for an open space bracelet. The Board brought up the potential liability of having a volunteer do work for the Master Association. At this time, the Board does not want to make a policy about it but will consider opportunities on a case-by-case basis where there is low-risk.

### Action Items

**Motion:** A motion approving the final East Plum Thicket/Manzanita Trail design.

Motion made by Chris Figge

Seconded by Erlinda Stafford

Discussion: Dan Mullins noted that segment 7 of the design is still under review with the County. The goal is that the whole project will be built by volunteers. Dan Mullins will work up materials costs for the project and present those to the board at a future meeting.

Following discussion, the motion was approved unanimously.

**Motion:** A motion approving the final Willow Springs Connector Trail design.

Motion made by Erlinda Stafford

Seconded by Angela York

Discussion: Open Space Manager Sean Warren gave an overview of the Biological Surveys. He said there is raptor activity but did not see raptor nesting activity. He discussed a Dutch Creek riparian area. He found Oven Birds on the site. The alignment avoids the sensitive part of the riparian area. He pointed out that a portion of a Willow Springs trail is on our property in this area. Sean recommends that Ken-Caryl Ranch work with the Willow Springs community on this portion of the trail. Chris Figge shared his concerns regarding connecting to a Willow Springs trail. Erlinda Stafford recommended that the memo say the alternate alignment is recommended, not that it was preferred.

Following discussion, the motion was approved unanimously.

**Motion:** A motion adopting amended Charter of the Ken-Caryl Ranch Historical Society.

Motion made by Seth Murphy

Seconded by Chris Figge

Discussion: Historical Society Chair Jim Antes gave an overview of the changes to the charter.

Following discussion, the motion was approved unanimously.

### Committee and Task Force Reports

- Seth Murphy reported about the Ranch House Pool committee. The committee visited six different pools throughout the Denver metro area. The Metropolitan District committed \$2.25 million for the pool. The next step is to get pricing information for the pool. The Board discussed the possibility of the Master Association partially funding the pool. Dan Mullins suggested the Master Association may want to put some money for the pool into the 2018 budget.
- Erlinda Stafford updated the Board on the progress of the Equestrian Center Task Force. The task force has made some progress on riding arena updates.
- Dan Mullins updated the Board on the Open Space Management Plan Task Force. The draft Management Plan will be ready for public comment in September.

### Manager's Report

- The rezoning of the Deer Creek Golf Course got approved, and now the developer is working on the Site Development process. While the Conservation Easement was not a requirement of the rezoning, the rezoning change restricted the allowable uses on the open space portion of the property.
- Chris Pacetti gave an update on the Manor House sign destruction.
- Staff discussed advertising revenue.

### Adjournment

There being no further items for discussion, the meeting adjourned at 9:08 p.m.

Respectfully submitted,

Victoria DeSair, Secretary of the Meeting