

MINUTES OF THE MONTHLY BUSINESS MEETING

OF THE BOARD OF DIRECTORS OF THE

KEN-CARYL RANCH MASTER ASSOCIATION

HELD January 17, 2017

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, January 17, 2017 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:35 p.m. by President Seth Murphy.

Attendance

Chris Figge, Dan Mullins, Erlinda Stafford, and Seth Murphy.

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

Others in attendance: Ruth Sundberg, Art Freitas, Cathy Packard, Mary Stockert, Karen Tinkler-Fodor, Philip Varley, James Fodor, Jerry Sullivan, Kayla Kirkpatrick, Nicole Shoup, Jack Shoup.

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 December 6, 2016 regular meeting of the Board of Directors. Chris Figge made a motion to approve, seconded by Erlinda Stafford, and passed unanimously by the Board.

Financials

There were no December financials available. They will be presented in the audit. Chris Pacetti said that staff is trying to pay as many 2016 year-end bills as possible to avoid audit adjustments. The December check register was emailed to the Board for their review prior to the meeting.

Member Comments Not Related to Agenda

No residents in attendance wished to address the Board on topics unrelated to the agenda.

Communication/Discussion Items

- Introduction of Jenny Bernal, the new Community Standards Administrator. Chris Pacetti explained Jenny's role and how assignments were divvied up. Jenny shared her background and philosophy about the position.

- Volunteer Trail Coordinators Report: Dan Mullins gave a short overview of the report that was included in the Board Packet.
- Massey Draw Trail Maintenance Plan: Per the Trails Implementation Process, the Board was notified of the Massey Draw Trail Maintenance Plan but doesn't need to take action. Sean Warren discussed community comments regarding adding fixed anchors on the trail. He said the Open Space Committee reviewed the comments and decided not to add fixed anchors. Trail maintenance will be done by Singletrack Trails. Dan Mullins mentioned that the maintenance improvements should make the trail more accessible during the winter. The open space budget will cover the trail improvements. There is a line item in the budget for a volunteer leader from the contractor to help oversee volunteer work on the trail maintenance and construction on an as-needed basis.
- Trail Project Timeline: The Board reviewed the timeline as presented in the Board Packet. Chris Figge requested that the timeline be updated on a quarterly basis.
- Seth Murphy reported Andrew Roberts resigned from the Board effective January 2017. Under the bylaws, the Board will appoint someone to fill his seat. Seth suggested the Board wait until after the election to appoint someone. The Board appointment will be for the remainder of Andrew's term, which ends in March 2018. Chris Figge and Erlinda Stafford both said they are running for the Board again.
- Chris Figge asked about election timing and procedure. Chris Pacetti went over the process.

Action Items

Motion: A motion authorizing staff to enter into an agreement with Split Rail Fence Co. to replace the ornamental iron fence at the Bradford Pool at a cost of \$22,400 from Reserves was made by Chris Figge and seconded by Erlinda Stafford. The motion was approved unanimously.

Motion: A motion authorizing staff to enter into an agreement with Americo Fence Company to replace 1672 feet of four-rail fence around a section of the Aspen Meadows neighborhood at a cost of \$33,060 from Reserves was made by Chris Figge and seconded by Dan Mullins. The motion was approved unanimously. Chris Pacetti said the current fence is painted but the new fence will be natural. Chris Figge recommended that Chris Pacetti check references of large-scale projects done by Americo.

Motion: A motion accepting the Dakota Lodge Focus Group Report was presented by Chris Figge and seconded by Erlinda Stafford. Following discussion, the motion was approved unanimously.

Motion: A motion authorizing Board President to enter into the Loan Agreement and Promissory Note (Tennis Court Construction at the Community Center) was presented by Erlinda Stafford and seconded by Chris Figge. The motion was approved unanimously.

Motion: A motion authorizing staff to enter into an agreement with Singletrack Trails for 2017 trail work with a maximum Master Association expenditure of \$123,000 was presented by Chris Figge and seconded by Erlinda Stafford. Following discussion, the motion was approved unanimously.

Motion: A motion approving the Willow Springs connector trail concept design was presented by Erlinda Stafford and seconded by Chris Figge. Following discussion, the motion was approved unanimously.

Motion: A motion approving the Question Mark Peak Spur trail concept design was presented by Chris Figge and seconded by Erlinda Stafford. The motion was approved by Chris Figge, Dan Mullins, and Erlinda Stafford. Following discussion, the motion was opposed by Seth Murphy. The Board emphasized they are just approving the concept of the trail design and wants to see the research and findings on the trail design before final trail approval.

Committee and Task Force Reports

- Equestrian Task Force: Erlinda Stafford said the task force's plan is to send out a questionnaire to all boarders asking for their top five most-wanted facility upgrades. Then the committee will look at the results and figure out costs for the top three or four items. After that, they would like to conduct a community survey to gauge the community's willingness to spend Master Association assessments to help pay for upgrades.
- Open Space Management Plan Task Force: Dan Mullins reported that the task force continues to make good progress and has good discussion.

Manager's Report

- Chris Pacetti discussed a license agreement for a trail at 11916 Blacktail Mountain leading to Chatfield High School. The homeowners requested permission to add a shed to their property. The Board is fine with allowing the shed.
- Chris Pacetti discussed a resident's request to have beehives in the open space. He said the Master Association's insurance company is okay with the beehives with some restrictions. The Open Space Committee will need to approve the request followed by the Master Association Board. Chris Pacetti said an electric fence will be needed around the hives to keep out the bears.
- Chris Pacetti reported on a previous request for a bench along Valley Parkway. The Ken-Caryl Ranch Foundation is not interested in helping to fund it, and the Board closed the action item.

Executive Session

At 9:02 p.m. the Board entered into Executive Session to discuss a legal matter.

Adjournment

No action was taken following the Executive Session, and there being no further items for discussion, the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Victoria DeSair, Secretary of the Meeting