

MINUTES OF THE MONTHLY BUSINESS MEETING

OF THE BOARD OF DIRECTORS OF THE

KEN-CARYL RANCH MASTER ASSOCIATION

HELD April 18, 2017

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, April 18, 2017 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:33 p.m. by President Seth Murphy.

Attendance

Board: Chris Figge, Dan Mullins, Erlinda Stafford, Seth Murphy.

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

Others in attendance: Cheryl Schaal, Sean Devin, Christine Simcox, Steven Langer, Kathy Tourney, Colin Crotty, Paul Saunders, Rita Saunders, Jeff Lyslo, Cathy Packard, Doug Smith, Patti Rex, Rick Ellis, J. Dill, Tom Bratschun, 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.

Approval of Minutes

There were no amendments to the minutes of the March 21, 2017 regular meeting of the Board of Directors or to the March 21, 2017 annual meeting of the Board.

Motion to approve both sets of minutes made by Erlinda Stafford.

Seconded by Seth Murphy.

Motion was approved unanimously.

Financials

March financials were in the Board packet. The March check register was emailed to the Board for their review prior to the meeting.

Motion to accept the financials made by Chris Figge.

Seconded by Erlinda Stafford.

Motion was approved unanimously.

Member Comments Not Related to Agenda

- Steven Langer, a business owner in the Ken-Caryl Business Center, provided comments on the Deer Creek Golf Course rezoning proposal. He urged the Master Association Board to oppose the golf course rezoning.

Communication/Discussion Items

- Trespasser gates at trail heads: Sean Warren presented a slide show on trespasser gates at trail heads in the open space. The gates are planned at three sites this summer and will be paid for out of the open space supplies budget. If these gates are successful, gates at other sites are planned in the future. There is currently a prototype gate at Massey Draw. Chris Figge and Seth Murphy expressed concerns about the appearance of the gates. Dan Mullins said the gates are supported by the Open Space Committee. Residents in the audience provided comments, some in favor of the gates and some opposed. The Board wants the gate near the Manor House vetted by the North Ranch Board but wants to move forward with the other gates.
- Definition of family: At the request of a resident, Chris Pacetti discussed a possible change to the definition of family. The current definition for Ken-Caryl Ranch is the Jefferson County definition. The change that was discussed was to lower the allowed number of unrelated individuals in a home. The Board does not support making a change and wants to keep the definition as is.
- Concept design for East Plum Thicket: As part of the Trails Master Plan, the proposal is to convert these social trails to formal trails. The purpose of the presentation is to get approval from the Board on the conceptual design. The next step is to present this plan to the community and get resident feedback. Dan Mullins made a motion to approve the concept of the East Plum Thicket trail design. Chris Figge seconded. The motion was approved unanimously.
- Outdoor speakers: Currently, according to the Master Declaration, outdoor speakers are prohibited unless approved by the Board. Recently the Manor House expanded an outdoor deck, and some surrounding residents are concerned about potential noise from outdoor speakers. Many properties on the Ranch have speakers without approval from the Board. Chris Pacetti said the Board could possibly have a blanket approval for the use of outdoor speakers as long as they are operated in conformance with the County noise ordinance. He needs to consult with our attorney on the issue. The Board supports Chris Pacetti consulting with the attorney on the issue.
- Policy to Adopt Policies and Rules: After the policy was adopted, a Communications Protocol was adopted that conflicts with the policy. The Board reviewed the Policy to Adopt Policies and Rules and supports the proposed changes. The revised policy will be on the agenda for adoption at the May meeting.
- Ranch House volleyball court: There is currently a proposal to improve the Ranch House volleyball court by turning it 90 degrees and getting new sand. The Board said to take this back to the Parks Advisory Committee and ask for their recommendation. The Board supports funding half the project at a reasonable cost.
- 1st Quarter Reserves Status: A report was included in the Board Packet.

Action Items

Motion: A motion accepting the 2016 Audit as presented by James Moore and Associates.
Motion made by Chris Figge.
Seconded by Dan Mullins.
Following discussion, the motion was approved unanimously.

Motion: A motion amending the Procurement Guidelines to remove the references to the Finance Committee.
Motion made by Dan Mullins.
Seconded by Erlinda Stafford.
Following discussion, the motion was approved unanimously.

Motion: A motion authorizing staff to purchase a new pool boiler for the Ranch House pool from Performance Pools. Cost \$30,664 - funding source Reserves.
Motion made by Chris Figge.
Seconded by Erlinda Stafford.
Following discussion, the motion was approved unanimously.

Motion: A motion approving the final design of Question Mark Peak Spur trail and authorizing construction.
Motion made by Chris Figge.
Seconded by Dan Mullins.
Following discussion, the motion was approved unanimously.

Motion: A motion authorizing a change in the Valley entrance marquee sign and funding in the amount of \$3,652. Source 2017 Contingency – balance available \$43,750.
A Motion was made to amend the original motion adding the KC logo to the sign:
Motion made by Seth Murphy.
Seconded by Erlinda Stafford.
Following discussion, the motion was approved 3-1. Chris Figge voted against adding the logo to the motion.

Amended Motion: A motion authorizing a change in the Valley entrance marquee sign, adding the KC logo, and funding in the amount of \$3,652. Source 2017 Contingency – balance available \$43,750.
Motion made by Chris Figge.
Seconded by Dan Mullins.
Following discussion, the motion was approved unanimously.
Note: Dan Mullins recommended adding a cap to the tops of the post to prevent water absorption. Chris Pacetti will look into this option. West Metro proposed a separate sign for fire ban/restriction information.

Motion: A motion adopting the amended Open Space and Parks Rules as recommended by the Open Space Committee. This removes camping from the allowable uses at the Dakota Lodge.
Motion made by Dan Mullins.

Seconded by Erlinda Stafford.

Following discussion, the motion was approved unanimously.

Note: The Board discussed that no new campsites have been added despite adding several miles of new trails. The Board recommended the Open Space Committee pursue new campsites. Sean will discuss this with the Open Space Committee.

Motion: A motion appointing Victoria DeSair as an Assistant Secretary of the Association.

Motion made by Seth Murphy.

Seconded by Dan Mullins.

Following discussion, the motion was approved unanimously.

Committee and Task Force Reports

- Community Planning Committee: Chris Figge reported that the CPC is now meeting every two weeks and working on a resident survey for the fall. Seth Murphy asked how the questions are being developed. The Board would like to review and comment on the survey prior to implementation.
- Open Space Management Plan: Making good progress and meeting more frequently.
- Equestrian Task Force: Working on compiling survey results and making recommendations.

Manager's Report

- A written copy of the report was included in the Board Packet.
- Chris gave an update on the security patrols at Bradford Park and Brannon-Gearhart Park. The Board discussed how long to keep the security. The Board recommended cutting back on patrols to just the weekend until school is out. Once school is out, the Board will re-evaluate. Patti Rex from the North Ranch Board attended and spoke about the patrols. She is going to request funding from the North Ranch Board to share the cost with the Master Association.
- Chris reported a new owner purchased 99 North Ranch Road. The owner mentioned activity at the end of North Ranch Road. Chris will have the security company patrol the area.
- Trail Club would like to use the KC logo on t-shirts, pamphlets and signs. The Board would like to see the draft of the uses. The use on t-shirts is approved.

Executive Session

At 9:10 p.m. the Board entered into Executive Session to discuss legal advice.

Adjournment

At 9:35 p.m. the Board came out of Executive Session and authorized legal counsel to send letters regarding the Ken-Caryl Ranch Official Development Plan to John Wolforth, Jefferson County Planning Director, and Dennis Carruth, Carruth Development.

There being no further items for discussion, the meeting adjourned at 9:40 p.m.

Respectfully submitted,

Victoria DeSair, Secretary of the Meeting