

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD December 6, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, December 6, 2016 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 7:45 p.m. by President Seth Murphy.

Attendance

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

Staff Members in attendance: Chris Pacetti, Rita Saunders and Sean Warren.

Others in attendance: Jim Fodor, Meryl Warner, John Fosholt, Jerry Sullivan, and C.R. Brinton, owner of the Manor House.

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 November 15, 2016 regular meeting of the Board of Directors. Dan Mullins made a motion for approval, seconded by Chris Figge and passed by the Board. Erlinda Stafford abstained due to her absence from the November meeting.

Financials

There were no November financials available due to the early meeting date. The November check register had been 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 Item

- The owner of the Manor House, C.R. Brinton, recapped information pertaining to the proposed gate and shared the story of a recent break-in. Options for a code which would provide necessary accessibility were reviewed. Staff will work with legal counsel and Mr. Brinton to draft an agreement. A resident in attendance commented favorably on the plan and the attractiveness of the gate, supporting limitation of public access after dark.
- Copies of the Manor House kitchen expansion plans were distributed by C.R. Brinton. A new chef has been hired, and the event center's catering will be done in-house. He has some additional ideas for new community-based events. The expanded area will be accomplished by adding 8' on to the garage, running along a 29' length. The Board accepted the proposal since it is within the expansion limit specified in the General Warranty Deed, allowing the project to proceed for review at Thursday's Architectural Committee meeting.
- In addition to the written report from the Volunteer Trail Coordinators, Dan Mullins advised that two bidders have responded regarding the 2017 trail maintenance and construction. Four companies had been sent requests, but two declined to bid. Chris Pacetti remarked about a quick response by volunteers to a recent trail concern.
- John Brant presented follow-up information to the Trail Club request for an option of contributions by members to replace a portion of the volunteer hours. He had been waiting for a response from the Ken-Caryl Ranch Foundation prior to returning to the Board. A written outline of the proposal was distributed, and it was decided to use it as an appendix to the existing documents for a year and then re-evaluate the program at that time. The Board supported this idea, as it is consistent with the trial year for the Volunteer Trail Coordinators. Erlinda Stafford made a motion to accept the Trail Club donation plan, Dan Mullins provided the second, and the Board gave unanimous approval.

Action Items

Motion: A Motion authorizing the Board President to sign the 2017 Irrigation Agreement memo was made by Dan Mullins, seconded by Erlinda Stafford and unanimously approved. The vote was preceded by observations and questions from two residents.

Motion: A Motion appointing the 2017 Committee membership and Board liaisons was presented by Erlinda Stafford, seconded by Chris Figge and passed unanimously in a vote of the Board. The 2017 Committee appointments are as follows:

Architectural: Kieran Hardesty, Peggy Coen, Chris Figge, Brian Daigle and Wade Cummings, with Chris Figge as the liaison.

Community Planning: Mindi Sanders, Tom Hadley, Mike Miro, Kedra Hood, Valerie Walling, Elizabeth Dowdell, Chris Hice and Chris Figge, who will also act as Board liaison.

Covenant: Janet Raban, Emma Figge and Matt Thomsen, with Chris Figge as liaison.

Election: Dianne Jones, Peggy Coen and Susan Priest, with Seth Murphy as liaison.

Historical Society: Jim Antes, Mary Antes, Pat Badolato, Vinny Badolato, Stephanie Berg, Lois Claggett, Marilyn Elrod, Mary Everson, Arleen Garcia-Herbst, Lori Kraft, Steve Kraft, Rose Lewis, Ellen McClurkin, Leslie Miller, Marilyn Norris, Linda Omdahl, Liz Pearson, Mark Rieger, Gary Wambaugh and Jack Warner. Chris Pacetti will continue as an advisor on behalf of the Board.

Open Space: Mark Celusniak, Brian Lee, David Schmude, Sean Devin, Tim Moriarty, Colin Crotty and Bruce Stover, with Dan Mullins as liaison.

Parks Advisory: Mike Miro, Steve Pike and Paul Camp, with Seth Murphy serving as liaison.

Motion: A motion approving the preliminary design for hard surface trail improvements in Brannon Gearhart Park and authorizing Muller Engineering to complete design and construction documents was introduced by Dan Mullins, seconded by Erlinda Stafford and approved unanimously. Sean presented displays of the proposed realignments designed to improve access and trail safety in steep icy areas during the winter season. An earlier preliminary design was revised after receiving feedback from residents and the Open Space Committee, resulting in the potential for some significant cost savings

Committee and Task Force Reports

Dan Mullins reported that the Open Space Management Plan Task Force continues to meet and has made good progress.

Seth Murphy recapped highlights of yesterday's meeting with the Plains Metro District. The Board discussed a number of the issues involved, and provided staff with some direction.

Manager's Report

Chris and Annette have met with the auditors in preparation for the 2016 audit. Chris asked the Board to send him any questions which they would like addressed in the process.

The workers' compensation experience modifier has gone down, so the 2017 premium is set to be billed at \$8,000 less than 2016.

Chris advised this is Rita's last meeting, and a replacement has been hired to fill hers and Julie's combined positions, with some job duties being redistributed or possibly outsourced.

Executive Session

At 10:05 the Board entered into Executive Session to discuss personnel issues.

Adjournment

There being no further items for discussion, the meeting adjourned at 10:20 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting