

MINUTES OF THE MONTHLY BUSINESS MEETING

OF THE BOARD OF DIRECTORS OF THE

KEN-CARYL RANCH MASTER ASSOCIATION

HELD March 21, 2017

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, March 21, 2017 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:37 p.m. by President Seth Murphy.

Attendance

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

Staff members in attendance: Chris Pacetti and Victoria DeSair.

Others in attendance: Cindy & Gary Adams, Jim Antes, James Fodor, Roger Torres, John Fosholt, Julie Imbler, Rose & Matt Lewis, Cathy Packard, Jerry Sullivan, Auditor James Moore.

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 February 21, 2017 regular meeting of the Board of Directors.

Motion to approve the minutes made by Erlinda Stafford.

Seconded by Chris Figge.

Motion was approved unanimously.

Financials

February financials were in the Board packet. The February check register was emailed to the Board for their review prior to the meeting. The Board discussed the decrease in advertising revenue and the cost of employee benefits.

Motion to accept the financials made by Erlinda Stafford.

Seconded by Dan Mullins.

Motion was approved unanimously.

Member Comments Not Related to Agenda

- N/A

Communication/Discussion Items

- Board member vacancy: The Board discussed that the person with the third highest number of votes, Angela York, should be appointed.
- James Moore discussed the audit results for the 2016 Master Association financial statements. Overall, finances look good and there were fewer adjusting journal entries. There were no formal comments to the Board expressing concern about the finances. Item of note: fixed asset list was previously very large, but the list is much smaller and more manageable now. Discussed the reserve study that is in the audit. A new reserve study is underway but is not finished. Therefore, the previous reserve study information will remain in the audit results. Chris Pacetti and James Moore will review the Special Projects Fund numbers more thoroughly. A resident asked a question regarding the Master Association paying the Metropolitan District's water bill and Chris Pacetti explained that the Metropolitan District receives the water bill for the Master Association's greenbelts. The Board will review the revised audit in April.
- Jim Antes from the Historical Society presented the Historical Society's desire to pursue national historic registry designation for the Equestrian Center. After discussion, the Board supports moving forward with pursuing national historic registry designation.
- Brannon Gearhart Trail/Drainage Project: Staff would like to proceed with this project in the fall. Muller Engineering estimated a cost of \$298,000 and AGE bid \$280,000 including a 20% contingency. If we go through a formal bid process, the cost is \$5,000-\$10,000 extra in engineering. Erlinda Stafford, Dan Mullins, and Angela York want to go forward with AGE as a preferred vendor for the Master Association, but Chris Figge and Seth Murphy want to go through the formal bid process. The Board will formally vote on AGE as the preferred vendor at the April Board meeting.
- Trees, utility boxes, fence posts, red rocks, and trash cans were spray painted on March 11, 2017 in Bradford Park and throughout the Valley. Resident Julie Imbler raised concerns about the vandalism and brought photos of the damage. Residents Gary and Cindy Adams and Roger Torres also expressed concerns. The residents suggested cameras, increased patrols, North Ranch gates, and more lights in the parking lot. Chris Figge asked Julie Imbler to follow up with Chris Pacetti after the North Ranch Board meeting. The Board asked Chris Pacetti to hire nightly security patrols for Brannon Gearhart and Bradford Parks and pay for the service out of the contingency budget. Chris Figge suggested the Board send a letter to the Sheriff expressing concerns. Chris Pacetti will report back to the Board on the progress at the April meeting.

Action Items

Motion: A motion appointing Angela York as a new Board member to complete Andrew Roberts' term (March 2018).

Motion made by Chris Figge.

Seconded by Erlinda Stafford.

Following discussion, the motion was approved unanimously.

Motion: A motion adopting a definition of Single Family.

The motion was tabled after discussion. The Board will follow the Communications Protocol regarding the subject before deciding. The Board also scheduled a review of the Adoption of Association Policies Policy next month.

Committee and Task Force Reports

- Election Committee: Seth Murphy reported that electronic voting went well. Chris Pacetti will look into voter turnout this year versus previous elections.
- Parks Advisory Committee: Committee discussing improving the volleyball court at the Ranch House. The Board supports pursuing the project.
- Equestrian Task Force: 95% response rate from boarder survey, and the task force is working on a report. The most common suggestion was to replace the footing in the three arenas every two years, rather than every four years. The task force wants to include some questions in the Community Planning Community's resident survey in fall 2017.
- Dan Mullins highlighted activities of the Volunteer Trail Coordinators.

Manager's Report

- A written copy of the report was included in the Board Packet.
- May get an easement request from Urban Drainage.
- Forest thinning and wildfire mitigation work will begin soon.
- Golf course rezoning update: in public comment phase of the referral process. No public meetings scheduled at this point.

Miscellaneous

At 9:45 p.m., the Board broke from the regular Board meeting, and the annual meeting of the Board was called to order.

At 9:57 p.m., the annual meeting of the Board adjourned, and the Board resumed the regular Board meeting.

A comment was made by a resident regarding the volleyball court at the Ranch House.

Executive Session

At 10:01 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 10:45 p.m.

Respectfully submitted,

Victoria DeSair, Secretary of the Meeting