

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD January 19, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, January 19, 2016 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:34 p.m., followed by the Pledge of Allegiance.

Attendance

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

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

Others in attendance: Jerry Mitchell.

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 15, 2015 regular meeting of the Board of Directors. Erlinda Stafford made a motion for approved, seconded by Chris Figge and approved in a vote of the Board.

Financials

The packets did not include a financial report, as the year-end report will be the audited financials when they are available. The Board had asked for an estimate of the year-end surplus, so Chris distributed a list of items which should approximate that figure once the audit is complete.

Chris provided information on a December write-off request for a prior owner whose bankruptcy was discharged. Chris Figge offered a motion to approve the \$2,209 write-off and Erlinda Stafford seconded. The Board unanimously approved the motion. Chris mentioned that 2015 write-offs represented just 1/3 of one percent of revenues collected.

Member Comments Not Related to Agenda

There were no comments on non-agenda items.

Communication/Discussion Item

- The Annual Trails Management Plan discussion used the cover memo from the Open Space Committee and Dan Mullins' summary as points of reference. Sean Warren's opinion was solicited, and he indicated he and his staff support the plan, realizing that details need to be worked out. Opinions were shared regarding the sequence of actions for the project roll-out. Resident Jerry Mitchell contributed input from his background experience in the National Parks system. A draft article for Life at Ken-Caryl will be circulated for Board comment by close of business Wednesday, and the Board directed staff to then publish it as an announcement to residents of this work product. Staff will then meet with Jeff Lyslo and Dan Mullins to gather and assess the community input. The plan would necessitate a deviation from procedural documents until the end of the year while the viability of the process is being adjusted and assessed. The revised plan will be on the agenda for the February 9, 2016 Board meeting.
- The Year-end Reserve Expense Report was reviewed. Erlinda Stafford noted a correction to Project number two's dollar placement, and asked for the status of the metal barn replacement. Chris explained that conceptual drawings by our consulting architect have led to some construction drawings which will be provided to barn contractors for bids. Clarification was given about the "hold for need" status on items scheduled for replacement but still able to be used at this time. Chris noted that items 5-8 have potential for coverage as Plains lawsuit items and are no longer included in the Bond project.
- The topic of 2016 Board Goals initiated an exchange of ideas pertaining to the succession planning. Seth Murphy suggested reviewing a goal each meeting to track progress and determine additional actions. Other proposed categories included policy reviews related to potential volunteer trail work changes, the committee appointment process, and analysis in the years to come of future projects and possibly taking advantage of bond opportunities at that time. The 2014 and 2015 lists of goals will be emailed to the Board to provide a basis for more discussion on goal-setting.
- Chris outlined a possible Jefferson County Wildfire exercise proposed at the second Firewise meeting by representatives from the county. This would be an emergency evacuation test in May on a voluntary basis for residents of the Valley to assemble at Chatfield High School. The Board supported participation in the community exercise.
- Chris announced that David Snelson resigned from the Architectural Committee due to job demands. The posting for committee openings did not result in any volunteers for the Architectural Committee, so staff reached out to Peggy Coen, who demonstrated interest in joining the committee. Chris Figge made a motion to appoint Peggy Coen to the

Architectural Committee, which Erlinda Stafford seconded and the Board approved unanimously.

Action Items

Motion: A Motion adopting a recommendation from the Open Space Committee to expand the Open Space mowing was tabled until next month to allow time for wording modifications which will provide better clarification of the rule.

Motion: A Motion appointing Mark Celusniak to the Open Space Committee was offered by Dan Mullins, seconded by Andrew Roberts, and approved unanimously by the Board. A resignation of a newly-appointed member prior to the first meeting of the year allowed for the opening to accommodate Mr. Celusniak's application.

Motion: A Motion authorizing an expenditure of the \$36,000 contained in the Reserve budget for the Saddlewood playground replacement was proposed by Dan Mullins, seconded by Andrew Roberts, and unanimously approved by the Board. That amount will be combined with Bond funds to cover the replacement costs.

Committee and Task Force Reports

No additional committee reports were given to supplement the minutes included in the monthly packets.

Manager's Report

In addition to the written report included in the packets, Chris expressed support for the Board's decision to fund the additional square footage for the Dakota Lodge addition. He has visited the site and had positive comments about the usefulness of the added space.

A question about the PMD/MD lawsuit and related funds for the swimming pool led to a brief discussion.

The Board initiated a discussion on the prairie dog relocation, expressing concerns about the impending March 15 deadline which will suspend efforts through the end of June during the breeding season. They requested staff to outline alternative plans, setting milestone dates to keep the project on track.

Executive Session

At 8:45 p.m. the Board entered into an Executive Session to discuss personnel and legal matters.

Meeting Reconvened

At 10:00 p.m. the business meeting was reconvened. Seth Murphy made a motion to foreclose on the property at 24 Manzanita. Andrew Roberts seconded the motion, which passed unanimously.

Adjournment

There being no further items for discussion, the meeting adjourned at 10:18 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting