

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD June 21, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, June 21, 2016 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:40 p.m. by President Seth Murphy.

Attendance

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

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

Others in attendance: Meghan Ambron, Robyn Anders, Jennifer Bigger, David Browning, Susan Burke, Rebecca Burmeister, Dwight Cabalka, Deb Cattani, Mandy Cole, Sandy Devin, Glenn Elvenholl, Sandra Elvenholl, John Fosholt, Elizabeth George, Jill Hand, Ian Holtum, Stacey Holtum, Katheryn Huseman, Jim Imbler, Julie Imbler, Beth Jacquet, Michael Ann Jones, Sharon Kemper, Daisy Kirkegaard, Kay Kirkegaard, Leonor Lucero, Ann Mahoney, Marian Miaskiewicz, Bruce McAllister, David Moser, Cecilia Needham, Justine Needham, Marcus Ohlrogge, Ethan Pankow, Eydie Pankow, Joel Pankow, Anthony Petrone, Michelle Petrone, Steve Pike, Susanne Primgaard, Gina Quirk, Valerie Santisteven, Katie Scott?, Jennifer Spangler, Christine Spillar, Riley Spillar, Ruth Sundberg, Julie Thulson, Andre Truitt, Bob Turner, Erin Turner, Joan Turner, Colby VanDenburg, Sheryl Verbitski, Sharon Wagner, Candy Ward, Marty Ward, Leslie Wenstrom, Gina White.

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 May 17, 2016 regular meeting of the Board of Directors. Dan Mullins made a motion for approval, seconded by Erlinda Stafford and approved unanimously.

Financials

There was no Finance Committee meeting this month. Clarification was given in response to a question about Open Space General Maintenance wages. The Board was advised that Equestrian Center bedding/shavings will be billed if boarders wish to use additional amounts. Staff updated the status of the metal barn. Erlinda Stafford presented a motion to accept the May financial report with Andrew Roberts providing a second. The Board approved the motion unanimously.

Member Comments Not Related to Agenda

There were no members comments unrelated to items on the meeting agenda.

Communication/Discussion Item

- Resident Joel Pankow presented background for his draft letter to Jefferson County requesting modifications to the merge lane from C-470 southbound to Ken Caryl Avenue westbound. Mr. Pankow's conversations with the county yielded two suggestions: eliminate the right turn lane or widen the merge area. The second, more preferable solution was deemed unlikely due to lack of funding, but indicated a letter sent to Jefferson County and the Colorado Department of Transportation might be helpful. The Board agreed to submit on comments on the wording of the letter by next Monday so staff could send the letter.
- The Board had received a petition to form an Equestrian Center Committee to advise Equestrian Center management. A number of interested parties were in attendance and were given the opportunity to express their views to the Board as part of the information-gathering process. A proponent of the committee outlined the vision of representation by all stakeholders, who would establish short and long-term goals for the Center. Other speakers voiced support of the current rules and of the management of the Center. Resident and non-resident boarders offered input, as well as several trainers. The wait list procedure was discussed along with some enhancements. Additional suggestions included holding a quarterly meeting, encouraging suggestions and interaction with the Board. Each Board member addressed the audience in turn, and staff was directed to place the item on the meeting agenda for August 16, 2016. Constructive comments were requested to be sent to Chris, Sierra and the Board of Directors.
- The Parks Advisory Committee update on the irrigation reduction plan was distributed and discussed, and several residents expressed opinions about the impact of the water reduction. The Board discussed the issue at length before Seth Murphy made a motion to accept the recommendations of the PAC for resuming irrigation and mowing the North Ranch entrance at 2015 levels. Erlinda Stafford seconded the motion, which was unanimously approved. Seth Murphy then presented a motion to accept the PAC plan for the Sunset Ridge greenbelt, which Erlinda Stafford seconded. The motion was defeated by a 2-2 vote, and another motion was presented by Dan Mullins to restore the watering and mowing the entire greenbelt area at Sunset Ridge to the 2015 level. Andrew Roberts seconded the motion, which passed 3-1 with Seth Murphy dissenting. Seth Murphy offered a motion to support the Amaranth Park modification along with monitoring the

appearance, and Dan Mullins seconded. The motion was unanimously approved. The Board asked to table any action on the Buckthorn entrance and to continue discussion with the Metro District in July.

- The Policy Regarding the Adoption and Amendment of Policies was discussed in terms of the rule-making role of the Board of Directors and that of the Architectural Committee. Suggested changes will be made by staff to return to the Board for review.
- The Draft Communications Protocol was discussed for the first time. Several specific changes and additions were recommended by the Board.
- Dan Mullins provided the monthly update on work done by Volunteer Trail Crews and contract maintenance workers, noting that the first trails were the most difficult. The trail maintenance crew will finish soon; 70% of the maintenance budget has been expended.
- Access by utility workers using easements in the Open Space was discussed in light of some damage which has occurred. Seth Murphy requested to review specific related documents to help determine the future course of action.
- Proposed drainage improvements will be discussed in July.
- The Board was notified of the proposed realignment of the Dakota Lodge Trail and adoption of a social trail located near the intersection of Ken Caryl Avenue and Valley Parkway. Sean will provide notice to homeowners near Dakota Lodge and email Chris and the Board with any of their concerns.
- The 2017 Budget was briefly discussed. The one-time project list will be reviewed, and it was noted that the CPC will need to submit proposed projects.

Action Items

Motion: A Motion was made by Dan Mullins and seconded by Erlinda Stafford authorizing staff to spend \$15,000 from Reserves to replace a section of rail fence near the intersection of Continental Divide Road and Sangre de Cristo which had been on the replacement schedule for 2017 but can now be replaced without painting. The Metro District will contribute \$2,800 from their maintenance budget. The motion was approved unanimously.

Motion: A Motion adopting the Parking Rules as prepared by the Architectural Committee was offered by Erlinda Stafford, seconded by Andrew Roberts and unanimously approved. The Covenant Committee will continue to enforce the parking rules.

Motion: A Motion approving/adopting updated Open Space Rules as recommended by the Open Space Committee and staff was made by Dan Mullins and seconded by Erlinda Stafford. A grammatical correction was made to Rule 6, substituting “are” for “is”. The motion was approved unanimously.

Motion: A Motion approving a request from the Outpaws hiking group for a group hike fundraiser on September 25, 2016 was introduced by Seth Murphy, seconded by Andrew Roberts and approved unanimously in a vote of the Board.

Committee and Task Force Reports

There were no reports from committees other than minutes included in the monthly packet.

Manager's Report

Chris directed the Board's attention to the written report detailing the Rules update, Collection success and the lack of interest in composting. In addition to that report, Chris advised that Manor House ownership has agreed that the easement cannot be blocked by a gate.

Executive Session

At 11:04 the Board entered into an Executive Session to discuss a legal matter.

Adjournment

There being no further items for discussion, the meeting adjourned at 11:10 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting