

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD May 17, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, May 17, 2016 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:35 p.m. by President Seth Murphy.

Attendance

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

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

Others in attendance: Bill Davenport, Elizabeth Davenport, Ralph Townsend, Stephanie Townsend, Jim Fodor, Anne Husted, Cora Nash, Bonnie Gusich, Bob Gusich, Joan Marks and John Fosholt.

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 April 12, 2016 regular meeting of the Board of Directors. Chris Figge made a motion for approval, seconded by Andrew Roberts and approved unanimously.

Financials

There was no Finance Committee meeting this month. Seth Murphy commented on the summary showing the Operating Expenses under plan by \$560,000, and the timing reasons for this were explained briefly. Dan Mullins presented a motion to accept the April financial report, with Chris Figge providing a second and the Board approving the motion unanimously.

### Member Comments Not Related to Agenda

A number of residents from the Spread addressed the meeting with concerns about activities at a nearby property. Information was shared by the residents, and staff was able to provide some clarification. Staff will seek advice from legal counsel as well as from county officials to determine how to proceed. One of the neighbors volunteered to be the point of contact for the neighborhood.

### Communication/Discussion Item

- The contract term with James Moore and Associates to provide auditing and tax preparation services has been completed, so staff requested direction from the Board about renewing the contract or putting it out for bids. After weighing the options and following supportive comments about the services being provided, the Board requested that a three-year contract extension be negotiated.
- The April summary of activity by the Volunteer Trail Coordinator Program was reviewed. Dan Mullins explained that a weekly update is provided to staff. He outlined the recent challenges with weather conditions necessitating a delay in the contract trail work. The Board asked to continue to include the monthly report in the Board packet.
- The Special Joint Study Budget Summit Session scheduled for tomorrow night was discussed. The graphs and the summary sheets were reviewed, and additional information was requested to be provided at that meeting. The Board was encouraged to review the information and formulate questions or proposals to present at that time.

### Action Items

**Motion:** A Motion authorizing an expenditure of \$139,700 for irrigation system replacements in Heirloom Park (\$99,800) and Saddlewood Park (\$39,900) had been discussed previously. Chris Figge offered a motion for approval, Dan Mullins seconded, and the Board voted unanimously to approve. The available budget balance is \$330,000.

**Motion:** A Motion authorizing an expenditure of \$18,340.70 for development of the Manor House Prairie Dog restoration plan was presented by Dan Mullins, seconded by Andrew Roberts, and approved unanimously. The Board spent time examining features of the plan, making some suggestions to incorporate some cost-saving measures and ranges of option into the implementation proposal.

**Motion:** A Motion authorizing an expenditure of \$2,880 out of the contingency fund for additional trail head fencing at Massey Draw was discussed. Sean Warren presented some slides and a summary of the project and its purpose. Board members wondered about an alternative configuration at the entrance to the trailhead which would communicate the private trail message, allow for equestrian/bike/service vehicle access without requiring additional fencing. They asked staff to explore some options to present at a later date as well as to establish contact with utilities needing access to the area to formulate a plan which would involve less disturbance

to the area. Chris Figge presented the motion, Dan Mullins seconded it, and the Board defeated the motion unanimously.

**Motion:** A Motion authorizing an expenditure of \$7,253 to purchase two new arena groomers for the Equestrian Center from the Reserves budget was tabled. The Board asked staff to explore additional suppliers or lower-cost options.

**Motion:** A Motion authorizing an expenditure of \$16,694 to purchase and install an automatic gate at the entry of the service area/Ranger station at the Equestrian Center using funds from the \$37,700 available balance in the bond contingency was made by Dan Mullins, seconded by Chris Figge and approved unanimously by the Board. Sean Warren presented slides showing the current and proposed configuration for vehicles, parking and foot traffic. He explained the purpose of the entry improvements which would extend the box culvert and fix the swale and provided additional information about the proposed gate. Dan Mullins asked if a lift gate had been considered instead of a swing gate, and staff will research that possibility.

#### Committee and Task Force Reports

There was a short discussion about issues being reviewed by the Open Space Committee. Member Scott Quayle's resignation was reported, and there will be no replacement appointed at this time.

#### Manager's Report

In addition to the written report, Chris presented a copy of a letter drafted by a homeowner regarding hazards at the intersection of Ken Caryl Avenue and C-470 and some accompanying proposals for improvement. The Board will review and email comments to Chris, who will include the edited version in the June Board packet for action.

Chris reported the damage to the rock wall near the new entry sign to the Valley which was caused due to the impact of a car which crashed at that location on Saturday May 14. A claim will be filed with the motorist's insurance carrier once the accident report with the information becomes available. Seth Murphy directed staff to also contact the District Attorney's office.

Chris reported he has discussed funding with Jefferson County for improving the median at South Valley Road and Ken Caryl Avenue, and there well may be the opportunity for cost-sharing.

Chris led a short discussion about the entry gate installation proposed by the owner of the Manor House. Several scenarios were outlined, and staff will continue to gather information.

#### Executive Session

At 9:25 the Board entered into an Executive Session to discuss a legal matter.

#### Meeting Reconvened

At 9:30 the business meeting was reconvened. Seth Murphy made a motion to initiate foreclosure proceedings on the Mouton property at 34 Mountain Pine Drive. Chris Figge seconded the motion, which passed unanimously.

Adjournment

There being no further items for discussion, the meeting adjourned at 9:31 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting