

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD October 18, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, October 18, 2016 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:32 p.m. by President Seth Murphy, 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: Tony Bamonti, Brandon Berquist, Michele Bierstedt, Brian Boyle, Adam Brink, Paul Camp, Pete Collegio, Sherry Engleman, Steve Engleman, Jim Fodor, John Fosholt, Matt Gale, Jane Gigliotti, Carol Grape, Sharon Gray, Bobbi Grieco, Connie Hagerman, Glenn Hagerman, Lisa Kanter, Kayla Kirkpatrick, Cathy Lauria, Richard Lauria, Jeff Lyslo, Cathy Packard, John Tiernan, Jeff Wikstrom, Susan Wikstrom, Jerry Yager and Lauren Yager

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

Erlinda Stafford made a correction to a typographical error in the minutes of the September 20, 2016 regular meeting of the Board of Directors. Chris Figge made a motion for approval, seconded by Andrew Roberts and passed by the Board.

Financials

There was no Finance Committee meeting this month. Clarification was given regarding the fence expenditure from Reserves along with a question about Equestrian Center board revenue.

Erlinda Stafford made a motion to accept the September financials, seconded by Chris Figge and approved by the Board.

#### Member Comments Not Related to Agenda

A number of residents were in attendance in response to proposed ball fields at Bradford Intermediate School. Concerns included noise, increased traffic, parking in the neighborhoods and potential unauthorized use of private trails. The Board expressed appreciation to be informed of the concerns, and recommended attendance at the Metropolitan District meeting next week.

A Retreat resident made a request for matching funds from the Master Association to purchase raised letters with vandal-resistant steel pins for the neighborhood sign. The Board members wanted the opportunity to see the sign, and agreed to discuss the topic at the November meeting along with the other budget items.

#### Communication/Discussion Item

- Dan Mullins and Jeff Lyslo, Volunteer Trail Coordinators, presented a progress report for the past month. Timberline has accomplished more of their contract work. Jeff Lyslo make a site visit with the president of Singletrack Trails to validate the budget request. There is a \$40,000 budget shift reflected from construction work to maintenance projects in the proposal.
- Michele Bierstedt, Vice-President of the Trail Club, made a presentation to the Board regarding a proposal which would allow member donations in lieu of a portion of the required volunteer hours. She provided some statistics from a recent survey as well as comments on the proposal from a representative of Willow Springs. Advantages and potential downfalls of the proposal were reviewed. The Board requested some changes to the document and also requested staff to solicit a legal opinion before additional discussion takes place.
- The 2017 Trails Plan in the packet was presented, and Paul Camp introduced the Budget Request on behalf of the Open Space Committee. The Board engaged in a discussion of specific details of maintenance work, Phase I restoration following the prairie dog removal, the Willowbrook fence and the Open Space Interpretive Plan.
- The Board debated having a special meeting to finalize details of the draft 2017 Budget. Some residents in the audience made comments on several issues, including Dakota Lodge, fences, signs and the Brannon Gearhart trail. The Board determined the additional budget discussions could be accomplished at the November 15 meeting, and asked staff to limit other agenda items to allow adequate time.

Note: Andrew Roberts left the meeting at 9:40 p.m.

### **Action Items**

**Motion:** A Motion adopting the revised Committee Application Process was made by Chris Figge and seconded by Erlinda Stafford. The Board exchanged ideas for improving the process, and requested some background research to be done by staff. The topic will be placed on a future agenda, but the Board approved the motion as presented.

**Motion:** A Motion ratifying the insurance renewal prepared by John Archer with Assured Partners was presented by Erlinda Stafford, seconded by Dan Mullins and approved by the Board.

**Motion:** A motion authorizing staff to enter into a new three-year service agreement with James Moore and Associates to provide Audit and income tax preparation services was offered by Chris Figge, seconded by Dan Mullins and approved in a vote of the Board.

### **Committee and Task Force Reports**

There were brief comments made to provide updates on the activities of the Open Space Management Plan Task Force, Community Planning Committee and the Parks Advisory Committee at their recent meetings.

### **Manager's Report**

In addition to the monthly report, Chris advised that the construction work on the Riding School is scheduled to begin later in the week. He also mentioned a security addition to the nearby property of the Foothills Bible Church.

### **Executive Session**

At 10:06 the Board entered into Executive Session to discuss legal and personnel issues.

### **Adjournment**

There being no further items for discussion, the meeting adjourned at 10:15 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting