

MINUTES OF THE MONTHLY BUSINESS

MEETING OF THE BOARD OF DIRECTORS

OF

KEN-CARYL RANCH MASTER ASSOCIATION

HELD September 20, 2016

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, September 20, 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, Sean Warren and Matt Oven.

Others in attendance: Ruth Sundberg, Kayla Kirkpatrick, Susan Knight, Chip Wernig, Rick Zimmerman, Cathy Packard, Shannon Shook, Ken Reister and Philip Varley.

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 August 16, 2016 regular meeting of the Board of Directors. Chris Figge made a motion for approval, seconded by Erlinda Stafford and passed by the Board.

Financials

There was no Finance Committee meeting this month. The Board asked a question about the one-time project fund and when the Reserve Study would be complete. Erlinda Stafford then made a motion to accept the August financials, and Dan Mullins provided the second. The Board approved the motion unanimously.

Open Space Rules Violations Hearings

Ranger Matt Oven's PowerPoint presentation showed pictures and copies of the letters sent to the owners of the five properties receiving Hearing Notices for Open Space Rules violations, presenting the information one property at a time and answering questions.

4 Red Fox Lane: There were complications to being able to replace the old fence along the property line. After receiving additional information and viewing pictures provided by the homeowner, the Board directed staff to execute an Encroachment License Agreement with the owner.

22 Mountain Laurel: Matt explained the 2013 violation was for mowing a path to a social trail to allow easier access for a child to get to school, and the second violation within three years pertained to dumping spoils in the Open Space, which the owners cleaned up satisfactorily. The Board considered the violation to be cured and no further action necessary, due to the positive response by the owners to the notices of violation.

8 Paonia: The 2015 and 2016 violations involved mowing beyond the allotted distance into Open Space. Given the information provided in a letter from the owner, the Board decided to assess a \$50 fine and loss of privileges, but suspend both unless the violation occurs again.

62 Willowleaf Drive: The 2013 and 2016 violation involved mowing beyond the allotted distance into Open Space. A letter from the homeowner was presented, and the Board's decision was to assess a fine and suspend it, barring a new violation of the Rules.

48 Willowleaf Drive: There was a dumping violation in March 2016 caused by a contractor installing a fence, which was cleaned up after receiving an extension of time due to snow. A mowing violation occurred in July 2016. There has been no communication from the owner. The Board assessed a \$50 fine, but no loss of privileges.

Member Comments Not Related to Agenda

Cathy Packard shared a request for funding an approximate 140' stretch of concrete path to complete the sidewalk along Club Drive.

Susan Knight spoke about the maintenance/improvement of the entrance garden (median) into Deerwood Vista. The Board made a note to discuss it the next morning at the Parks Advisory Committee meeting.

Chip Wernig and Rick Zimmerman from Willow Springs advised the Board of their Board's support for the connector trail plan between Manor House and Hidden Valley in Willow Springs.

Communication/Discussion Item

- The Committee Appointment process was reviewed, and the method of assessment and need for current members to re-apply were both discussed. It was agreed that active members can just indicate their interest rather than fill out an application. The Board also determined that between the monthly minutes furnished in the FYI packet and verbal reports from liaisons, that formal committee evaluations could be eliminated. The comments received will be used to offer an amended policy as an action item at the October meeting.

- Dan Mullins provided the report on behalf of the Volunteer Trail Coordinators. He said almost all of the upper trails have been cleared. One maintenance item is to rehabilitate the tread on portions of the Massey Draw trail. He said more than 60 volunteers worked to complete about 70% of the Mastadon Trail last weekend, and the remainder will be completed by trail volunteers. The Cougar Trail construction time frame has been delayed due to the contractor's schedule at Staunton State Park, but Timberline is back to finish out their contract. The Willow Springs connector trail has been flagged. Finally, the elevated portion using logs on the Brannon Gearhart Trail has failed, but now there is a better design which will be used. Time is available for the project, but there is no funding for the necessary materials, estimated at \$4,560. The Board agreed to allow spending up to \$5,000 out of the contingency funds for those materials.
- The Prairie Dog restoration report was acknowledged, and staff advised that Deb Jones has a large portion of the dogs relocated. The time for flushing is ending, and trapping the remaining animals is the next step. There turned out to be fewer dogs than the original estimate, but the relocation area will be available if there is a future need.
- Docmann Trail loop biological and cultural reports were included in the Board members' packets. The response was positive to the report and the recommendations.
- The Board discussed the Plains Metro District Service plan's provision for a pool, tennis courts and ball fields. Seth Murphy explained that he and Chris Pacetti met recently with Dennis Carruth, who is working on an alternative plan. No action is indicated at this time.
- The 2017 Budget "Yellow Sheet" was reviewed. The sidewalk completion noted in the resident comments at the beginning of the meeting was added, along with access to the splash pad. The Board asked for an adjustment to the COLA number reflected, and also discussed the amounts attached to fence replacement and irrigation water. In discussing the categories not yet assigned a dollar amount, they deleted the White Oak rock wall repair item, with the plan being to first undergo an assessment of its condition and needs.

Note: Chris Figge left the meeting at 8:55 p.m. after requesting to be excused.

Action Items

Motion: After indications from all of the Board members that they favored establishing the Equestrian Task Force and were in favor of the job description which had been presented, the member appointment were discussed. Seth Murphy, Erlinda Stafford, Chris Pacetti and Sierra Pokorn had met to review the applications. The volunteers selected were Harlan Cleaver, Sandy Devin, Art Freitas, Michelle Heupel, Ian Holtum, Tow Krowl and Scott Lemberger. Further clarification of the decision was offered, stating with the number of interested parties it was felt 7 people should be appointed. The group also tried to select a cross-section of candidates to make the group well-rounded. A motion to form the Equestrian Task Force, adopt the job description

and appoint the members listed above was presented by Erlinda Stafford, seconded by Seth Murphy and approved by Erlinda Stafford, Seth Murphy and Andrew Roberts.

Committee and Task Force Reports

There were no reports from committees other than minutes included in the monthly packet. Erlinda Stafford commented on the Open Space minutes, noting that the Group Use Policy did not establish a ratio for equestrians.

Manager's Report

In addition to the monthly report, Chris advised that the colored concrete island at the entrance to the Valley had been completed last week as a joint project with the county. The Business Center sign is being installed on Ken Caryl Avenue at C470, and another one will be placed near Meineke Muffler. It was also noted the golf course is proposing a rezoning, but there has not yet been a submittal filed.

Chris shared positive news about the change in the workers' compensation experience modifier. He also update the insurance renewal status, with a preliminary assessment that rates will not change much for the next year, but proposals are still being received by John Archer.

Chris also outlined the staff changes for 2017.

Executive Session

There were no topics requiring an Executive Session.

Adjournment

There being no further items for discussion, the meeting adjourned at 9:17 p.m.

Respectfully submitted,

Rita Saunders, Secretary of the Meeting