

Minutes of the Monthly Business Meeting  
of the Board of Directors of the Ken-Caryl Ranch Master Association  
HELD March 20, 2018

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, March 20, 2018 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**

Board: Chris Figge, Andy Lydens, Seth Murphy, Dave Seagraves, Erlinda Stafford  
Staff: Chris Pacetti, Victoria DeSair, Sean Warren

**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 Feb. 20, 2018 regular meeting of the Board.

**Motion:** Motion to approve the minutes made by Erlinda Stafford

Seconded by Chris Figge

Motion was approved. Erlinda Stafford, Chris Figge, and Seth Murphy voted in favor. Andy Lydens and Dave Seagraves abstained.

**Minutes from the 2017 Annual Meeting of the Board of Directors**

**Motion:** Motion to approve the minutes of the March 21, 2017 Annual Meeting of the Board of Directors made by Chris Figge.

Seconded by Erlinda Stafford

Motion was approved. Erlinda Stafford, Chris Figge, and Seth Murphy voted in favor. Andy Lydens and Dave Seagraves abstained.

**Financials**

February financials were included in the Board Packet. The Audit is scheduled for April.

**Motion:** Motion to accept the financials made by Erlinda Stafford

Seconded by Dave Seagraves

Motion was approved unanimously.

### **Member Comments Not Related to Agenda**

- Joel Pankow: Asked if the dues will go down next year. Seth Murphy explained that the 2019 budget will be voted on in the fall. Also asked if the resident survey results will be analyzed. Chris Figge reported that the CPC is working on analyzing the survey results.
- Cathy Packard: Expressed concerns about maintenance of Heirloom Park.
- Jim Fodor: Read his letter to the editor from the March 21, 2018 Life at Ken-Caryl.

### **Communication/Discussion Items**

- The Board decided to change the regular Board meetings to 6 p.m. instead of 6:30 p.m. The meetings will still be on the third Tuesday of each month at the Ranch House.
- Trail Club President Dennie McGarry presented the Trail Club Annual Report, which was included in the Board Packet. Members of the audience asked questions regarding the Willow Springs Reciprocal Agreement, the Volunteer Trail Coordinators, trail construction, and trail volunteers.
- The Board discussed the Cooperative Agreement RE: Identification and Definition of the Ongoing Internal Relationships and Responsibilities. The attorneys for the Master Association and Metropolitan District will review the document, and the Board will vote on the proposed changes at a future meeting.
- The Board discussed financial responsibility of the cluster mailboxes around the community. Chris Pacetti will contact the Postmaster regarding the mailboxes. Dave Seagraves volunteered to take photos of the mailbox pads in the community. The Board will discuss the issue in April.
- The Board discussed the overpayment of dues by a commercial property and supports refunding six years' worth of overage. The Board will vote on the action in April.
- Open Space Manager Sean Warren requested \$500-\$1,000 to hire ERO Resources Corporation to complete follow-up work on environmental compliance issues related to the East Plum Thicket-Manzanita Social Trail Conversion Project. The Board supports using contingency funds for this work.
- Open Space Manager Sean Warren gave an overview of Docmann Trail and the Eagle Incidental Take Permit process with U.S. Fish and Wildlife. The presentation was posted online after the meeting.
  - Shirley Scabavea: Expressed concerns of residents with whom she has spoken.
  - Elizabeth Allison: Wants to cancel the trail construction contract for Docmann Trail.
  - Rilla Reinsma: Read excerpts from the Open Space Management Plan and the mission statements in the Resident Directory.
  - Jim Fodor: Expressed concerns about Docmann Trail and the Board's fiduciary duty.
  - Linda Metzger: Expressed concerns about Docmann Trail. Said the Conservation Club is requesting that the Board revoke the decision on Docmann Trail.
  - John Fosholt: Discussed Golden Eagles in Highlands Ranch.
  - Joel Pankow: Asked for Sean Warren's opinion on Docmann Trail.
  - Jeff Lyslo: Provided information about the SingleTrack Trails construction contract.
  - The Board supports forming a task force to review the Trails Master Plan.
  - The Board supports proceeding with the contract for building Docmann Trail.

- After considering the new information from staff, the Board decided pursuing an Eagle Incidental Take Permit was not in the Master Association's best interest and that the chances of construction activity for the trail project causing a violation of the Bald and Golden Eagle Protection Act are very low.

### Action Items

**Motion:** A Motion appointing Master Association officers for 2018.

Motion made by Chris Figge

Seconded by Erlinda Stafford

The 2018 officers are as follows:

- President, Seth Murphy
- Vice President, Chris Figge
- Treasurer, Erlinda Stafford
- Secretary, Dave Seagraves
- Director-at-Large, Andy Lydens
- Vice President, Chris Pacetti
- Assistant Secretary, Victoria DeSair

Motion approved unanimously.

The Board proceeded to agree on the following Board liaison appointments:

- Chris Figge: Architectural, Covenant, Community Planning
- Erlinda Stafford: Open Space Committee and Equestrian Center Task Force
- Dave Seagraves: Office Park
- Andy Lydens: Metropolitan District Board
- Seth Murphy: N/A

**Motion:** A Motion authorizing staff to enter into a modified agreement for operation of the new gate at the Manor House.

Motion made Chris Figge

Seconded by Erlinda Stafford

Motion approved unanimously

**Motion:** A Motion indemnifying former Board members Dan Mullins and Angela York.

Motion made by Chris Figge

Seconded by Erlinda Stafford

Motion approved unanimously

**Motion:** A Motion authorizing staff to enter into a contract for \$23,490 with Standard Fence for Bradford ornamental iron fence replacement.

Motion made by Erlinda Stafford

Seconded by Dave Seagraves

Motion approved unanimously

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

- The Ranch House Pool committee is proceeding with the pool project and gathering public comments.
- The Equestrian Center Task Force has assigned tasks based on the goals in its job description.

### **Manager's Report**

- An Urban Drainage open house is tentatively planned for April 12 to discuss the redesign of a drainage pipe off Ken Caryl Ave. near the Equestrian Center.

### **Adjournment**

There being no further items for discussion, the meeting adjourned at 10:29 p.m.

Respectfully submitted,

Victoria DeSair  
Secretary of the Meeting