

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD Sept. 18, 2018

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, Sept. 18, 2018 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:01 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 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 Aug. 21, 2018 regular meeting minutes of the Board.

Motion: Motion to approve the minutes made by Erlinda Stafford

Seconded by Chris Figge

Motion approved unanimously

Financials

August financials were posted on the community website prior to the meeting.

Motion: Motion to accept the financials made by Chris Figge

Seconded by Andy Lydens

Motion approved unanimously

Hearing - Open Space Rules Violations

- Open Space Manager Sean Warren gave an overview of the Open Space Rules and the violation procedures.
- Open Space Ranger Matt Oven presented an overview of the violation at 2 Twin Flower. The property is in violation of Rule #5: flagging in open space and possible invisible dog fence. The flags have been removed from the property. **Motion:** A Motion to impose a \$50 fine and loss of privileges. If property owner can prove the fence is inside the property boundaries or if there is a violation and it is corrected, then the fine and loss of privileges will be removed. Motion made by Seth Murphy. Seconded by Chris Figge. Motion approved unanimously.

- Matt Oven presented an overview of the violation at 2 Finch. The property is in violation of dumping logs and turf and having a trampoline in open space. The homeowner cured the violation. She was in attendance at the meeting, and she assured the Board that she would no longer have the trampoline in the open space. **Motion:** A Motion to waive the fine and loss of privileges at this time due to the homeowner's assurance that the violation will not occur again. Motion made by Chris Figge. Seconded by Andy Lydens. Motion approved unanimously.

Member Comments Not Related to Agenda

- Rilla Reinsma: Colorado Native Plant Society sent an email to Rilla Reinsma regarding a rare plant from the 19th century that potentially could be in our open space. They are requesting two members of the Botanic Gardens survey the Ken-Caryl Ranch open space. The Board suggested they contact Sean Warren to arrange for the survey.
- Jim Fodor: Passed out a letter he wrote to the Board on Aug. 31 requesting information about the Trail Club and a list of serious bicycle accidents. The Board advised him that the Trail Club is a private entity, and the Master Association doesn't have a list of its members. Sean Warren said there were two accidents on Cougar Trail and one on East Plum Thicket/Manzanita Trail.
- Dennie McGarry: He was asked at the July Board Meeting to provide Trail Club statistics. As of August, members contributed 1,371 volunteer hours, there were 109 unique individuals, and 60 people completed hours toward Willow Springs reciprocal tags. He thanked Dave Seagraves and the Boy Scouts for volunteer work in the community.
- Joel Pankow: He asked if the Community Planning Committee is going to publish more information about the Resident Survey results in the future. CPC Chair Liz Dowdell said the committee is currently working on updating the Community Plan and not focusing on more articles. Joel urged the CPC to review the survey comments more thoroughly.
- Linda Metzger: She presented a document to the Board showing photos and a list of maintenance items to be addressed.

Communication/Discussion Items

- 2017 Audit: Auditor Jim Moore presented an overview of the 2017 audit. The audit was performed later in the year due to Master Association accounting staff transition. He pointed out that the bank statements were difficult to reconcile due to voided check runs during staff transition. Jim stated he filed the tax return. He suggested the Board look over the bank reconciliations periodically. There was an issue in 2017 with a CD that was not stated properly so cash was overstated. The issue was corrected. Resident Bruce Tugman expressed his concerns about bank reconciliations and finances in general. He suggested the Board reinstate a Finance Committee.
- **Motion:** A Motion to authorize funds in the Special Project Funds contribution and accept the 2017 audit. Motion made by Chris Figge. Seconded by Seth Murphy. Motion approved unanimously.
- 2019 Insurance Update by John Archer: John with the Assured Partners Group gave an overview of the current status of the insurance business. He provided an overview of

the insurance renewal for the Master Association. The insurance policy includes an overall premium increase of 4.16%.

- **Motion:** A Motion authorizing staff to enter into an insurance renewal with Assured Partners Group. Motion made by Dave Seagraves. Seconded by Chris Figge. Motion approved unanimously.
- 2018 Issues Committee: A group of residents recently formed an Issues Committee, Ken-Caryl Ranch Residents in Favor of 2018 Mill Levy Increase. On behalf of the committee, Mike Miro requested from the Master Association two half-page ads and two quarter-page ads donated in-kind as well as \$2,500 to help defray the cost of promotional materials. Discussion:
 - Gail Heitland: Expressed her concerns with the amount of the mill levy increase at 8 mills as well as her concerns with using Master Association money to support the campaign.
 - Ellen Kessler: Asked if an opposing-view committee can request in-kind advertising and financial donations. The Board said the committee can make a request.
 - Heidi Werth: Said a committee will be forming to oppose the mill levy, and it will request the same donations.
 - Bruce Tugman: Does not think the Board should contribute money and thinks it violates law.
 - Joel Pankow: Does not understand why the Board would support this and is concerned about an 8 mill increase.
 - Peter Borer: Does not think the Board should donate to the Issues Committee.
 - Jerry Sullivan: Said the Master Association is a private entity and has a duty to do what is in the best interest of the homeowners. He supports the mill levy because he feels it is in the best interest of the community. He said it is legal for the Master Association to take a position and support the mill levy.

Action Items

Motion: A Motion ratifying the Board's decision to allow the "Ken-Caryl Ranch Residents in Favor of 2018 Mill Levy Increase" Issues Committee to run a half-page ad in the Sept. 19 issue of Life at Ken-Caryl at no charge.

Motion made by Erlinda Stafford

Seconded by Chris Figge

Discussion: Andy Lydens said he supports the Mill Levy and wants to take a stand to support the community. Seth Murphy said the MD was formed to provide services to the community, but he is concerned about the MD's ability to pay for services based on their current mill levy.

Motion approved unanimously

Motion: A Motion directing staff to run an in-kind quarter-page ad in the Oct. 3 and 31 issues, an in-kind half-page ad in the Oct. 17 issue, and make a donation in the amount of \$2,500 to the "Ken-Caryl Ranch Residents in Favor of 2018 Mill Levy Increase" Issues Committee as outlined in the committee's memo request.

Motion made by Chris Figge
Seconded by Erlinda Stafford
Motion approved unanimously

Motion: A Motion authorizing use of the Ken-Caryl Ranch logo on mill levy promotional materials by “Ken-Caryl Ranch Residents in Favor of 2018 Mill Levy Increase” Issues Committee.
Motion made by Erlinda Stafford
Seconded by Andy Lydens
Motion approved unanimously

Communication/Discussion Items

- Draft 2019 Budget: Sean Warren reported that the aerator at Brannon Gearhart Pond has been fixed. Chris Pacetti said the Reserve Study will be updated this fall. Seth Murphy requested 2019 reserve expenditures be listed in the budget. The Board discussed the proposed budget at length. Resident Jerry Sullivan discussed street lights and going through the Public Utilities Commission. In looking at the potential one-time project expenses, the Board does not support a Trail Master Plan update. Also, Landscape and Median Beautification won't be included on the list because funds will roll over for that project from the Special Project Fund. Reduce Easement Review funding to \$3,000 since \$7,000 will roll forward from 2018. Delay Gutter Guard installation. Delay Plum Thicket Trail improvements. Delay vehicular access improvement to South Docmann. Reduce Open Space Weed Management to \$5,000. Dave Seagraves suggested Boy Scouts help with trailhead kiosk project. Resident Jerry Sullivan spoke against replacing mailbox pads in the North Ranch. Seth Murphy wants the biological survey in the South Hogback paid for by the MD. He said the MD needs to fund the survey and should either get a grant or take the money out of the \$250,000 the MA is funding for water. The Board discussed Ranch House Pool funding to supplement the money the MD is using from the lawsuit settlement. The Board wants to look at reallocating funds to come up with \$350,000 to \$400,000 to use toward the pool. The Board discussed the possibility of a dues increase and wants to see \$1, \$2, and \$3 increase options for the draft budget at the October meeting.
- Architectural Committee Resignation: Courtney Gasperson resigned from the committee. **Motion:** A Motion appointing Chris Figge to the Architectural Committee. Motion made by Erlinda Stafford. Seconded by Dave Seagraves. Motion approved by Andy Lydens, Dave Seagraves, Erlinda Stafford, and Seth Murphy. Chris Figge abstained.

Action Items

Motion: A Motion authorizing staff to increase the Lien Fee to \$100.
Motion made by Dave Seagraves
Seconded by Chris Figge
Motion approved unanimously

Committee and Task Force Reports

- N/A

Manager's Report

- Staff brought up a recent issue regarding Girl Scouts and painted rocks in the open space. The Board suggested staff work with the Girl Scouts to reach a resolution.

Executive Session

At 10:06 p.m. the Board entered Executive Session to discuss a personnel matter.

Adjournment

No action was taken following the Executive Session, and there being no further items for discussion, the meeting adjourned at 10:25 p.m.

Respectfully submitted,

Victoria DeSair
Secretary of the Meeting