

**KEN-CARYL RANCH
MASTER ASSOCIATION**

**2019
ANNUAL PLAN**

Adopted November 7, 2018

REVENUE & EXPENSE SUMMARY (000)

	2016 ACTUAL @\$48	2017 ACTUAL @\$49	2018 PLAN @ \$52	2018 PROJ. EST. @ \$52	DRAFT 2019 PLAN @ \$53
REVENUE					
4010 MONTHLY DUES PG2 *	2700	2763	2935	2935	2994
4011 INTEREST/LATE CHARGES PG4	10	16	12	15	15
4012 TRANS/REFI FEE PG4	15	12	13	13	12
4030 OTHER INCOME PG4	7	8	8	8	8
4031 INTEREST REV PG4	5	8	6	14	12
4033 CABLE T.V.& T-MOBILE PG4	52	53	55	55	55
4034 ADVERTISING PG4	152	143	147	136	137
4035 LEGAL COLLECTIONS PG4	40	25	25	20	20
CHRISTMAS TREES	3	3	3	3	3
4040 TENNIS FEES PG4	4	4	4	4	4
SUB TOTAL	<u>2988</u>	<u>3035</u>	<u>3208</u>	<u>3203</u>	<u>3260</u>
PROJECTED PRIOR YEAR END BALANCE	73		166	145	28
SUB TOTAL	3061	3035	3374	3348	3288
4015 EQ BOARDING REV PG5	431	411	494	470	495
4016 EQ OTHER REV PG5	24	28	26	24	24
4018 EQ ACADEMY TUITION PG5	84	58	85	55	61
4020 EQ HORSE USE PG5	36	28	36	25	38
4022 EQ CAMP TUITION PG5	13	12	12	12	12
SUB TOTAL	<u>588</u>	<u>537</u>	<u>653</u>	<u>586</u>	<u>630</u>
TOTAL REVENUE	<u>3649</u>	<u>3572</u>	<u>4027</u>	<u>3953</u>	<u>3918</u>
EXPENSES & RESERVES					
GENERAL OPERATIONS PG6	502	499	531	523	555
OPERATIONS AND MAINTENANCE PG9	951	948	1010	1044	871
ADMINISTRATION PG12	318	297	320	292	327
OPEN SPACE MAINTENANCE PG17	579	619	530	530	549
ONE TIME PROJECTS	336	184	683	435	712
SUB TOTAL	<u>2686</u>	<u>2547</u>	<u>3074</u>	<u>2824</u>	<u>3014</u>
EQUESTRIAN OPERATIONS PG14	445	416	520	473	519
EQUESTRIAN RIDING SCHOOL PG14	132	113	133	113	111
SUB TOTAL	<u>577</u>	<u>529</u>	<u>653</u>	<u>586</u>	<u>630</u>
TRANSFER TO SPECIAL PROJECTS - POOL				226	
TOTAL EXPENSES	<u>3263</u>	<u>3286</u>	<u>3727</u>	<u>3642</u>	<u>3644</u>
RESERVE REPLACEMENT FUNDING PG21	250	250	250	250	250
CONTINGENCY	12	29	50	20	24
TOTAL EXPENSES & RESERVE	<u>3525</u>	<u>3565</u>	<u>4027</u>	<u>3912</u>	<u>3918</u>
NET INCOME (LOSS)	<u>113</u>	<u>217</u>	<u>0</u>	<u>28</u>	<u>0</u>

*2019 RESIDENTIAL DUES @\$53/MONTH, APARTMENTS @\$41/MONTH AND COMMERCIAL PROPERTY @\$37/MONTH/ACRE

KEN-CARYL RANCH MASTER ASSOCIATION
2019

MONTHLY DUES ASSUMPTION FOR REVENUES

RESIDENTIAL

4,146 Units @\$53.00 per month
250 Apartments @\$41.00 per month

REVENUE

\$2,636,856
\$123,000

COMMERCIAL

527 Assessments @ \$37/Month

\$233,988

TOTAL RESIDENTIAL & COMMERCIAL REVENUE

\$2,993,844

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
REVENUE RECAP

- 4010 Monthly Dues - Revenue from monthly, \$53.00 residential member assessments, \$41.00 apartment units and commercial assessment at \$37.00 an acre or fraction thereof.
- 4011 Interest/Late charges - Amounts collected for interest and late charges for delinquent homeowners' assessments.
- 4012 Transfer Fees - \$100.00 per unit fee collected for processing each resale on the Ken-Caryl Ranch and \$50.00 per unit for each refinance status letter.
- 4030 Other Income – Miscellaneous income.
- 4031 Interest Income - Interest received on Association funds in interest-bearing accounts
- 4033 Cable TV and T-Mobile - Revenue from Cable TV (\$28,000) and Ranch House T-Mobile cellular site (\$27,000).
- 4034 Advertising - Revenue generated from ads placed in the bi-weekly newsletter.
- 4035 Legal Collections (Delinquencies) - Attorney fees expended by KCRMA which are then collected by the Association during the delinquency process.
- 4040 Tennis Fees – Fees collected from tennis program participants to help reserve for the cost of replacing the courts at the Ranch House and Bradford Recreation Center.
- 4015 Equestrian Center Boarding Revenue – Revenue for horses boarded at the center. A surcharge will be added whenever the price of hay exceeds \$220/ton and/or when shavings exceed \$.50/cu. yd. Total horses - 110.
- 4016 Equestrian Center Other Revenue - Revenue for Equestrian service fees, arena usage, tack storage and trailer parking.
- 4018 Equestrian Riding Academy Tuition – Revenue received from lesson programs.
- 4020 Equestrian School Horse Use - Revenue from lesson leases of KCRMA owned/leased horses.
- 4022 Equestrian Center Summer Camp Tuition – Revenue received from summer camp programs.

EXPENSE RECAP

General Operations – Provides for operational services to the Association

Operations and Maintenance – Provides for association maintenance responsibilities

Administration – Provides for association management and financial services

Open Space Maintenance – Provides for management and maintenance of non-irrigated lands including properties owned and leased by the Metropolitan District in accordance with the 2013 Cooperative Agreement.

Equestrian Operations – Provides for Equestrian boarding services

Equestrian Riding School – Provides for Equestrian Riding School program

Reserve Funding – Annual contribution to the Reserve Fund from assessments, a contribution is also made from the Equestrian operation

Contingency – Provides funds to be used by the Board as needed during the year for unanticipated projects.

One Time Projects - These are projects that are anticipated to be completed in the year budgeted in this case 2019. They are not expected to continue as a regular annual expenditure and therefore not have an ongoing annual requirement for funding. However, some may require multiple years of funding to complete.

GENERAL OPERATIONS (000)

		2016 ACTUAL	2017 ACTUAL	2018 PLAN	2018 PROJ. EST.	2019 PLAN
5500	WAGES/SALARIES	119	103	115	118	130
5501	RECEPTIONISTS	26	26	29	31	32
5506	PAYROLL TAXES	9	8	9	9	10
5507	EMPLOYEE BENEFITS	3	10	11	11	12
5510	RETIREMENT PLAN	5	3	6	6	8
5520	OFFICE SUPPLIES	5	5	7	6	7
5525	TELEPHONE	9	5	6	6	6
5530	POSTAGE	7	7	8	8	8
5535	INSURANCE	142	148	142	142	148
5540	LEGAL/GENERAL	9	10	10	10	10
5539	LEGAL/COVENANTS	0	1	6	3	3
5542	CONSULTANT	5	3	6	6	6
5546	AUDIT	8	9	9	9	10
5555	WEB SITE	3	2	5	5	5
5565	PRINTING/COPYING	7	7	8	8	8
5567	NEWSPAPER (1)	100	106	112	101	106
5568	NEWCOMER/PUBLIC INFO/COUPONS	3	3	4	4	4
5570	COMPUTER SERVICE/SUPPLIES	11	13	18	18	20
5590	ARCHITECTURAL CONSULTANT	9	14	12	12	12
5592	CONTRACT COVENANT INSPEC.	18	6	0	0	0
5599	SPECIAL EVENTS	4	6	8	10	10
	MISCELLANEOUS		4			
TOTAL		499	499	531	523	555

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
GENERAL OPERATIONS EXPENSES

- 5500 Salaries & Wages – Salaries for full time Community Relations Director and full time Community Standards Administrator/Architectural Coordinator.
- 5501 Receptionists- 50% of costs associated with receptionist duties during business hours and evening meetings. (shared with KCRMD)
- 5506 Payroll Taxes – Employer’s share of FICA and Unemployment Insurance.
- 5507 Employee Benefits - Major medical, Long-Term Disability, Dental and Life Insurance.
- 5510 Retirement – A retirement benefit with KCRMA contributing an equal match of employee contributed funds up to 6% of wages for full-time employees and 3% for part-time employees.
- 5520 Office Supplies – Office supplies, forms and equipment needed to perform the day-to-day operations of the Master Association.
- 5525 Telephone – Costs for phone lines and phone system lease payment. (shared with KCRMD).
- 5530 Postage – Costs for Association postage charges and rental of postage meter. (shared with KCRMD)
- 5535 Insurance – General Liability insurance, Director and Officer Liability insurance, Work Comp., Autos, Umbrella and Property insurance for the Equestrian Center Buildings. (KCRMD insures the other buildings)
- 5540 Legal/General – Attorney to provide general legal advice to the Master Association staff and the Board of Directors.
- 5539 Legal/Covenants – Legal expenses to enforce covenants.
- 5542 Consultant – Fees for consultants as determined by the Board including payroll service.
- 5546 Audit – Annual Audit services.
- 5555 Web Page- Costs shared with KCRMD for maintaining our web page.
- 5565 Printing/Copying - Costs for operation of copy machine including paper, supplies, and maintenance costs. (shared with KCRMD)

- 5567 Newspaper - Costs of printing and distribution of a bi-weekly publication of the newsletter.
- 5568 Newcomer/Public Information - Printing of Master Association guidelines and documents, information brochure, special resident mailings, community guides and maps.
- 5570 Computer Service – Shared costs with KCRMD for supplies for computer operations, and maintenance on equipment. Also, includes software and hardware costs.
- 5590 Architectural Consultant - Services of contract architect serving on the Committee as specified in the legal documents of the Association as a fiduciary duty of the Board of Directors.
- 5592 Contract Covenant Inspection – No longer used.
- 5599 Special Events - Costs associated with community special events (Brew Ha, Spring trash/recycling event).

OPERATIONS & MAINTENANCE (000)

		2016	2017	2018	2018	2019
		ACTUAL	ACTUAL	PLAN	PROJ.	PLAN
					EST.	
5313	SIGNAGE	6	7	6	6	6
5314	STREET LIGHTS	28	27	28	58	28
5315	RESIDENTIAL TRASH/RECYCLING	600	623	640	640	672
5317	HISTORICAL SOCIETY COMMITTEE	7	2	7	7	7
5320	FACILITIES MAINT/UTILITIES	50	58	60	70	65
5327	DRAINAGE REPAIR	100	100	100	100	50
5328	IRRIGATION	110	110	110	110	0
5333	TREES	5	5	10	10	10
5331	SIGN PATROL	6	6	6	5	5
5306	ASPHALT PATH REPAIRS	2	2	2	2	2
5307	ADA MODIFICATIONS	25	0	15	15	0
5308	KC2020/CP IMPLEMENTATION	1	0	0	0	0
5332	SNOW REMOVAL	5	2	5	5	5
5345	SECURITY	6	6	6	6	6
	CONCRETE REPAIRS	0		15	10	15
TOTAL		951	948	1010	1044	871

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
OPERATIONS AND MAINTENANCE

- 5313 Signage- Maintenance of community signs and marquees.
- 5314 Street Lights- Electricity and repair of lights along major streets where there are not any homes (Chatfield, Ken Caryl Ave., Valley Parkway).
- 5315 Trash and Recycling Service - Cost for weekly trash and recycling pick-up at all residential properties, Ranch House, Community Center, Parks Shop and the Equestrian Center. Also, regular service, estimated to be 50 times a year, on a 40 yard roll off. In addition to the base contract there is funding for a fuel surcharge.
- 5317 Historical Society Committee - Miscellaneous repairs, supplies and support for preservation of historical sites.
- 5320 Ranch House Maintenance and Utilities- Shared cost for maintenance and utilities of the Ranch House (KCRMD pays remainder).
- 5327 Drainage- Repairs to existing drainage. There are funds available from prior years and plans to provide additional funding in the future.
- 5328 Irrigation - Cost to replace sections of the irrigation system in conjunction with KCRMD.
- 5333 Trees – Annual expense to plant new trees in the green belts.
- 5331 Sign Patrol – This is the cost to contract with the MD for weekend sign patrol on the Ranch. \$75 per patrol – April – October 2 times per week, November – March 1 time per week.
- 5306 Asphalt Path Repairs – Cost to perform minor repairs to the asphalt path system while the entire system is converted to concrete over the next 5/6 years.
- 5307 ADA Updates – Costs to make ADA compliant updates to Ranch facilities.

- 5332 Snow Removal – Snow removal services provided by the MD on open space trails.
- 5345 Security – The Master Association share of the cost to provide contract roving security patrol during the spring and summer two security officers for five hours each Friday and Saturday 9pm- 2am. Additional evenings might be added as necessary. The total cost to be shared between KCRMA and KCRMD.
- 5346 Concrete – Annual costs to repair concrete trails, sidewalks, pool decks.

ADMINISTRATION

		2016 ACTUAL	2017 ACTUAL	2018 PLAN	2018 PROJ. EST.	2019 PLAN
5600	WAGES/SALARIES	213	194	182	184	200
5606	PAYROLL TAXES	14	15	15	14	15
5607	EMPLOYEE BENEFITS	21	25	27	18	20
5610	RETIREMENT PLAN	13	9	11	9	11
5615	EMPLOYEE EXPENSE	8	5	7	5	7
5621	BOARD EXPENSES	2	4	4	4	4
5616	MEETING EXPENSES	2	2	3	3	3
5617	ELECTION/ANNUAL MEETING	1	6	3	2	4
5618	EMPLOYEE EDUCATION	1	1	1	1	1
5619	BANK CHARGES	1	1	1	1	1
	SALARY ADJ./BONUS'	0		24	24	24
5645	LEGAL/DELINQUENCIES	40	25	25	23	25
5650	DUES,FEES,SUBSCRIPTIONS	1	10	4	2	2
5670	DUES WRITE OFFS	1	0	10	2	10
	TOTAL	318	297	317	292	327

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
ADMINISTRATION EXPENSES

- 5600 Wages/Salaries – Salaries for Executive Director, part time Finance Manager and part time administrative help.
- 5606 Payroll Taxes – Employer’s share of FICA and Unemployment Insurance.
- 5607 Employee Benefits - Major medical, Long-Term Disability, Dental and Life Insurance.
- 5610 Retirement – A retirement benefit with KCRMA contributing an equal match of employee contributed funds up to 6% of wages for full time employees and 3% for part time employees.
- 5615 Employee Expense – Business expenses incurred by employees including costs for Executive Director to attend one National CAI Conference.
- 5616 Meeting Expense – Miscellaneous expenses associated with Board of Directors and meetings.
- 5621 Board Expenses – Expenses incurred by Board members in the line of their service. Includes thank you gifts for retiring Board/Committee members.
- 5617 Election/Annual meeting - Costs associated with election, annual meeting and Volunteer thank you dinner.
- 5618 Employee Education- Education classes for employees.
- 5619 Bank Charges- Bank service charges.
- 5645 Legal/Delinquencies – Lien filing fees and related legal charges associated with the pursuit of members’ delinquent accounts.
- 5650 Dues, Books, Subscriptions, Fees – The Association subscribes to publications necessary to remain alert and aware of trends in development, changes in law and property conveyances, architecture, computer and financial matters. The Association belongs to professional organizations, e.g., Community Association Institute, and organizations related to Association management and operation. Fees are paid to Foothills thru the Metropolitan District to provide the opportunity for residents of Mountain Gate to use the indoor facilities at the Ridge.

EQUESTRIAN

	2016	2017	2018	2018	2019
	ACTUAL	ACTUAL	PLAN	PROJECTED EST.	PLAN
EQ BOARDING REV PG5 *	430	411	494	470	495
EQ OTHER REV PG5	24	28	26	24	24
EQ ACADEMY TUITION PG5	84	58	85	55	61
EQ HORSE USE PG5	36	28	36	25	38
EQ CAMP TUITION PG5	13	12	12	12	12
TOTAL REVENUE	587	537	653	586	630
Anticipates a 5% increase in boarding fees in 2019					
Assumes average feed cost \$220/ton if costs increase a sur charge will be assessed					
Assumes average bedding cost \$3.50/cu yd if costs increase a sur charge will be assessed					
	2016	2017	2018	2018	2019
	ACTUAL	ACTUAL	PLAN	PROJECTED EST.	PLAN
5700 FACILITY MAINTENANCE	6	17	18	10	15
5701 EQUIP.MAINTENANCE	4	1	7	5	7
5702 FEED/GRAIN	133	119	143	130	143
5722 PIPE PEN SAND	4	2	5	5	5
5703 BEDDING	47	24	35	25	30
5704 SHAVINGS PICKUP	31	24	28	28	28
5705 SALARIES/WAGES	165	160	177	166	186
5706 PAYROLL TAXES	13	14	16	14	15
5707 EMPLOYEE BENEFITS	8	6	8	7	7
5708 RETIREMENT	3	3	3	3	3
5710 SPECIAL EVENTS	1	1	1	1	1
5712 INSURANCE	9	14	10	10	10
5713 LEGAL	0	0	1	1	1
5714 OFFICE SUPPLIES	1	1	1	1	1
5715 UNIFORMS	1	1	1	1	1
5716 EMPLOYEE EXPENSE	1	1	1	1	1
FOOTING REPLACEMENT	0	0	30	30	30
7004 RESERVES CONTRIBUTION	10	15	15	15	15
5718 UTILITIES	18	17	20	20	20
TOTAL	455	420	520	473	519
<u>EQUESTRIAN RIDING SCHOOL</u>	2016	2017	2018	2018	2018
	ACTUAL	ACTUAL	PLAN	PROJECTED EST.	PLAN
6102 SCHOOL HORSE FEED	29	23	28	25	25
6103 FACILITY MAINTENANCE	9	9	9	9	9
6105 WAGES/INSTRUCTORS	66	61	65	52	47
6106 PAYROLL TAXES	6	5	6	5	5
6108 TACK PURCHASE	1	1	1	1	1
6112 INSURANCE	9	-5	5	5	5
6113 HORSE PURCHASE	0	1	3	1	3
6114 MISCELLANEOUS SUPPLIES	2	3	3	2	3
6116 VET/SHOEING	13	15	13	13	13
TOTAL	135	113	133	113	111
TOTAL EXPENSES	602	533	653	586	630

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET ASSUMPTIONS
EQUESTRIAN CENTER BOARDING OPERATION EXPENSES

- 5700 Facility Maintenance - Repairs and maintenance for Equestrian Center assets (i.e. waterers, fencing, etc) and maintenance of Equestrian Center grounds to include arenas, drainage and grading.
- 5701 Equipment Maintenance - Repairs and maintenance on all Equestrian Center equipment, including tractors, spreader, truck, hay wagon and fuel expense.
- 5702 Feed/Grain – Hay and grain to maintain boarded horses.
- 5722 Pipe Pen Sand – Sand for footing in the Pipe Pens.
- 5703 Bedding - Shavings to maintain boarded horses.
- 5704 Shavings Pick-Up - Removal of used shavings and manure.
- 5705 Salaries & Wages - Salaries for Equestrian Center personnel: includes Manager and three full-time stable hands.
- 5706 Payroll Taxes - Employers share of Equestrian Center FICA and Unemployment Tax.
- 5707 Employee Benefits - Major Medical, long-term disability, dental and life insurance for manager.
- 5708 Retirement - A retirement benefit for manager with KCRMA contributing an equal match of employee contributed funds up to 6% of wages.
- 5710 Special Events - Costs for Equestrian Center horse and boarder events.
- 5711 Telephone - Cost for 1 courtesy/alarm/fax phone and 1 wireless.
- 5712 Insurance - Equestrian Center boarding general liability and workers' compensation insurance.
- 5713 Legal - Legal fees associated with the boarding operation.
- 5714 Office Supplies – For Equestrian boarding operations.
- 5715 Uniforms - Protective clothing and EQ identification shirts.
- 5716 Employee Expense- Business expenses incurred by Manager.
- 5718 Utilities – Cost of utilities at the Center.

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET ASSUMPTIONS
EQUESTRIAN RIDING ACADEMY

- 6102 School Horse Feed – Cost of hay and grain to feed 10 school horses @ \$192 per horse per month. Sur charges added when cost of hay exceeds \$220/ton.
- 6103 Facility Maintenance – School share of costs to maintain the center.
- 6105 Wages- Wages for instructors and part-time administrative person.
- 6106 Payroll Taxes- Employer’s share of FICA and Unemployment insurance.
- 6108 Tack Purchase – Cost of purchasing tack for the school.
- 6112 Insurance – General Liability and Workers Comp insurance associated with the Riding Academy and Camp programs.
- 6113 Horse Purchases - Cost to purchase school horses for the program.
- 6114 Miscellaneous Supplies – Supplies needed for the operation of the program.
- 6115 Telephone – Eliminated with change in phone system connecting to Ranch House lines.
- 6116 Vet/Horse Shoeing – Cost to shoe the school horses and provide veterinarian care.

OPEN SPACE

		2016 ACTUAL	2017 ACTUAL	2018 PLAN	2018 PROJ. EST.	2019 PLAN
5901	PAYROLL TAXES	26	26	26	26	26
5902	EMPLOYEE BENEFITS	23	24	25	25	25
5903	RETIREMENT	16	15	16	16	16
5905	VEHICLE MAINTENANCE	12	12	12	12	12
5906	CONTRACT WEED CONTROL	32	32	38	38	33
5907	CONTRACT 2 TRAIL MAINTENANCE	4	12	10	10	10
5910	CONTRACT TRAIL MAINTENANCE	69	104	17	17	17
5913	OPEN SPACE SUPPLIES	24	28	30	30	30
5914	UNIFORMS	2	3	3	3	3
5915	VOLUNTEER SUPPORT	1	1	1	1	2
5916	SIGNAGE	9	9	10	10	10
5917	RESTORATION	0		0	0	0
5918	FUEL	6	6	7	7	7
5920	FOREST/FUELS MANAGEMENT	10	13	6	6	6
5943	HAZARD TREE REMOVAL	0	6	7	7	8
5921	DUES AND SUBSCRIPTIONS	1	1	1	1	1
5922	TRAINING	2	2	2	2	2
5924	SURVEY WORK	1	1	1	2	15
5926	CONTRACT TRAIL BUILDER	21	15	0	0	0
5927	BIOLOGICAL SURVEYS	0	0	0	0	0
5928	TRAIL PERMITING	1	1	2	1	1
5929	EQUIPMENT	5	10	10	10	10
5908	WAGES - MOWING	13	7	13	7	8
5930	WAGES - PATROL	78	88	75	84	86
5931	WAGES - GENERAL MAINTENANCE	64	69	60	60	62
5932	WAGES - NOXIOUS WEED CONTROL	15	16	21	21	22
5933	WAGES - FORESTRY	17	18	11	9	10
5934	WAGES - TRAIL MAINTENANCE	2	1	2	2	2
5935	WAGES - TRAIL CONSTRUCTION	10	8	10	10	10
5936	WAGES - BOUNDARY MANAGEMENT	8	10	8	10	10
5937	WAGES - WILDLIFE MANAGEMENT	5	8	8	10	10
5938	WAGES - GENERAL OPERATIONS	85	73	98	93	95
5941	PRAIRIE DOGS	17		0	0	0
	TOTAL	579	619	530	530	549

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
OPEN SPACE

- 5901 Payroll Taxes- Employers share of Open Space FICA and Unemployment Tax for staff.
- 5902 Employee Benefits- Major Medical, long-term disability, dental and life insurance for four (4) full-time Rangers
- 5903 Retirement – Retirement benefits for four (4) full-time Rangers with KCRMA contributing an equal match of employee contributed funds up to 6%.
- 5905 Vehicle Maintenance - Includes repair and maintenance of Rangers vehicles.
- 5906 Contract Weed Control - Contract for chemical application for noxious weed control in the open space.
- 5907 Contract 2 track Trail Maintenance- Repairs to 2 track trails using contractor services.
- 5910 Contract Trail Maintenance – Maintenance of natural surface trails using contractor services.
- 5913 Open Space Supplies- Supplies needed to maintain the Open Space, office supplies, tools and (Bradford) port-a-potty cleaning expense.
- 5914 Uniforms – Ranger uniforms.
- 5915 Volunteer Support- Costs associated with volunteer projects.
- 5916 Signage- Open space signs.
- 5917 Restoration- Open space re-seeding.
- 5918 Fuel – Fuel for Ranger vehicles
- 5920 Forest/Fuels Management – Costs for contract management of forest and drainage fuels management following the Fuels Management Plan, and a third-party assessment of our forests.

- 5943 Hazard Tree Removal – Removal of trees in open space that are a hazard to safety.
- 5921 Dues and Subscriptions – Annual membership dues in the Chatfield Watershed Network and publications to help ranger staff stay informed of industry topics.
- 5922 Training – Costs associated with training for Ranger staff.
- 5924 Surveying – Costs to survey for both encroachment enforcement and perimeter boundary marking.
- 5926 Contract Trail Builder – Contractual services to construct trails.
- 5928 Trail Permits – Permit fees for new trails
- 5929 Equipment – Purchase equipment required for maintaining the open space.
- 5908 Wages - Mowing – Rough cut mowing typically three times per growing season.
- 5930 Wages – Patrol – Trail patrols, facilities patrols, off-trail patrols, incident reports, CNR reports.
- 5931 Wages – General Maintenance – Fence repair and installation, drainage maintenance and project coordination, sign management and installation, trash removal, graffiti cleanup, structure maintenance, snow removal.
- 5932 Wages - Noxious Weed Control – In-house herbicide applications and other control measures, planning, mapping, inspecting work by contract and in-house crew, plan and implement restoration work.
- 5933 Wages - Forestry – Implement recommendations in Forest Stewardship Plan and Fuels Management Plan; remove hazard trees and trees causing property damage. Perform wildfire fuel hazard assessments for private property owners.
- 5934 Wages - Trail Maintenance – Minor maintenance of existing trail system when contractor is not available.
- 5935 Wages - Trail Construction – Staff assistance to VTC’s for new trail construction.

5936 Wages - Boundary Management – Monitor interior and exterior boundaries for encroachments and other rules violations. Administer license agreements, perform property boundary line assessments. Install and preserve boundary markers.

5937 Wages - Wildlife Management – Educate residents on avoiding conflict with wildlife, respond to wildlife related calls, remove large animal road kill, deer and elk population monitoring. Maintenance of observation logs.

5938 Wages - General Operations – Trainings, meetings, workshops, conferences, report writing, staff supervision, human resource management, article writing. This is also where; Holiday and PTO time is recorded.

5940 Mowing Equipment – Purchase equipment to assume in-house rough-cut mowing services.

SPECIAL PROJECTS

Project	12/31/2017 Balance	Projected 2018 Added	2018 Expended	Projected 12/31/2018 Balance
EQUESTRIAN CENTER	\$11,209			
DRAINAGE	\$237,944		\$150,000	\$87,944
IRRIGATION SYSTEM	\$306,100	\$110,000		\$416,100
HISTORICAL SOCIETY	\$4,800		\$4,800	\$0
MEDIAN IMPROV.	\$9,500		\$9,500	\$0
ST POINTE TRAIL	\$10,000		\$10,000	\$0
2017 OPERATIONS	\$145,000		\$145,000	\$0
UNDESIGNATED	\$60,429			
TOTAL	\$784,982	\$110,000	\$319,300	\$504,044

ONE TIME PROJECTS	ACTUAL	BUDGET	PROJ.	BUDGET	STATUS
	2017	2018	2018	2019	2018 Status
Increase MA duties/Irr. Water	\$100,000	\$100,000	\$100,000	\$250,000	Complete/\$100,000
RH pool funding	\$0	\$226,000	\$0	\$387,000	On hold
Bond Projects	\$0	\$162,000	\$162,000		Complete/\$162,000
Docmann Trail	\$0	\$76,000	\$76,000		Scheduled
Stallion Pointe Trail Improvements	\$0	\$16,000	\$16,000		In progress
Fence North Border	\$4,900	\$5,000	\$4,600	\$5,000	Complete/\$4,600
EPT/Manzanita Trail supplies	\$0	\$15,000	\$11,844		Complete/\$11,844
Open Space picnic tables	\$0	\$5,000	\$4,437	\$5,000	Complete/\$4,437
Easement/Right of way review	\$0	\$7,000	\$7,000	\$3,000	In progress
Docmann fence/gates	\$0	\$5,000	\$5,000		TBD
Upgrade electric box on main barn	\$0	\$3,500	\$2,650		Complete/\$2,650
Upggrade electric in main barn	\$0	\$0	\$0	\$14,120	
RH wading pool repairs	\$0	\$5,000	\$2,656		Complete/\$2,656
Replace tie wall V. Pkwy/Colony	\$0	\$30,000	\$15,000		Complete/\$15,000
Replace fence along tie wall above	\$0	\$12,000	\$12,000		Scheduled
Update bathrooms at Bradford pool	\$0	\$11,000	\$10,560		Complete/\$10,560
Prairie Dog Colony Restoration	\$26,334	\$5,000	\$5,000		In Progress
Landscape/median beautification	\$10,437				
Resident Survey	\$17,341				
DL playground, tables, benches	\$24,000				
Ranch House Furniture	\$593				
Street light removal				\$15,000	
Greenbelt W drainage				\$10,000	
Trails Master Plan Update					
Gutter Guard Ranch House					
Valley Parkway Crossing				\$8,000	
Mailbox pads				\$5,000	
Plum Thicket Trail Improvements					
Improve vehicular access to Docmann					
Open Space weed mgmt.& restoration plan				\$5,000	
Pilot trailhead Kiosk				\$5,000	
Tree Master Plan					
Dredge Brannon Gearhart Pond					
TOTAL	\$183,605	\$683,500	\$434,747	\$712,120	

KEN-CARYL RANCH MASTER ASSOCIATION
2019 BUDGET
BUDGET ASSUMPTIONS
ONE TIME PROJECTS

These are projects that are anticipated to be completed in the year budgeted in this case 2019. They are not expected to continue as a regular annual expenditure and therefore not have an ongoing annual requirement for funding. However, some may require multiple years of funding to complete.

Irrigation water – Funds to be used to pay for irrigation water applied on Master Association owned property and 50% of water applied to Jefferson County right of way property (balance paid by KCRMD)

Ranch House pool replacement – Funds to be used to supplement the proceeds from the Plains Metropolitan District payments for a new pool at the Ranch House.

Fence North Border – Phase III of the project to install a new fence along the north border of the open space adjacent to the North Ranch.

Open Space Picnic Tables – Funds to purchase new picnic tables for the open space.

Easement/Right of way review – Funds to work with a consultant to

Upgrade Electric in Main Barn

Remove unnecessary street lights on Ken Caryl Ave., Chatfield Ave., and Continental Divide Rd.

Excavate drainage channel on upper section of Greenbelt W to facilitate better water flow.

Install ramps at Valley Parkway crossing adjacent to N. Massey Draw

Replace select mailbox pads

Develop Open Space weed mgmt. and restoration plan

Open Space Kiosk – Funds to construct and install a new prototype Kiosk.

2019
RESERVES

Balance 12/31/18	+	\$1,500,000
2019 Funding	+	\$265,000
2019 Interest	+	\$28,000*
2019 Expenditures	-	<u>\$223,890</u>
Balance 12/31/19		\$1,569,110

*Anticipates an average balance of \$1,400,000 @ 2% interest.

2019 RESERVES

RH HVAC - condensers	\$5,200
RH HVAC Air Handlers	\$3,690
RH Entry deck	\$4,000
EC Replace John Deere tractor	\$60,000
EC Paint Ranger Barn	\$8,000
BGP - Seal Coat Parking Lot	\$3,000
GB Replace Fence Medema	\$40,000
OS Asphalt conversion	<u>\$100,000</u>
TOTAL	\$223,890