

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD March 19, 2019

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, March 19, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:06 p.m. by Vice President Chris Figge.

Attendance

Board: Chris Figge, Andy Lydens, Scotty Martin, Dave Seagraves
Staff: Victoria DeSair, Sean Warren

Conflicts of Interest

Chris Figge 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 Feb. 19, 2019 regular meeting minutes of the Board.

Motion: Motion to approve the minutes made by Dave Seagraves

Seconded by Andy Lydens

Motion approved by Chris Figge, Andy Lydens, Dave Seagraves

Scotty Martin abstained

Financials

February financials were included in the board packet.

Motion: Motion to accept the financials made by Andy Lydens

Seconded by Scotty Martin

Motion approved unanimously

Member Comments Not Related to Agenda

- Rilla Reinsma: She questioned why the Master Association does not do seasonal trail closures for raptor nesting season. Open Space Manager Sean Warren addressed Rilla Reinsma's concerns and said that MA trails are outside the .5-mile buffer zone that is required by Colorado Parks and Wildlife. The Board requested staff contact Jefferson County Open Space and Highlands Ranch to find out what trails are being closed, during what time periods, and why they are being closed if more than .5-mile outside the trail. Staff will communicate the answer to the Board and community.

Communication/Discussion Items

- The Board discussed the hiring committee to identify a new Executive Director for the Master Association. Dave Seagraves, Chris Figge, Andy Lydens, and Scotty Martin would like to serve on the hiring committee. The Board would like to add a 5th person to the committee, whether it be Erlinda Stafford or another resident volunteer. The next step will be for the committee to meet regarding the hiring process. Resident Bruce Heise addressed the Board and encouraged them to hire Victoria DeSair and not go through the hiring process. Resident Dan Mullins asked if the committee needs to meet in open forum. Because the hiring process is a personnel matter, the hiring committee meetings can be done in Executive Session.
- Equestrian Center Task Force: The Board discussed whether or not to have the Equestrian Center Task Force. There were only 2 new applicants. The Board tabled the discussion until April when Erlinda Stafford and Chris Pacetti are present.
- **Motion:** A Motion made by Dave Seagraves to table the discussion.
 - Seconded by Andy Lydens
 - Motion approved unanimously

Action Items

Motion: A Motion appointing Master Association officers and committee liaisons for 2019.

Motion made by Andy Lydens

Seconded by Dave Seagraves

Motion approved unanimously

The 2019 officers are as follows:

- President: Chris Figge
- Vice President: Dave Seagraves
- Treasurer: Erlinda Stafford
- Secretary: Andy Lydens
- Director-at-Large: Scotty Martin
- Vice President: Chris Pacetti
- Assistant Secretary: Victoria DeSair

The 2019 Board committee liaison appointments are as follows:

- Chris Figge: Architectural and Covenant
- Scotty Martin: Community Planning and Metropolitan District Board
- Erlinda Stafford: Equestrian Center Task Force
- Dave Seagraves: Office Park and Historical Society
- Andy Lydens: Open Space Committee

Motion: A Motion adopting Resolution 19-01 indemnifying former Board member Seth Murphy.

Motion made by Chris Figge

Seconded by Dave Seagraves

Motion approved unanimously

Motion: A Motion authorizing an additional expenditure of \$11,873 for pilot kiosk project.
Funding source 2018 Special Project Fund.

Motion made by Andy Lydens

Seconded by Dave Seagraves

Motion approved by Dave Seagraves, Andy Lydens, and Scotty Martin. Chris Figge voted against.

Motion: A Motion adopting the amended Volunteer Trail Coordinator Program Description.

Motion made by Andy Lydens

Seconded by Dave Seagraves

Motion approved unanimously

Motion: Resolution 19-02 removing Seth Murphy and adding Board President Chris Figge to all Master Association bank accounts as an authorized signer.

Motion made by Dave Seagraves

Seconded by Scotty Martin

Motion approved unanimously

Motion: A Motion approving Exhibit D to the First Amendment to the Reorganization Agreement.

Motion made by Chris Figge

Seconded by Dave Seagraves

Motion approved by Dave Seagraves, Andy Lydens, and Chris Figge

Scotty Martin abstained

Motion: A Motion approving the Second Amendment to the Reorganization Agreement.

Discussion: Resident Jim Fodor pointed out the previous attempt by the Board to save water that was not well received by the community. He supports this decision that was made by both Boards. Linda Metzger asked about tap maintenance, and it was explained that the Metropolitan District would still be responsible for maintenance.

Motion made by Dave Seagraves

Seconded by Andy Lydens

Motion approved by Dave Seagraves, Andy Lydens, and Chris Figge

Scotty Martin abstained

Motion: A Motion authorizing the Board President to enter into an open book bid process agreement with A.D. Miller to replace the Ranch House swimming pool.

Motion made by Andy Lydens

Seconded by Chris Figge

Motion approved unanimously

Motion: A Motion authorizing the Scope of Work for 2019 Trail Maintenance with Singletrack Trails.

Discussion: Jack Sawatzki questioned why three bids weren't sought for the project. Staff explained that there are only two companies that do this type of work. The other company previously did work for the Master Association that was unsatisfactory.

Motion made by Chris Figge

Seconded by Dave Seagraves

Motion approved unanimously

Committee and Task Force Reports

- Open Space Committee: The Board previously asked for clarification from the Open Space Committee on the naming of Docmann Trail. The Committee suggested the whole trail be named Docmann, and the small spur off Docmann would be named Overlook.

Manager's Report

Victoria DeSair reported on the following topics:

- Staff is currently reviewing the Collections Policy with the attorney. A revised policy will be presented to the Board at a future meeting.
- In February, the Board approved going to court for an injunction to force Account #31750 to fix ongoing covenant violations. In response, the resident reached out to the Association's attorney and came to an agreement on a timeline to fix the problems.
- Staff reported on Ranch House Pool design feedback from the open houses and the current online survey. So far, the response has been positive, and specific feedback will be considered by the Boards.
- Staff attended the Community Associations Institute spring conference.

Resident Comments

- Jim Fodor wants pool design aesthetics to be weighed in the decision-making process.
- Jack Sawatzki questioned the construction of the steps on Massey Draw Trail. Volunteers fixed the issue over the winter.

Adjournment

There being no further items for discussion, the meeting adjourned at 7:43 p.m.

Respectfully submitted,

Victoria DeSair
Secretary of the Meeting