

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD May 21, 2019

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, May 21, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

Call to Order

The meeting was called to order at 6:04 p.m. by President Chris Figge.

Attendance

Board: Chris Figge, Andy Lydens, Scotty Martin, Dave Seagraves, Erlinda Stafford
Staff: Chris Pacetti, 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 April 16, 2019 regular meeting minutes of the Board.

Motion: Motion to approve the minutes made by Dave Seagraves

Seconded by Andy Lydens

Motion approved unanimously

Financials

April financials were included in the board packet.

Motion: Motion to accept the financials made by Chris Figge

Seconded by Erlinda Stafford

Motion approved unanimously

Member Comments Not Related to Agenda

- John Fosholt expressed concerns about fireworks in the Valley. He requested a reminder about fireworks on the marquee signs. Victoria DeSair will coordinate an awareness campaign about fireworks.

Communication/Discussion Items

- Auditor Jim Moore presented the 2018 Master Association Audit. There were no concerns with the audit. Jim made a few minor suggestions: update the Reserve Plan more frequently. He recommended continued diligence on the suspense accounts, which he feels have improved over the last year. The three-year contract with the

auditor is now over. The Board supports getting a proposal for one year of service and for three years of service. Chris Figge asked for the auditor's opinion about funding levels for the Reserve Fund. The auditor feels the Reserve Fund is adequately funded, not over or under funded. Scotty Martin asked about the purpose of the audit. The auditor said the audit purpose was a review of finances and the controls in place. The auditor recommended the Board members occasionally review the bank reconciliations. Chris Pacetti thanked the Master Association's Finance Manager Anne Husted for her efforts with the finances.

- The Board supported an \$11,000 expenditure for the Master Association's half of the cost to replace the aging physical host servers that are no longer under warranty and pose a security issue. The need was not identified during the 2019 budget process, so the cost will come out of the Special Project undesignated fund.
- Staff presented a five-year contract extension opportunity for trash and recycling services with Waste Connections. The Board supports the contract extension and will vote on it at the next Board meeting. Staff will explore composting options.
- Staff presented Draft Amended Meeting Guidelines to help guide audience participation for the Master Association Board meetings. The Board supports the guidelines and will vote on them at the next Board meeting.
- The Board reviewed a Draft Policy for Anonymous Communications at Board Meetings. The policy will be communicated to the community per the Communications Protocol, and the Board will vote on the new policy at the next Board meeting.

Action Items

Motion: A Motion authorizing staff to enter into a contract with Cowboy Fencing to replace 1,600 feet of rail fencing along the east side of the Aspen Meadows neighborhood at a cost of \$40,600. Reserve fund identifies \$40,000 for this project.

Motion made by Andy Lydens
Seconded by Erlinda Stafford
Motion approved unanimously

Motion: A Motion adopting the Amended Collection Policy.

Motion made by Erlinda Stafford
Seconded by Dave Seagraves
Motion approved unanimously

Motion: A Motion adopting the Amended Fire Prevention Plan as recommended by the Firewise Committee and Open Space Committee.

Motion made by Chris Figge
Seconded by Andy Lydens
Motion approved unanimously

Scotty Martin recommended adding information on pine needles and duff for future updates.

John Fosholt recommended looking at looking at fire prevention needs in encroachment license areas.

Motion: A Motion authorizing staff to execute the renewal of an Agreement to Allow Use of KCRMA Open Space for Keeping Bees.

Motion made by Erlinda Stafford

Seconded by Andy Lydens

Motion approved unanimously

Motion: A Motion adopting the Amended Open Space and Parks Rules except #2.

Discussion: The Board discussed the proposed changes, specifically the change from sunset to dark. Resident John Keahey expressed concern about the frisbee golf course being open until dark. The Board wants the Open Space Committee to revisit changes to rule #2, which discusses open space hours.

Motion made by Erlinda Stafford

Seconded by Dave Seagraves

Motion approved unanimously

Motion: A Motion adopting the Amended Landscape Violation Policy and the Amended Open Space Management Plan.

Note: Chris Figge has a license agreement for a landscape encroachment, so he will abstain from discussing and voting on the topic due to a conflict of interest.

Motion made by Erlinda Stafford

Seconded by Dave Seagraves

Motion approved by Scotty Martin, Andy Lydens, Erlinda Stafford, and Dave Seagraves

Chris Figge abstained

Motion: A Motion authorizing staff to write off legal fees, interest, and late charges for account #35867.

Motion made by Dave Seagraves

Seconded by Andy Lydens

Motion approved unanimously

Motion: A Motion authorizing the Board President to enter into the Ranch House Pool Agreement with the Metropolitan District.

Motion made by Erlinda Stafford

Seconded by Chris Figge

Motion approved unanimously

Committee and Task Force Reports

- The Financial Stability Working Group has met regarding the future financial outlook of the Master Association and Metropolitan District.

- Scotty Martin mentioned the Community Planning Committee's efforts on fully evaluating the 2017 Resident Survey and making recommendations for the Board's budget process.

Manager's Report

- Chris Pacetti asked the Board if they want to have a trash collection day again in the fall. The Board does not recommend it at this time.
- Staff presented at the History Colorado Board Meeting regarding national historical designation for the John Shaffer barn at the Equestrian Center. The History Colorado Board recommended the designation.

Executive Session

At 8:44 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 9 p.m.

Respectfully submitted,

Victoria DeSair
Secretary of the Meeting