

Minutes of the Monthly Business Meeting  
of the Board of Directors of the Ken-Caryl Ranch Master Association  
HELD July 16, 2019

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, July 16, 2019 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127.

**Call to Order**

The meeting was called to order at 7:08 p.m. by President Chris Figge.

**Attendance**

Board: Chris Figge, Scotty Martin, Dave Seagraves  
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 May 21, 2019 regular meeting minutes of the Board.

**Motion:** Motion to approve the minutes made by Dave Seagraves  
Seconded by Chris Figge  
Motion approved unanimously

**Financials**

June financials were included in the board packet.

**Motion:** Motion to accept the financials made by Dave Seagraves  
Seconded by Scotty Martin  
Motion approved unanimously

**Member Comments Not Related to Agenda**

- N/A

**Communication/Discussion Items**

- Rules Update:
  - A work group comprised of resident volunteers from the Covenant Control and Architectural Committees, as well as staff, have reviewed the current Home Improvement Rules document and submitted a draft of their suggested full revision to the Master Association Board for consideration. The document,

referred to as the Ken-Caryl Ranch Master Association Rules, Regulations, and Procedures, is available on the Ken-Caryl website.

- Resident Jennifer Manta requested the addition of two locations for signs to be allowed. She requested a location near the offramp at the entrance to the Valley as well as the fork at the intersection of Ken Caryl Ave. and S. Valley Road.
  - Staff member Jenny Bernal gave an overview of the work of the group.
  - Resident Kayla Kirkpatrick expressed concern about the Holiday Lighting rule, specifically about net lighting.
  - The Board will vote on the revised rules document at the August business meeting.
- Proposal to Convert EC Office to Natural Gas: The Board would like to wait on the proposal.
  - Valley Parkway Crossing Project: The project was budgeted for \$8,000, but due to the need for engineering design (\$5,500) and additional requirements, it is projected to cost substantially more. The Board would like to discuss options when the entire Board is present. Resident Jim Fodor thinks the project should be put on hold.
  - Resident Ethan Pankow addressed concerns with a crosswalk at S. Valley Road and Ken Caryl Ave.

### **Action Items**

**Motion:** A Motion authorizing staff to enter into a contract extension with Waste Connections for trash/recycling services.

Motion made by Dave Seagraves

Seconded by Scotty Martin

Motion approved unanimously

**Motion:** A Motion adopting the Amended Meeting Guidelines with one amendment to the third to last bullet.

Motion made by Dave Seagraves

Seconded by Scotty Martin

Motion approved unanimously

**Motion:** A Motion adopting the Policy for Anonymous Communications at Board Meetings.

Motion made by Scotty Martin

Seconded by Dave Seagraves

Motion approved unanimously

**Motion:** A Motion authorizing staff to enter into an extended three-year contract with James Moore and Association for auditing services.

Chris Figge would like to add language for an opt-out of the contract.

Motion to table made by Chris Figge

Seconded by Dave Seagraves

Motion to table approved unanimously

**Motion:** A Motion adopting updated Open Space & Parks curfew hours language option #2 in a bulleted format.

Motion made by Dave Seagraves

Seconded by Scotty Martin

Motion approved unanimously

**Motion:** A Motion appointing a new member to the Covenant Committee.

Motion made by Chris Figge

Seconded by Dave Seagraves

Motion approved unanimously

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

- N/A

### **Manager's Report**

- The Shaffer Barn was accepted onto the National Register of Historic Places.
- Sean Warren said Chatfield High School's mountain biking team is interested in training on our trails. When they trained in a previous year, there was an issue with some members of the team riding irresponsibly and a Board member witnessed it. Sean will talk to the team's coach.
- Sean Warren also discussed a conflict between Jeffco Open Space Rules and Master Association rules for land that we manage for Jeffco Open Space.
- Sean reported that he attended a Jeffco Open Space trails plan meeting. The public can provide comments through Aug. 10.

### **Executive Session**

At 8:43 p.m. the Board entered Executive Session to discuss a legal matter.

### **Adjournment**

No action was taken following the Executive Session, and there being no further items for discussion, the meeting adjourned at 9:06 p.m.

Respectfully submitted,

Victoria DeSair  
Secretary of the Meeting