

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD September 17, 2019

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, September 17, 2019 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 Chris Figge.

Attendance

Board: Chris Figge, Andy Lydens, 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 August 20, 2019 regular meeting minutes of the Board.

Motion: Motion to approve the minutes made by Erlinda Stafford
Seconded by Andy Lydens
Motion approved unanimously

Financials

August financials were included in the board packet.

Motion: Motion to accept the financials made by Erlinda Stafford
Seconded by Dave Seagraves
Motion approved unanimously

Member Comments Not Related to Agenda

- Ruth Sundberg expressed concerns about the footing in the large outside arena at the Equestrian Center. Chris Pacetti said the staff is aware of the issue and investigating causes and solutions.
- Bruce Heise thanked the Board and Open Space Committee for weed control funding.
- Jim Fodor brought up a lawsuit regarding Monsanto and Round-Up and concern for open space staff. Open Space Manager Sean Warren said the open space staff uses broad-leaf herbicides that do not contain glyphosate in the majority of its herbicide applications. Glyphosate-containing products are used in open space but only where bare-ground conditions are desired.

Communication/Discussion Items

- Insurance Renewal: Insurance quotes were not ready for the meeting, but Chris Pacetti will notify the Board about renewal rates via email then ratify the decision at the October Board meeting.
- Valley Parkway Crossing Project: Staff passed out an estimate for the Valley Parkway Crossing Project. The cost is estimated to be \$13,500-\$16,000. The Board budgeted \$8,000 for the project. The Board recommends moving forward with the engineering plans and then budgeting for construction in the future.
 - **Motion:** A Motion to proceed with the engineering portion of the crosswalk with Engenuity Engineering at a cost of \$5,000-\$6,000.
Motion made by Erlinda Stafford
Seconded by Dave Seagraves
Motion approved unanimously
- Request to create a Brannon Gearhart Park Task Force: John Rodell requested a task force be formed to review the near-term and long-term plans for Brannon Gearhart Park. The Board supports forming a task force. Staff will draft a job description and present it to the Board in October.
- 2020 Budget: Staff passed out a rough draft of the 2020 budget. Staff would like to allocate \$25,000 of the \$50,000 budgeted in the 2020 drainage line item to update the drainage hazard assessment study. Staff discussed the cost of water and that the expenses will likely exceed the budgeted \$250,000. The water bill is projected to be over budget, and the Board supports turning off the water now as it is not necessary to water this late in the year. Staff will draft a budget with options for a \$2/month dues increase and a \$3/month dues increase for review in October.
- **Motion:** A Motion to allocate \$21,000 for Ranch House Pool splash features from Undesignated Special Project Fund balance.
 - Motion made by Chris Figge
 - Seconded by Erlinda Stafford
 - Motion passed unanimously

Action Items

Motion: A Motion authorizing staff to enter into an agreement with Valles Construction for contract services to address the drainage and path in Brannon Gearhart Park.

Discussion: Open Space Manager Sean Warren presented two bids for trail improvements in Brannon Gearhart Park. A third contractor declined to bid. Valles Construction bid \$128,847 and ARMAC Construction bid \$204,477. Chris Figge asked if the decision should be postponed until the Brannon Gearhart Park Task Force is formed and can review the project. Doug Graham mentioned concerns with snow/ice on the trail. Ruth Sundberg mentioned storm-sewer lines.

Motion made by Erlinda Stafford

Seconded by Dave Seagraves

Motion approved 3-0

Chris Figge abstained

Motion: A Motion adopting the Study Session Meeting Guidelines.

Motion made by Chris Figge

Seconded by Andy Lydens

Motion approved unanimously

Motion: A Motion authorizing staff to spend \$10,000 from 2019 One Time Project Fund to replace the radon barrier in the Ranch House crawl space.

Motion made by Andy Lydens

Seconded by Dave Seagraves

Motion approved unanimously

Motion: A Motion authorizing staff to spend \$5,000 from 2019 One Time Project Fund to remove the asbestos pipe from the open space.

Motion made by Dave Seagraves

Seconded by Andy Lydens

Motion approved unanimously

Motion: A Motion adopting the updated Violation Procedures as presented in the Rules, Regulations, and Procedures updated document approved by the Board in August.

Motion made by Chris Figge

Seconded by Erlinda Stafford

Motion approved unanimously

Committee and Task Force Reports

- Community Planning Committee recommended an educational component be added to the open space bracelet distribution process. Staff is modifying the process to include this component.

Manager's Report

- Chris Pacetti reported on a foreclosed house in the Saddlewood neighborhood. The house is being purchased by a flipper.
- He asked if the Board would like separate Board email addresses, and they said yes.

Executive Session

There was no executive session.

Adjournment

The meeting adjourned at 8:01 p.m.

Respectfully submitted,

Victoria DeSair

Secretary of the Meeting