

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD May 19, 2020

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, May 19, 2020 via teleconference due to COVID-19.

Call to Order

The meeting was called to order at 6:06 p.m. by Scotty Martin.

Attendance

Board: Andy Lydens, Scotty Martin, Dave Seagraves, Tom Bratschun, Chris Schroeder
Staff: Victoria DeSair, Kristen Peterka

Conflicts of Interest

Scotty Martin 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 21, 2020 regular meeting minutes of the Board.

Motion: Motion to approve the minutes made by Dave Seagraves.
Seconded by Tom Bratschun.
Motion approved unanimously.

Member Open Forum

Due to the teleconference structure of the meeting, members were invited to submit comments for any agenda or non-agenda item by email by 12 p.m. the day of the meeting to be read at the meeting.

- There were no member comments submitted for the meeting.

Financials

April financials were included in the board packet.
Executive Director Victoria DeSair reviewed highlights of the financial statements. Late fees were waived in April and May but will resume in June.

Motion: Motion to accept the April financial report made by Scotty Martin.
Seconded by Tom Bratschun.
Motion approved unanimously.

Manager's Report

- Staffing update: The new Community Administrator, Brian Yowell, will start at the end of May. A new Seasonal Patrol Ranger started in May. A new online employee onboarding process has been implemented.
- The Annual Audit is expected to be ready for the June board meeting.
- The Open Space Committee is reviewing a proposed trail reroute connecting the North Hogback Trail to the Lark Bunting Trail.
- The Ranch House will tentatively open to the public on June 1. The Equestrian Center has resumed private and semi-private lessons. Outdoor tennis courts, basketball courts and disc golf are open. The Community Center, playgrounds and picnic shelters are still closed due to the Safer-at-Home order.
- The Open Space Volunteer patroller program has started.
- The decision to open pools will be based on direction from the State of Colorado and Jefferson County Public Health Department.

Committee and Task Force Reports

- Chris Schroeder presented an update from the Architectural Committee regarding an above ground pool project submittal.
- Andy Lydens shared information regarding the potential use of volunteers to help mitigate the impact of MD staff reductions due to COVID-19.
- Scotty Martin reported that the Historical Society is exploring potential foundation work for the Shaffer Barn and reported on increased vandalism at the Bradford Perley House.
- Tom Bratschun shared that the Metropolitan District Board discussed Ranch House pool funding and the Plains Metro District Settlement at the last meeting.

Volunteer Trail Coordinator Report

- Dan Mullins, volunteer trail coordinator, shared an update of current trail projects. A trail reroute in the North Ranch, connecting the North Hogback Trail to the Lark Bunting Trail, will be discussed at the next Open Space Committee meeting.

Communication/Discussion Items

- The Brannon Gearhart Park Task Force plans to present their report to the MA Board by August 2020.
- Ranch House pool construction is expected to be completed in July due to weather delays and impacts from COVID-19. The Board discussed potential funding sources for the projected budget shortfall.
- The Master Association Board meeting in June may be at the Ranch House if safety guidelines permit in-person meetings at that time.

Action Items

- There were no action items.

Board Member Comments

- There were no Board member comments.

Executive Session

At 8:24 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,

Kristen Peterka
Secretary of the Meeting