

Minutes of the Monthly Business Meeting  
of the Board of Directors of the Ken-Caryl Ranch Master Association  
HELD June 16, 2020

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, June 16, 2020 at the Ranch House, 7676 South Continental Divide Road, Littleton, CO 80127. Residents also had the option to call in and listen to the meeting.

**Call to Order**

The meeting was called to order at 6:08 p.m. by Scotty Martin.

**Attendance**

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

**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 May 19, 2020 regular meeting minutes of the Board.

**Motion:** Motion to approve the minutes made by Dave Seagraves.

Seconded by Chris Schroeder.

Motion approved unanimously.

**Member Comments Not Related to Agenda**

- There were no comments not related to the agenda.

**Financials**

May financials were included in the board packet.

Executive Director Victoria DeSair reviewed highlights of the financial statements.

**Motion:** Motion to accept the financials made by Dave Seagraves.

Seconded by Chris Schroeder.

Motion approved unanimously.

**Manager's Report**

- Brian Yowell, the new Community Administrator, was introduced to the Board. A new seasonal Patrol Ranger started in June.

- The Master Association annual audit has been delayed due to the auditor. The audit is projected to be completed in July.
- Ranch House pool construction continues to experience delays and completion is projected for late July. There are no new budget impacts.
- The Ranch House administrative offices are currently open with limited hours. Playgrounds and ball fields are currently open. The Community Center pool will open June 21 and the fitness center will open July 6.
- Equestrian Center revenue is increasing.

### Communication/Discussion Items

- Community Security Update: Security cameras and an Emergency/Panic Button were installed at the Ranch House. Residents Lin Eshleman, J.P. Bordewick and Julie Imbler shared concerns about safety and security near Bradford Park due to increased activity after hours. The Board directed staff to allocate funds from the existing security budget to hire a new seasonal patroller and to research other options including permitted parking, fencing and security lighting.
- Options for Soft-Surface Trail Conversion One-Time Projects 2020 Budget Line Item
  - Resident Rilla Reinsma expressed concerns regarding tree removal and budget priorities with the soft-surface trail conversion project.
  - The Open Space Committee recommended reallocating the project funds toward curb ramps on Valley Parkway.
  - Resident John Hamilton expressed that the Valley Parkway crossing is a much more critical need at this time than the soft-surface trail conversion.
  - The Board directed staff to pause the soft-surface trail project and revisit it after addressing pool construction and seasonal security.
- Trail Club Annual Report
  - Trail Club President Josh Holmberg reviewed the Trail Club Annual Report included in the board packet. There has been an unprecedented number of volunteers in 2020. Patrol reports show a 300% increase in trail usage from the same dates in 2019. The trespass percentage rate in 2020 is 2.4% compared to 2.2% in 2019.

### Action Items

**Motion: "A"** A Motion adopting the revised Trail Club Memorandum of Understanding.

Motion made by Andy Lydens.

Seconded by Chris Schroeder.

Discussion: The updated document incorporates the Volunteer Trail Coordinator position and gives the right to the Master Association to request a copy of the membership list.

Motion approved unanimously.

**Motion: "B"** A Motion authorizing the Board President to sign the First Amendment to the KCRMA/KCRMD Cooperative Agreement for the Ranch House Pool Replacement/Renovation.

Motion made by Andy Lydens.

Seconded by Dave Seagraves.

Discussion: The amendment clarifies language for net settlement funds and interest and provides direction to staff.

Motion approved unanimously.

**Motion:** "C" A Motion authorizing staff to enter into a contract with Standard Fence to replace approximately 975 feet of rail fencing along the west side of the Aspen Meadows neighborhood at a cost of \$26,860. Reserve fund identifies \$41,000 for this project.

Motion made by Chris Schroeder.

Seconded by Andy Lydens.

Discussion: The section of fence, owned by the Master Association, will be replaced with natural wood, requiring less maintenance. Homeowners would need to pay for gates and weld wire. Chris Schroeder requested that staff research options for reusing wood from the project.

Motion approved unanimously.

### **Volunteer Trail Coordinator Report**

The report was included in the Board packet.

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

- Chris Schroeder reported that the Architectural Committee reviewed the proposed entrance sign for Aspen Meadows and voted to keep the commercial vehicle rule and above ground pool rule as is.
- Scotty Martin reported that the Historical Society is investigating options for potential irrigation for plants at the Bradford-Perley House.
- Dave Seagraves reported that the Water Board is planning to replace the existing water line at the Ranch House. The Brannon Gearhart Park Task Force is researching options for dredging the pond and removing or storing the sediment.
- Andy Lydens shared an update regarding the potential use of volunteers to help mitigate the impact of MD staff reductions due to COVID-19.

### **Board Member Comments**

- None

### **Adjournment**

The meeting adjourned at 9:18 p.m.

Respectfully submitted,

Kristen Peterka  
Secretary of the Meeting