

Minutes of the Monthly Business Meeting  
of the Board of Directors of the Ken-Caryl Ranch Master Association  
HELD Oct. 20, 2020

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, Oct. 20, 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: Scotty Martin, Dave Seagraves, Chris Schroeder, Tom Bratschun, Andy Lydens  
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 Sept. 15, 2020 regular meeting minutes of the Board.

**Motion:** Motion to approve the minutes made by Tom Bratschun.

Seconded by Chris Schroeder.

Motion approved unanimously.

**Member Comments Not Related to Agenda**

- Resident Jim Fodor expressed concerns regarding bicycles on the trails and requested a bicycle-free zone on the trails.

**Hearing – Open Space Violation**

Open Space Ranger Matt Oven reviewed an Open Space violation with the Board for unauthorized alteration to landscaping in the Open Space.

Discussion: The homeowner appealed to the MA Board for an exception for a pinyon pine tree planted in Open Space. The new guidelines reflect no tolerance for encroachment in Open Space.

Motion: A Motion to require the homeowner at 93 North Ranch Road to remove a tree planted in the Open Space by spring of 2021.

Motion made by Chris Schroeder.  
Seconded by Dave Seagraves.  
Motion approved unanimously.

### **Financials**

September 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**

- The Employee handbook is being updated and will be reviewed with the Board by the end of the year.
- The Recycling and Clean-Up Event on Sept. 26 was well attended.
- The Ranch House pool construction is finished, only landscaping and site work remains.
- Scotty Martin requested additional information in future reports regarding riding school revenues.

### **Communication/Discussion Items**

Committee Appointment Process: Executive Director Victoria DeSair reviewed the appointment process and committee openings. The Architectural, Community Planning, Election, Historical Society and Open Space Committees all have openings for 2021. The Board will vote on Committee appointments at the December Board meeting.

### **Action Items**

**Motion: "A"** A Motion authorizing staff to enter an insurance renewal with Assured Partners Group.

Motion made by Dave Seagraves.  
Seconded by Chris Schroeder.

Discussion: Staff from Assured Partners Group presented information about the insurance package.  
Resident Jim Fodor inquired about liability limits regarding bicycle accidents on trails.

Motion approved unanimously.

**Motion: "B"** A Motion adopting the 2021 Master Association Budget.

Motion made by Chris Schroeder.  
Seconded by Tom Bratschun.

Discussion: Executive Director Victoria DeSair reviewed the Budget Presentation included in the Board Packet.

- Residents Gerald Bauer, Elizabeth Allison, Joel Pankow, Phil Schreiber, Jim Fodor, Rilla Reinsma, Linda Metzger and Philip Varley requested that the Board not fund the Biological and Cultural Survey of the South Foothills Open Space.
- Residents Colin Crotty and John Hamilton expressed support for funding the Biological and Cultural Survey of the South Foothills Open Space.
- Resident Jim Fodor thanked the board and staff for the new charts in the board packet and meeting conduct. He requested more specific questions about trails be included in the 2021 community survey.
- Resident Rilla Reinsma expressed concerns regarding the condition of the hard surface trail on North Massey Draw.
- Tom Bratschun clarified that the line item funding the volleyball court is dependent upon future planning and decisions from staff and the Board.
- Scotty Martin expressed support for the community process that generated the Trails Master Plan.

Motion approved unanimously.

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

- Andy Lydens reported that there will be future recommendations from the Open Space Committee for ash tree replacement to proactively prepare for the emerald ash borer. The Open Space Committee discussed the Avout Juniors Bicycle team permit and is reviewing the reciprocal trail use agreement with Willow Springs to consider increasing the number of people that can participate in the program.

#### **Executive Session**

At 9:14 p.m. the Board entered Executive Session to discuss legal advice and a personnel matter.

#### **Adjournment**

No action was taken following the Executive Session, and there being no further items for discussion, the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Kristen Peterka  
Secretary of the Meeting