

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD Dec. 15, 2020

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, Dec. 15, 2020, online via Zoom. Residents also had the option to call in and listen to the meeting.

Call to Order

The meeting was called to order at 6:03 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 Nov. 17, 2020 Business Meeting, Oct. 13, 2020 Special Meeting and Dec. 17, 2019 Budget Meeting minutes of the Board.

Motion: Motion to approve the minutes made by Chris Schroeder.

Seconded by Dave Seagraves.

Motion approved unanimously.

Member Comments Not Related to Agenda

Resident Joel Pankow requested the MA Board advocate for increased snow removal from Jefferson County in cul-de-sacs in Ken-Caryl Ranch.

Financials

November 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 Chris Schroeder.

Seconded by Dave Seagraves.

Motion approved unanimously.

Manager's Report

- The Manager's Report is included in the Board packet.

- Due to COVID restrictions, Ranch House offices are currently closed to the public. Residents can make an appointment to meet with staff.
- Two Master Association Board seats will be on the ballot in March 2021. Applications are due by Jan. 22, 2021 at 5 p.m.
- North American Development Group closed on their land purchase on Nov. 30. Approximately 700 units will be built within the Master Association boundaries but not the Metropolitan District. The Metropolitan District is exploring inclusion options. The developer will be seeking conceptual approval from the Architectural Committee.
- The annual Christmas Tree Sale was well attended. The new online registration system was well received.

Communication/Discussion Items

Presentation of 2021 Annual Trail Plan

- The 2021 Trails Plan memo was included in the board packet. The Open Space Committee voted to recommend that the board approve the proposed hard surface to soft surface trail conversions, the North Massey Draw trail improvements addressing regular icing on the trail and the focus area for the biological survey of the Wildcat Ridge area. Open Space Manager Sean Warren and Volunteer Trail Coordinator Dan Mullins reviewed the three proposed projects as well as projects completed in 2020.
- Tom Bratschun requested information regarding the impact of the new street crossing on Valley Parkway.
- Scotty Martin reviewed the process outlined by the Trail Implementation Plan including a conceptual design for a biological and cultural survey.

Action Items

Motion: "A" A Motion to approve the conceptual design of a potential trail in the South Foothills Open Space south of Docmann Gulch, with a working title of Wildcat Ridge, in order to provide a focus area for the approved biological survey.

Motion made by Chris Schroeder.

Seconded by Dave Seagraves.

- Volunteer Trail Coordinator Dan Mullins gave a photographic tour of the conceptual trail alignment in the South Foothills Open Space. He shared that small portions of the trail would be visible from the road, the trail route was established based on learning from previous surveys, the vegetation in the high view segment is primarily gamble oak and douglas fir and the elevation gain from Jeffco Open Space to the conceptual trail is approximately 600 to 800 vertical feet with no trail.
- Residents Neil Chandra, Brad Walsh, John Hamilton, John Brant, Greg Milano, Jason Uhlman and Patrick McCoy expressed support for the conceptual trail design in the South Foothills Open Space.
- Residents Philip Varley, Kathy Webster and Rilla Reinsma expressed concerns regarding the conceptual trail design in the South Foothills Open Space due to concerns for

wildlife, aesthetics, habitat fragmentation and potential social trail connections to Deer Creek Canyon Road. They requested the Board not approve the conceptual design.

- Open Space Manager Sean Warren shared that emergency responders could access the area if needed. Two previous biological studies, the 4th of July trail and the Columbine trail realignment, did not result in trails due to sensitive resources.

Motion approved unanimously.

Motion: “B” A Motion to approve the conceptual design of the Stove Prairie Trail Realignment in order to provide a focus area for survey work.

Motion made by Chris Schroeder.

Seconded by Dave Seagraves.

- The realignment would be approximately 1,500 feet.
- Resident Rilla Reinsma expressed concerns regarding the Stove Prairie Trail Realignment and residents Patrick McCoy and Jason Uhlman expressed support for the realignment.

Motion approved unanimously.

Motion: “C” A Motion to approve the updated Ken-Caryl Ranch Master Association-Willow Springs Open Space Association Trail Use Agreement to increase the number of participants from 100 to 110.

Resident Josh Holmberg shared that 100 volunteers already qualified for a Willow Springs tag in 2020 and 30 others may finish the required volunteer hours in 2020 as well. Additional bracelets could provide more incentive for people to volunteer on the trails. Willow Springs has not requested an increase.

- Residents John Hamilton, Patrick McCoy and Jason Uhlman expressed support for the increase in the number of participants.
- Resident Joel Pankow expressed concerns regarding the increase in the number of participants in the program.

Motion made by Chris Schroeder.

Seconded by Dave Seagraves.

Motion approved unanimously.

Motion: “D” A Motion to approve the Master Association Check Signing and Expense Approval Policy.

Motion made by Chris Schroeder.

Seconded by Dave Seagraves.

The draft policy is included in the Board Packet. The policy would require two signatures for any amount more than \$5,000, one signature for amounts less than \$5,000 and would add one staff member as an approved signer in the absence of the Executive Director to ensure payments can be made in a timely manner.

Motion approved unanimously.

Motion: "E" A Motion adopting the 2021 Master Association Committee Membership.

Motion made by Chris Schroeder.
Seconded by Dave Seagraves.

There were 31 total applicants. Applications were reviewed by the Board president, the Board liaison, the Executive Director, the District Manager (for the CPC only) and the staff liaison. Committee recommendations were shared at the meeting. New committee members will be posted at the website.

Board members thanked all the highly qualified community members that volunteered for committees.

Motion approved unanimously.

Motion: "F" A Motion appointing Scotty Martin as the Community Planning Committee board liaison and Tom Bratschun as the Election Committee board liaison.

Motion made by Chris Schroeder.
Seconded by Dave Seagraves.

Motion approved unanimously.

Motion: "G" A Motion authorizing a write-off in the amount of \$2,233.65 for homeowner account #32366.

Motion made by Chris Schroeder.
Seconded by Dave Seagraves.

The homeowner declared bankruptcy, extinguishing the pre-bankruptcy lien. The write-off will be covered by the budgeted amount for homeowner dues write-offs.

Motion approved unanimously.

Committee and Task Force Reports

- Tom Bratschun reported on the impact of the Gallagher Amendment repeal on the Metro District finances, changes to the Metro District Employee Handbook, the

potential inclusion of the new land development in the Metro District and the land north of Sunset Ridge that is currently maintained by the Metro District and was purchased by one of the new developers.

- Andy Lydens reported that the Open Space Committee renewed the group permit for the Avout Cycling Team with an added mid-season review. A new closing procedure for the Cougar Trail complex was reviewed and supported by the Open Space Committee.
- The Board discussed inviting the Historical Society to participate in future conceptual trail designs and other remodeling projects.

Adjournment

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Kristen Peterka
Secretary of the Meeting