

Minutes of the Monthly Business Meeting
of the Board of Directors of the Ken-Caryl Ranch Master Association
HELD Jan. 19, 2021

The regular business meeting of the Board of Directors of the Ken-Caryl Ranch Master Association was held on Tuesday, Jan. 19, 2021, 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 6:03 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 Dec. 15, 2020 Business 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 Rilla Reinsma inquired about an email sent to the MA Board that did not receive a response.
- Resident Philip Varley expressed concerns regarding the proposed trail route for Docmann South, the Avout Racing Bicycle Team permit, the soft surface to hard surface trail conversion of Plum Thicket and the accessibility of the Open Space Committee meeting agendas. He also expressed concern that he did not receive a response from the board to an email regarding the Plum Thicket conversion, and staff reminded him that a response was sent.
- Resident Bob Mikkelson requested that at least one of the existing 22 tennis courts be converted to two pickleball courts.

Financials

No report because audit will provide year-end financials.

Manager's Report

- The Manager's Report is included in the Board packet.
- Due to COVID restrictions, Ranch House offices are currently open Monday – Friday, 9 a.m. – 1 p.m.
- The Open Space Department is hiring and is shifting responsibilities to best utilize 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.
- The report included a year-end review of covenant violations, architectural submittals and the Equestrian Center operations.

Communication/Discussion Items

- Historical Society Annual Report: Jim Antes, the Historical Society Chairperson, presented the Historical Society Annual Report, including the Norm and Ethyl Meyer Award for Historic Preservation and the Massey Draw Foothills archeological investigation.
- Land Development Update: The draft conceptual site plan for one of the land parcels purchased by North American Development Group in 2020 has been updated to propose 248 units instead of the original 293 units. The draft plan includes a potential future elementary school site and park site. The land is currently part of the Plains Metropolitan District, and Ken-Caryl Ranch Metropolitan District is exploring the option of applying for inclusion. The Architectural Committee reviewed some of the proposed plans for the homes.

Action Items

Motion: "A" A Motion adopting the 2021 Master Association Recurring Vendors List.

Motion made by Chris Schroeder.

Seconded by Dave Seagraves.

- Executive Director Victoria DeSair reviewed each of the vendors on the list included in the Board Packet.
- Resident Jim Fodor expressed appreciation for staff and expressed concerns regarding the feed at the Equestrian Center in the past and the quantity of mowing in the Open Space.
- Director Tom Bratschun inquired about the increase in cost for Humana Insurance and Premier Livestock.
- Director Andy Lydens inquired about the decrease in concrete grading funding.
- Director Scotty Martin recommended that future Recurring Vendors Lists include the year each item was previously put out for bid.

Motion approved unanimously.

Motion: "B" A Motion ratifying a decision made via email approving Potestio Brothers for three new open space mowers at a cost of \$33,754.92. Funding source: reserve plan, \$36,000.

Motion made by Chris Schroeder.
Seconded by Dave Seagraves.

- Staff confirmed there is a 2-year factory warranty, and some regular maintenance will be performed by the Open Space staff.
- Due to a long lead time for mowers, a Board decision was made via email to select Potestio Brothers as the vendor as allowed by the procurement policy.

Motion approved unanimously.

Motion: "C" A Motion approving GC Davis, LLC to replace the lower deck on the Ranch House at a cost of \$32,942 plus a 10% contingency of \$3,294 for a total of \$36,236. Funding source: reserve plan, \$32,000.

Motion made by Chris Schroeder.
Seconded by Tom Bratschun.

- Bid information was included in the Board packet.
- Additional funds in the Reserve Plan will be used to cover the price difference.
- Resident Jim Fodor expressed concerns regarding structural issues discovered during facility remodels and ongoing maintenance of large equipment.

Motion approved unanimously.

Committee and Task Force Reports

- The Architectural Committee reviewed color palettes and floor plans for the new development. Chris Schroeder expressed appreciation for Brian Yowell, Community Administrator.
- The Community Planning Committee will begin meeting in February.

Executive Session

At 7:47 p.m. the Board entered Executive Session to discuss legal advice regarding the new land development.

Adjournment

No action was taken following the Executive Session, and there being no further items for discussion, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Kristen Peterka
Secretary of the Meeting