



HIGHLANDS RANCH COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING OF DELEGATES

March 9, 2021

5:30 p.m.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/845165485>

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United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 845-165-485

<u>Business Meeting</u>	<u>Approximate Time</u>
1. Call to Order	5:30 p.m.
2. Proof of Notice of Meeting	5:31 p.m.
3. Roll Call / Establishment of Quorum	5:32 p.m.
4. Approval of Minutes from the Preceding Meeting of Delegates on March 10, 2020	5:40 p.m.
5. Board of Directors Reports	5:45 p.m.
a. Scott Lemmon, Krystal Woodbury, Brock Norris, Jim Allen, Melissa Park	
6. Voting	6:00 p.m.
a. Election Results of two (2) Directors to the Board of Directors to serve until the 2023 Annual Meeting of Delegates	
b. Proposal 1: Vote on 2021 Delegate meeting calendar	
c. Proposal 2: Vote on allowing political speakers during election years at Delegate meetings	
7. Facility Update: Ken Joseph	6:25 p.m.
8. Backcountry Update: Mark Giebel	6:45 p.m.
9. Continued / New Business	7:00 p.m.
10. Member Forum (Sign up in advance and 3-minute time limit)	7:05 p.m.
11. Delegate Forum (Sign up in advance and 3-minute time limit)	7:10 p.m.
12. Adjournment	7:15 p.m.

The Board of Directors Meeting follows immediately upon adjournment of Delegate Meeting.
The Next Delegate and Board meeting will be held on Tuesday, April 20, 2021 at the Eastridge Recreation Center in the Gordon Von Stroh Community Room.

Disclaimer – This packet is provided for informational purposes only and is subject to change. Other matters may be considered as deemed appropriate. Some documents or information may have been unavailable at the time this agenda was prepared. For additional information, contact: annie.vincent@hrcaonline.org. The Board Working Session, Regular Delegate Meeting, Board of Directors Meeting, and all other HRCA Committee Meetings are open to our Members.



HIGHLANDS RANCH COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING OF DELEGATES

March 10, 2020

Recreation Center at Eastridge, Community Room
9568 South University Boulevard

6:30 p.m.

MINUTES

-
1. **Remarks from Invited Guests:** John Kaufman & Stephanie Stanley from Centennial Water provided a PowerPoint presentation. John and Stephanie gave an update on current water projects and the upcoming election. Questions and discussion occurred.
 2. **Announcement:** Mark Dickerson, #110 announced that the HRMD has an election coming up. Three positions are available. Candidates here tonight are Nancy Smith, Renee Anderson and Andy Jones. Mark encouraged everyone to vote. Questions occurred.
 3. **Call to Order:** 7:02 p.m.
 4. **Proof of Notice of Meeting**
 5. **Roll Call / Establishment of Quorum:** A quorum was established. 24,721 lots of 31,322 lots were present.
 6. **Pledge of Allegiance**
 7. **Approval of Minutes from the Preceding Meeting of Delegates on March 19, 2019**
ACTION: A motion was made by Dan DeBacco, #41/104 and seconded by Mark Dickerson, #110 to approve the March 19, 2019 minutes. Motion carried.
 8. **Board of Directors Reports:** Scott Lemmon provided a PowerPoint presentation. Scott presented about the Corona Virus, Special Finance Committee Meeting, Volunteer Appreciation Dinner, Community Projects, ARC Volunteers, the South Suburban Complex, The Highland Heritage Park Improvements, Delegate/Board Elections and Board Agendas.
 9. **Voting**
 - a. Appointment of Ballot Counters:
ACTION: A motion was made by Jennie Benson, #10 and seconded by Greg Herman, #17 to approve Karen Jackson, John Phibbs and Mark Moyer as ballot counters. Motion carried.
 - b. **Proposal 1:** Vote on 2020 Delegate Meeting Calendar
ACTION: A motion was made by Sue Foppe, #95 and seconded by Mark Dickerson, #110 to approve the 2020 Delegate Meeting Calendar. Motion carried.
 - c. Candidate Comments: 1-minute closing speeches were given by candidates.
 - d. **Proposal 2:** Election of three (3) Directors to the Board of Directors to serve until the 2022 Annual Meeting of Delegates
 10. Backcountry Update: Mark Giebel provided a PowerPoint presentation. Mark gave a quarterly update about Backcountry programs and progress.
 11. Election Results:
 - **Scott Lemmon: 21,734 total votes**
 - **John Mackowiak: 12,137 total votes**
 - **Melissa Park: 12,982 total votes**

- **Jerrod Roth: 5,999 total votes**
- **Krystal Woodbury: 19,044 total votes**

12. Continued / New Business: None

13. Member Forum: None

14. Delegate Forum: Scott Janson #113 requested that a motion be made to add Director term lengths to the next Delegate agenda for discussion.

ACTION: A motion was made by Dominick Esposito, #23 and seconded by Clay Karr, #114 to add Director term lengths to the April agenda. Motion carried by acclamation.

15. Adjournment: 8:52 p.m.

Respectfully Submitted,

Jim Allen, Secretary

Board Candidate Election
Meeting Date: March 10, 2020
Record Date: FEBRUARY 27, 2020

DIST #	DELEGATE NAME	TOTAL # OF LOTS	LOTS * 3	ROLL CALL	CANDIDATES						TOTAL VOTES	TOTAL PROXY VOTES	TOTAL IN-PERSON VOTES	TOTAL ABSTAIN
					Scott Lemmon	John Mackowiak	Melissa Park	Jerrold Roth	Krystal Woodbury	ABSTAIN				
1	LESLIE MILLER	297	891	H	297			297	297	-	891	-	891	-
2	JESUS ROCHA	266	798							798	798	-	-	798
3	ANGELA ABELER	184	552	H	184		184		184	-	552	-	552	-
4	ROY KING (Stratton Ridge)	153	459	H	153	153			153	-	459	-	459	-
5	JUDY DYK (Bradford Hills)	108	324	H	108	108		108		-	324	-	324	-
6	JEANNE HOFFMANN (Sugarmill)	126	378	H	126	126			126	-	378	-	378	-
7	MICHAEL RILEY	297	891							891	891	-	-	891
8	HEATHER BLAKE (Chalet)	97	291							291	291	-	-	291
9	SUE LEIDOLPH (Remington Bluffs)	50	150	H	50		50		50	-	150	-	150	-
10	JENNIE BENSON	143	429	H	143		143		143	-	429	-	429	-
11	DEREK LONG	251	753							753	753	-	-	753
12	CONNIE ROSEL (Falcon Hills North)	113	339	H	113		113		113	-	339	-	339	-
13	JIM ELLINGSON	199	597							597	597	-	-	597
14	TAMMY KELLY	185	555	P	185	185		185		-	555	555	-	-
15	JUSTIN HILL	200	600							600	600	-	-	600
16	ELIZABETH STROCK	105	315	H	105	105			105	-	315	-	315	-
17	GREG HERMAN	166	498	H	166	166			166	-	498	-	498	-
18	GLENN PROULX	318	954	H	190	190	190	190	190	4	954	-	950	4
20	JEAN REHNKE	208	624	H	208	208			208	-	624	-	624	-
21	JOE STEWART	189	567	P	189	189			189	-	567	567	-	-
22	BRYAN WALSH	132	396	H	132			132	132	-	396	-	396	-
23	DOMINICK ESPOSITO	142	426	H	75	120	75	75	81	-	426	-	426	-
24	CONNIE ROSEL	83	249	H	83		83		83	-	249	-	249	-
25	ANDY JONES	438	1,314	H	438	438			438	-	1,314	-	1,314	-
26	REBECCA ROTHWELL	183	549							549	549	-	-	549
27	KEITH GLENN	242	726	H	242	242			242	-	726	-	726	-
28	BRYAN WALSH	48	144	H	48			48	48	-	144	-	144	-
30	VACANT (TIMBERLINE)	368	1,104	V						1,104	1,104	-	-	1,104
40	FRANK IMPINNA	368	1,104	P		368	368		368	-	1,104	1,104	-	-
41	DAN DEBACCO	366	1,098	H	366	366	366			-	1,098	-	1,098	-
49	STEVE TROLINGER	291	873	H	291	291			291	-	873	-	873	-
50	LINDA MALLETT (Gleneagles)	345	1,035	P	345	345			345	-	1,035	1,035	-	-
51	VICTOR KOLEV	253	759							759	759	-	-	759
52	CLINTON CAVE	234	702	H		234		234	234	-	702	-	702	-
53	SHARYN LANDIS	171	513	H	171		171	171		-	513	-	513	-
60	VACANT	181	543	V						543	543	-	-	543
61	JOHN "JAKE" HAPPS	105	315							315	315	-	-	315
62	NANCY SMITH	197	591	P	197		197		197	-	591	591	-	-
63	TODD LANDGRAVE	51	153	H	51		51		51	-	153	-	153	-
64	CHRIS BAYEE	130	390	P	130	130			130	-	390	390	-	-
65	DON WOODLAND	96	288	P	96		96		96	-	288	288	-	-
66	TOM BUEHNER	224	672	H	224		224		224	-	672	-	672	-

Board Candidate Election
Meeting Date: March 10, 2020
Record Date: FEBRUARY 27, 2020

DIST #	DELEGATE NAME	TOTAL # OF LOTS	LOTS * 3	ROLL CALL	CANDIDATES						TOTAL VOTES	TOTAL PROXY VOTES	TOTAL IN-PERSON VOTES	TOTAL ABSTAIN
					Scott Lemmon	John Mackowiak	Melissa Park	Jerrold Roth	Krystal Woodbury	ABSTAIN				
68	HOMAR ALVARADO	152	456							456	456	-	-	456
69	LOUISE ANSARI	182	546	H	20	122	122	100	182	-	546	-	546	-
70	TERI HJELMSTAD (The Village)	81	243	P	81			81	81	-	243	243	-	-
71	CONNIE ROSEL (Falcon Hills South)	26	78	H	26		26		26	-	78	-	78	-
73	MARY PARKER	1,184	3,552	H	1,184	1,184			1,184	-	3,552	-	3,552	-
74	BILL BUETTNER	940	2,820	H	560	900	560	400	400	-	2,820	-	2,820	-
75	SUSIE O'BRIEN	74	222	H	74		74		74	-	222	-	222	-
76	JENNIFER MITKOWSKI	223	669	P	223			223		223	669	446	-	223
77	MELISSA SMESSAERT	420	1,260							1,260	1,260	-	-	1,260
78	AMIT GUPTA	274	822							822	822	-	-	822
79	GRACE MCMAHON (The Retreat)	101	303	H	101	101			101	-	303	-	303	-
80	MONICA WASDEN (PA20)	1,533	4,599	H	1,533	1,533			1,533	-	4,599	-	4,599	-
81	AL BONNEAU	20	60	H	20	20			20	-	60	-	60	-
82	KURT HUFFMAN	778	2,334	H		778		778	778	-	2,334	-	2,334	-
83	ANDY NATALIE	180	540	H	180		180		180	-	540	-	540	-
84	DAVID ALPERT	705	2,115							2,115	2,115	-	-	2,115
85	DEBORAH SPICER	784	2,352							2,352	2,352	-	-	2,352
86	CRYSTAL BRYANT	1,290	3,870	H	1,290	1,290	1,290			-	3,870	-	3,870	-
87	VACANT (Indigo Hill)	481	1,443	V						1,443	1,443	-	-	1,443
88	CAROLYN GROOM (Weatherstone)	294	882	H						882	882	-	-	882
89	LORI BOXLER (Villages at H.R.)	323	969	P	323		323		323	-	969	969	-	-
90	MICHAEL DEVINEY (Spaces)	250	750							750	750	-	-	750
91	GINGER NIXT (Settlers Village)	199	597							597	597	-	-	597
92	MICHELLE RATCLIFF (Canyon Ranch)	440	1,320	H	440		440		440	-	1,320	-	1,320	-
93	RUSSELL SHAFFER	260	780							780	780	-	-	780
94	AL PELKOWSKI (Westridge Knolls)	617	1,851	H	617	617	300	17	300	-	1,851	-	1,851	-
95	SUE FOPPE (COVENTRY RIDGE)	56	168	H	56	56			56	-	168	-	168	-
96	DOUG MORTON (Highwoods)	104	312							312	312	-	-	312
97	WILLIAM SMITH	336	1,008	H	336			336	336	-	1,008	-	1,008	-
98	DANA SCANTLAND (Sundance @ Indigo Hill)	225	675	P	225			225	225	-	675	675	-	-
99	MICHAEL PETRUCCELLI(Carlyle Park)	213	639	H	213			213	213	-	639	-	639	-
100	PAT KAPTAIN	177	531							531	531	-	-	531
101	CHRISSE SMITH	111	333	H	5	58	59	100	111	-	333	-	333	-
102	PAULA BACHELLER	202	606	H	202	202			202	-	606	-	606	-
103	CHRISSE SMITH	401	1,203	H	5	198	198	401	401	-	1,203	-	1,203	-
104	DAN DEBACCO	532	1,596	H	532	532	532			-	1,596	-	1,596	-
105	JOSEPH ADEN	353	1,059	H	353	353	353			-	1,059	-	1,059	-
106	RITA NORRIS	226	678	H	154	226	154		144	-	678	-	678	-
107	ALDIS SIDES (HR Golf Club)	579	1,737	H	579					1,158	1,737	-	579	1,158
108	GRETHE STEM	208	624	H	208		208		208	-	624	-	624	-
109	JIM SEBBEN (Backcountry)	1,234	3,702	H	1,234			1,234	1,234	-	3,702	-	3,702	-
110	MARK DICKERSON (Stonebury)	87	261	H	87		87	87		-	261	-	261	-

Board Candidate Election
Meeting Date: March 10, 2020
Record Date: FEBRUARY 27, 2020

DIST #	DELEGATE NAME	TOTAL # OF LOTS	LOTS * 3	ROLL CALL	CANDIDATES						TOTAL VOTES	TOTAL PROXY VOTES	TOTAL IN-PERSON VOTES	TOTAL ABSTAIN
					Scott Lemmon	John Mackowiak	Melissa Park	Jerrold Roth	Krystal Woodbury	ABSTAIN				
111	MIKE WOODLAND (Firelight)	1,863	5,589	P	1,863		1,863		1,863	-	5,589	5,589	-	-
112	PATTIE MCGUINNESS (Highland Walk)	298	894	H	298		296	2	298	-	894	-	894	-
113	SCOTT JANSON	517	1,551	H	517		517		517	-	1,551	-	1,551	-
114	CLAY KARR (The Hearth)	1,652	4,956	H	1,650	3	1,650	3	1,650	-	4,956	-	4,956	-
115	JACK JACQUART (Brownstones)	359	1,077	P	359		359	359		-	1,077	1,077	-	-
116	LARRY SCHWARTZ (Tresana)	557	1,671	P	557		557		557	-	1,671	1,671	-	-
120	VACANT (Clock Tower Residences)	318	954	V						954	954	-	-	954
212	VACANT (Stoneybridge)	77	231	V						231	231	-	-	231
213	KAREN BURCH (Palamino Park Gold Peak)	523	1,569	H	523		523		523	-	1,569	-	1,569	-
GRAND TOTAL		<u>31,322</u>	<u>93,966</u>		<u>21,734</u>	<u>12,137</u>	<u>12,982</u>	<u>5,999</u>	<u>19,044</u>	<u>22,070</u>	<u>93,966</u>	<u>15,200</u>	<u>56,696</u>	<u>22,070</u>
TOTAL PROXY LOTS / VOTES					5,141	4,773	1,217	3,763	1,073	4,374	223	15,423	-	-
TOTAL IN-PERSON LOTS / VOTES					19,580	16,961	10,920	9,219	4,926	14,670	2,044	58,740	-	-
TOTAL VACANT LOTS					1,425	-	-	-	-	-	4,275	4,275	-	-
					<u>24,721</u>	<u>21,734</u>	<u>12,137</u>	<u>12,982</u>	<u>5,999</u>	<u>19,044</u>	<u>2,267</u>	<u>74,163</u>	-	-
					-	-	-	-	-	(19,803)	(19,803)			
TOTAL LOTS		31,322												
QUORUM 51%		15,974		8,747										



HIGHLANDS RANCH COMMUNITY ASSOCIATION

Board of Director's Annual Meeting

March 9, 2021

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5:30pm

Agenda

1. Call to Order
2. Establishment of Quorum/Roll Call
3. Proof of Notice of Meeting

The Board Chair will remove any Consent Agenda item upon timely request of any Board member or Member of the Association who has an interest in the item. A request is timely if made prior to the Board vote on the Consent Agenda. Items removed from the Consent Agenda will then be considered separately by the Board immediately following action on the Consent Agenda or placed later on the agenda at the discretion of the Board.

4. Approval of the March 10, 2020 Board of Director Annual Meeting Minutes
5. Appointment of Officers
6. Board of Director's Duties and Responsibilities/Conflict of Interest Acknowledgement
7. Forum - Member
8. Director Comments
9. General Manager Report
10. Continued Business
11. New Business
12. Delegate Forum
13. Adjournment

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HIGHLANDS RANCH

COMMUNITY ASSOCIATION

Board of Director's Annual Meeting
Recreation Center at Eastridge
Gordon Von Stroh Community Room
9568 University Boulevard
March 10, 2020
6:30 p.m.
Minutes

1. **Call to Order:** 8:56 p.m.
2. **Establishment of Quorum/Roll Call:** A quorum was established. Directors Scott Lemmon, Melissa Park, Krystal Woodbury, Jim Allen and Brock Norris were present.
3. **Proof of Notice of Meeting**
The Board Chair will remove any Consent Agenda item upon timely request of any Board member or Member of the Association who has an interest in the item. A request is timely if made prior to the Board vote on the Consent Agenda. Items removed from the Consent Agenda will then be considered separately by the Board immediately following action on the Consent Agenda or placed later on the agenda at the discretion of the Board.
4. **Approval of the March 19, 2019 Board of Director Annual Meeting Minutes:**
ACTION: A motion was made by Jim Allen and seconded by Brock Norris to approve the March 19, 2019 Annual Meeting Minutes. Motion carried.
5. **Appointment of Officers:** The Board decided to keep the same offices as last year. Scott Lemmon, President; Jim Allen Secretary; Krystal Woodbury, Treasurer; Melissa Park Vice-President and Brock Norris, Vice-President.
6. **Board of Director's Duties and Responsibilities/Conflict of Interest Acknowledgement:** All Directors completed and signed the disclosure.
7. **Forum – Member:** None
8. **Director Comments:** The Directors congratulated the newly elected Directors and thanked all candidates for running.
9. **General Manager Report:** Jerry looks forward to working with the current Board for another year.
10. **Continued Business:** None
11. **New Business:** None
12. **Delegate Forum:** None
13. **Adjournment:** 9:00 p.m.

Respectfully Submitted,

Jim Allen, Secretary



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

Board of Director's Regular Meeting

March 9, 2021

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Agenda

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1. Call to Order

2. Establishment of Quorum/Roll Call

3. Proof of Notice of Meeting

The Board Chair will remove any Consent Agenda item upon timely request of any Board member or Member of the Association who has an interest in the item. A request is timely if made prior to the Board vote on the Consent Agenda. Items removed from the Consent Agenda will then be considered separately by the Board immediately following action on the Consent Agenda or placed later on the agenda at the discretion of the Board.

4. Consent Agenda

- Approval of Minutes of Action from the February 16, 2021 Board Meeting
- Approval of the Architectural Review Committee Meeting Minutes for February 3 & 17, 2021
- Approval of the Development Review Committee Meeting Minutes for February 23, 2021
- Approval of Finance Committee Minutes from February 15, 2021

5. Forum - Member

6. Director Comments

7. Committee Reports

- Delegate Meeting
- Architectural Review Committee
- Development Review Committee
- Commercial Review Committee
- Finance Committee

8. General Manager Report

9. Continued Business

10. New Business

11. Delegate Forum

12. Adjournment



HIGHLANDS RANCH COMMUNITY ASSOCIATION

Board of Director's Meeting Minutes

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Access Code: 423-311-277

February 16, 2021

5:30 p.m.

-
1. **Call to Order:** 6:55 p.m.
 2. **Establishment of Quorum/Roll Call:** A quorum was established. Directors Melissa Park, Krystal Woodbury, Jim Allen, Brock Norris and Scott Lemmon were present.
 3. **Proof of Notice of Meeting**
 4. **Consent Agenda**
 - Approval of Minutes of Action from the January 19, 2021 Board Meeting
 - Approval of Finance Committee Minutes from January 18, 2021
 - Approval of Architectural Review Committee Minutes from January 6 & 20, 2021
 - Approval of Development Review Committee Minutes January 6, 2021
 - Approval of Resolution 21_02_04: Judicial Foreclosure of 43 Burgundy Court
 - Approval of Resolution 21_02_05: Judicial Foreclosure of 8407 Thunder Ridge Way, #101
 - Approval of Resolution 21_02_06: Judicial Foreclosure of 6597 Jackson Lane
 - Approval of ARC Applicant: Jerry Jeter

ACTION: A motion was made by Melissa Park and seconded by Brock Norris to approve the Consent Agenda.

Motion carried.

ACTION: A motion was made by Melissa Park and seconded by Brock Norris to approve ARC Applicant Johnathan Fuller. Motion carried.
 5. **Forum – Member:** None
 6. **Director Comments:** Jim Allen commented about minute transparency. Discussion occurred about how and what information is recorded.
 7. **Committee Reports**
 - Delegate Meeting: None
 - Architectural Review Committee: None
 - Development Review Committee: Mike Bailey reported that the last DRC meeting was canceled due to a Comcast outage. The Sonic restaurant review is being submitted.
 - Commercial Review Committee: None
 - Finance Committee: Karen Jackson provided a review of the January 2021 Financials and John Phibbs summarized the adjustments to the financials from the CARES Act.
 8. **General Manager Report:** Jerry Flannery reported about Backcountry programs, covenant issues and operations.
 9. **Continued Business:** None
 10. **New Business:** Melissa Park asked about the recreation centers reopening for early hours as we start to return to normalcy. Discussion occurred about how and when to return to pre-COVID hours. Jerry will get some analysis data to review about reopening at the next BWS.
 11. **Delegate Forum:** Aldis Sides, #107 commented about elected guest speakers. Nancy Smith, #62 commented about elected guest speakers, signs and flags. Kurt Huffman, #82 commented about judicial foreclosures. Michael Petrucci, #99 commented about judicial foreclosures.
 12. **Adjournment:** 7:59 p.m.

Respectfully Submitted, _____ (Jim Allen, Secretary)

March FYI's

Preschool Registration

On March 27th from 9:00am-Noon, we will hold 2021-2022 Preschool Registration at Eastridge and Westridge by appointment only. Families will learn about our curriculum and get their child signed up for next year!

Spring Break

Our Spring Break Camps are going to be a hit! We are offering several STEM camps including: Discover the Ocean, Power of Flight, Solar Energy, Catapults, Properties of Water, Seeds and Plants, Weather Wonders, and more!

The Arts

Our art programs continue to grow each month. We have full pottery, art, cooking, drama, and dance classes and look forward to adding more classes and participants as spring moves on!

Highlands Ranch High School Swim Teams

We continue to partner with the Highlands Ranch High Schools girls' swim teams who practice and host their swim meets at Northridge. The Highlands Ranch boys' team will be practicing at Northridge from April through June.

Race Series

The 2021 Highlands Ranch Race Series gets off to a festive start as green clad runners take to the trails for the annual St. Patrick's Day 5K on Sat. March 13. Racers wear festive costumes while maintaining social distance. Masks are required before and after the race. This race is the most fun anyone can have while wearing green!

Fitness

Drop-in fitness classes are back in the studios. Participation is increasing as more participants feel comfortable to return. Participants continue to compete in the "New Year, New You" challenge to earn the highest fat % lost. The winner of the challenge is soon to be named. Personal trainers continue to gain new clients and help them get back into a fitness routine.

Sports

Boys Basketball is wrapping up. Spring Pee Wee Soccer is underway and running smoothly. Youth Volleyball has just started. Martial Arts is running smoothly. Adult Basketball, Soccer and Volleyball are starting the spring seasons soon.

Tennis

The Women's In-House Doubles Leagues have started their last session of weekly matches until they resume in September. Doubles partners at the 2.5, 3.0, and 3.5 levels compete at the Northridge Tennis Pavilion. The next two upcoming tennis socials are March 26 and April 9. The first matches of the USTA Colorado Adult Leagues will begin on March 20 with the Trio League playing on Saturday afternoons. The next League to begin playing will be the USTA Mixed 18 & over League on April 4.

Therapeutic Recreation

February happenings for the TR Program included Personal instruction on land and aquatic therapy for many individuals. Club Friday, Hip Hop and Unified Basketball were popular offerings serving many participants. Yoga and Tae Kwon Do programs continue to serve participants in February as well. We are focusing efforts on getting the word out about the TR upcoming spring program offerings, including volunteer opportunities.



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT February 2021

ARCHITECTURAL REVIEW COMMITTEE MEETINGS

The Architectural Review Committee meetings were held virtually on February 3 and February 17. Submittals were reviewed virtually at both meetings.

SUBMITTALS

329 requests for improvements were received. Of those processed, 195 were approved, 100 were conditionally approved, 23 were not approved and 10 were partially approved. Total- 328 processed with 53 still in progress or incomplete submittals pending information.

LETTERS OF NONCOMPLIANCE

1806 letters of noncompliance were mailed. The violations included:

- 2 Submit Accessory Building
- 1 Remove Non-Compliant Accessory Building
- 2 Air Conditioner/ Evaporative Cooler- Window
- 20 Non-Complying Portable Basketball Goal
- 2 Submit or Remove Car Cover
- 18 Commercial Vehicles and/or Trailers
- 5 Commercial Vehicle
- 27 Remove trailer
- 1 Submit Deck Cover/Pergola
- 281 Maintain and Stain Fence
- 2 Staining
- 5 New/ Extension and Interior Fencing
- 3 Firewood Storage
- 1 Submit Gazebo
- 16 Remove inoperable vehicle
- 4 Maintain landscape
- 76 Holiday Lighting
- 6 72 hour rule
- 3 Ornaments/ Statues
- 1027 Paint house review**
- 1 Pipes
- 4 Submit Paint Colors
- 2 Submit Security/ Surveillance Cameras
- 30 Signs and/or Advertising Devices
- 3 Political Sign Compliance
- 1 Trash Enclosures
- 4 Remove stored trash
- 83 Comply with trash pickup
- 70 Maintain property
- 82 Remove unsightly material
- 20 Remove debris and/or trash
- 1 Storage Pod/Dumpster
- 3 Submit miscellaneous improvement
- 1 Failure to comply

COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT
February 2021

6 Properties received a fine letter for the following non-compliances:

- 2 Remove commercial vehicles and trailers
- 1 New/ Extension and Interior Fencing
- 1 Comply with trash pickup
- 2 Maintain Property

**Staff wrapped up the annual paint survey, with all letters sent out February 15th. Approximately 2,000 homes were cited for needing to paint the whole home, the body or the trim.

TRIBUNALS

There were three tribunals schedule for February:

- 9957 MacKay Drive- Appeal non-compliance issue of commercial vehicle.
- 9104 Roadrunner Drive- Appeal architectural denial of free-standing deck located at back of property.
- 9646 Westbury Way- Appeal architectural denial of statue on front porch. Prior to the Tribunal, the homeowner informed staff the statue had been removed from the premise and requested the hearing be cancelled.

Decisions on each are pending from the Tribunal Hearing Officer Joseph Kummer and are due by March 5th.

COMMERCIAL

Sign Applications: **Sign applications submitted- 3**
✓ 3 Sign applications approved by Administrative Review

Station Dental – 9358 Dorchester Street #103

- Administrative review and approval of building mounted signage.

Bodhi Pilates- 1970 E. County Line Road, Unit H

- Administrative review and approval of building mounted signage.

Cheer Athletics- 333 Dad Clark Drive

- Administrative review and approval of building mounted and monument signage.

Reviews of Site Modifications/SIP's/Other –

630/640 Plaza Drive-

- Administrative review and approval of site plan modification- EV charging stations to be added to parking lot.

Panda Express- 1520 Town Center Drive-

- Administrative review and approval of site plan modification- outdoor patio seating and umbrellas.

Clocktower Residence- Dorchester/Rockhurst-

- Administrative and DRC review and approval of materials for construction defect work.

COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT
February 2021

ClearShift- 1500 E. County Line Road

- Administrative review and approval of paint scheme.

Connections Church- 2121 Dad Clark Drive

- Administrative review and approval of site plan modifications- shade structure, deck and shed.

Douglas County Referrals-

DR2020-002: 7499 Moore Road CMP Land Use Map Amendment

- Administrative review of amendment to Douglas County Comprehensive Master Plan to change 160-acre parcel from Nonurban Chatfield Valley Subarea to the Chatfield Urban Area.
 - No objections.

SP2020-108: Highlands Ranch Filing 148, 3rd Amendment, Lot 1A-2A, 2nd Revision

- Administrative review of wireless communication antennas and related equipment at 855 Sgt. Jon Stiles Drive. Previously reviewed and approved by DRC.
 - No objections.

LETTERS OF COMMERCIAL NONCOMPLIANCE

The following non-compliances were cited in February:

- 5 – Remove Temporary signage
- 4 – Maintain Property

Open non-compliances from prior months were closed as the properties achieved compliance.

STATUS LETTER REQUESTS

Staff processed 115 Status Request letters as of February 25th and inspections were needed on several to clear outstanding non-compliances.

COMMERCIAL ESTOPPLE LETTER REQUESTS

There were no formal requests for estopple letters.

GENERAL:

The call and email volume remains at levels more than double that of a year ago. From February 1st through 11 AM on February 25th, a total of 2,904 phone calls were logged (for the month of February 2020, there were 1,850 calls).



HIGHLANDS RANCH COMMUNITY ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE

DATE: February 3, 2021

MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Laurie Allred, Committee Chair

Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Dan DeBacco	✓		
George Elliott	✓		
William Smith	✓		
Karie Westphal	✓		
Sue Foppe	✓		
Elizabeth Sable	✓		

Also in attendance:

Cassie Thomas, CIS Manager
Cathleen Mierau, Residential Coordinator

I. APPOINTMENTS:

- 5:45 PM – 10077 Glenstone Circle – Fence Extension Presentation – Mr. Paul Hartmann. Mr. Paul Hartman was scheduled to speak with the Architectural Review Committee regarding fence extensions but was unable to attend.

II. NEW BUSINESS:

- Approval of Minutes from January 20th Meeting -Mr. Bill Smith made a motion to approve the minutes and Ms. Sue Foppe second the motion and all members were in favor.
- ARCHITECTURAL REVIEWS – The Committee Members reviewed submittals.
- RESIDENTIAL IMPROVEMENT GUIDELINES – Committee Members were asked to start reviewing the guidelines for updates they feel are needed.

With no further business, the meeting adjourned at 6:56 p.m.

Laurie Allred, Architectural Review Committee Chair



HIGHLANDS RANCH COMMUNITY ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE

DATE: February 17, 2021

MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Laurie Allred, Committee Chair

Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Dan DeBacco	✓		
George Elliott	✓		
William Smith	✓		
Karie Westphal	✓		
Sue Foppe	✓		
Elizabeth Sable			✓

Also in attendance:

Cassie Thomas, CIS Manager
Cathleen Mierau, Residential Coordinator

I. NEW BUSINESS:

- Approval of Minutes from February 3, 2021 Meeting -Meeting Minutes were approved from previous meeting.
- ARCHITECTURAL REVIEWS – The Committee Members reviewed submittals.
- RESIDENTIAL IMPROVEMENT GUIDELINES – Committee Members were asked to start reviewing the guidelines for updates they feel are needed.

With no further business, the meeting adjourned at 7:15 p.m.

Laurie Allred, Architectural Review Committee Chair



HIGHLANDS RANCH COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: February 23, 2021

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:10 p.m. by Doug Flin. The meeting was chaired by Doug Flin.

- Roll call was taken by CIS Manager Cassie Thomas and **quorum was not established**. However, Vice-Chair Erik Okland arrived at 6:26 PM, and quorum was then established.

Member Name	Present	Absent	Excused
Zell Cantrell, Chairperson			✓
Erik Okland, Vice-Chair	✓		
Ariel Madlambayan, Secretary			✓
Doug Flin	✓		
Karie Westphal	✓		
Rob Mierau	✓		
Greg Banks			✓

Also in attendance:

HRCA STAFF: Cassie Thomas, CIS Manager
 Michael Klingl, FHA Architects
 Harlan Faust, FHA Architects
 Tim Noonan, Sweetgreen
 Julia Branzell, Sweetgreen
 Kim, Sweetgreen
 Amanda Bernard, Trylon

II. Sweetgreen- 9215 South Broadway | Site Improvement Plan

Scope of Project: Site Plan Modification for modern version of “car-hop” service restaurant. Renovations to existing building include paint, material changes, living plant wall, and outdoor patio seating. Proposal includes canopy parking structure for parking while ordering and waiting for car side delivery. Drive thru will also remain.

Mr. Tim Noonan, of Sweetgreen, gave the Committee an overview of the Sweetgreen concept and walked them through the site plan and elevations.

Review Comments:

- The Committee appreciated the restaurant concept, presentation and the work that had been put in to improving the overall appearance of the site.
- There was extensive conversation surrounding the architectural components of the building. The Committee expressed that the west and south elevations require more detailing, especially the south elevation. While the Committee is receptive to the green paint in moderation, it should not be the primary detail.
- Concerns were expressed regarding the living plant wall on the west elevation. Between the temperature swings and the intense heat that would be on the west wall, it would be very difficult to maintain an attractive living wall.

- The Committee requested the applicant continue working on improvements to the elevations and resubmit, along with a landscape plan.

III. 9330 S. University Blvd. | Dish Wireless Antennas

Scope of Project: Dish Wireless is requesting approval to install three (3) panel antennas, twelve (12) RRU's, three (3) hybrid cables, and 1 equipment cabinet. Antennas will be stealth behind screen wall to eliminate any negative visual impact.

Ms. Amanda Bernard, of Trylon, was in attendance and made a brief presentation to the Committee.

Review Comments:

- Overall, the Committee appreciated the efforts to conceal the units and equipment.
- The Committee would like the applicant to consider continuing the screen wall along the east elevation, as there are concerns the equipment could be seen from the entry drive or University. The other option would be to run a screen wall across the roof, enclosing the equipment area.
- The Committee sought verification that the existing metal standing seam roof was readily available to ensure a cohesive look with the existing screen wall on the west side of the rooftop.

IV. Los Dos Portrillos | Paint Scheme

Scope of Project: The restaurant has requested to modify the paint scheme to match that of the Parker location.

Ms. Thomas had previously sent photos of the paint mockup on the building to the Committee. Concerns had been expressed about the white proposed. Ms. Thomas presented three alternative colors, seeking feedback from the Committee before sharing the colors with the applicant. The Committee was amenable to the colors but would like more variations of color and masking on the building. Ms. Thomas will continue to work with the applicant.

V. Non-Agenda Resident Comments-

There were no residents present.

VI. Discussion on Updates to the Commercial Guidelines

Discussion on the updates were tabled due to not all Committee members being in attendance.

VII. DRC Review of January 2021 Minutes

Review of the January 6, 2021 minutes were tabled.

With no further business, the meeting adjourned at 8:06 pm.

Zell Cantrell, Chairperson
Development Review Committee

Erik Okland, Vice-chair
Development Review Committee

**Minutes of the February 15, 2021 Finance Committee Meeting
Highlands Ranch Community Association, Inc.**

Committee Members Present:

Krystal Woodbury, Chair
Ron Welk, Vice Chair
John Mackowiak
Mikell Wilcox
Rolands Vilums
Briceson Kahler

Staff Members Present:

Karen Jackson, Accounting Manager
John Phibbs, Finance Director

Krystal Woodbury called the meeting to order at 6:00 p.m. Via GoToMeeting. A quorum was present.

The Finance Committee reviewed the January 18, 2021 Finance Committee meeting minutes.

A motion was made to approve the January 18, 2021 Highlands Ranch Community Association Finance Committee meeting minutes as presented. The motion was approved with one abstention.

Motion: John Mackowiak Second: Briceson Kahler

The Finance Committee then reviewed and discussed the January 31, 2021 HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained and discussed. The following specific topics were discussed:

- Administrative Fund:
 - For the month and year-to-date ending January 31, 2021, Total Revenues for the Administrative Fund are 4% unfavorable to budget.
 - For the month and year-to-date ending January 31, 2021, Total Expenses for the Administrative Fund are 4% favorable budget.
 - Year-to-Date Net Expenses for the Administrative Fund before transfers are 21% favorable to budget.
- Recreation Fund:
 - For the month and year-to-date ending January 31, 2021, Total Revenues for the Recreation Fund are 1% unfavorable to budget.
 - For the month and year-to-date ending January 31, 2021, Total Expenses for the Recreation Fund are 11% favorable to budget.
 - Year-to-Date Net Revenues for the Recreation Fund before transfers are 26% favorable to budget.
- Backcountry Fund:
 - For the month and year-to-date ending January 31, 2021, Total Revenues for the Backcountry Fund 50% favorable to budget.
 - For the month and year-to-date ending January 31, 2021, Total Expenses for the Backcountry Fund are less than 1% favorable to budget.
 - Year-to-Date Net Expenses for the Backcountry Fund before transfers are 7% unfavorable to budget.

Minutes of the February 15, 2021 Finance Committee Meeting - Continued
Highlands Ranch Community Association, Inc.

Next on the Agenda under Other Business. John Phibbs informed everyone that the 2020 Audit report will be ready for the March 22nd 2021 Finance Committee meeting. Per the Finance Committee request, John Phibbs asked the auditors if they could do a capital review on our capital projects so we can look for ways to improve. Eide Bailey is working on a bid for a capital review.

Next the Finance Committee discussed topics brought up at the last Finance Committee meeting regarding Salary Survey, Scholarship Fund, Rental Properties, Insurance, Technology, and meeting minutes.

Next the Finance Committee discussed to focus on materiality in 2021 and would like more comparative Financials. John Phibbs stated that a materiality threshold is already being applied, variances of 10% and \$10,000 are being explained in the reports. We are also working on implementing a new PBCS Budget and Reporting module that will improve our reports.

The next Finance Committee meeting is scheduled for Monday March 22, 2021 at 6:00 p.m. Via GoToMeeting

The meeting was adjourned at 6:56 p.m.

Respectfully Submitted,

Karen Jackson
Highlands Ranch Community Association, Accounting Manager

Community Relations February/March Update

February Events

Highlands Ranch Happy Hour Tasting Series:

6:00 p.m. – 7:00 p.m.

February 11 – Cocktails for Valentine’s Day – 28 Households Attended

February 25 – Blue Note Bourbon – 27 Households Attended

Virtual Tastings will continue in 2021 through March. Free!

Virtual Chinese New Year Celebration

February 12 – Published to our Social Media to enjoy at any time!

View online: www.HRCAonline.org/VirtualEvents

Virtual Winter Cultural Series

6:30 – 7:30 p.m.

February 18 – Heritage Irish Stepdancers – 235 Households have viewed online

March 4 - After Midnight

March 18 - Denver Pops Orchestra

Enjoy cultural events from your home! The Highlands Ranch Cultural Affairs Association is excited to bring the 2021 Winter Cultural Series to you virtually. This series features a variety of performances that have widespread appeal and are full of fun, family entertainment you are sure to enjoy. Free! Available online at www.HRCAonline.org/VirtualEvents

Virtual UHealth Series: “Heart Health through the Years”

February 23 – 6:00 – 7:00 p.m.

44 Households Attended

Virtual Cold Cases & Cocktails

February 24 – 6:30 – 8:30 p.m.

116 Households Attended

March Events

Virtual Winter Cultural Series (Continued)

6:30 – 7:30 p.m.

March 4 - After Midnight

March 18 - Denver Pops Orchestra

Enjoy cultural events from your home! The Highlands Ranch Cultural Affairs Association is excited to bring the 2021 Winter Cultural Series to you virtually. This series features a variety of performances that have widespread appeal and are full of fun, family entertainment you are sure to enjoy. Free! Available online at www.HRCAonline.org/VirtualEvents

Everyday Heroes Blood Drive

9:00 a.m. – 1:30 p.m., Northridge Recreation Center

March 4 – HRCA is partnering with Vitalant to bring the Gift of Life to our community in a time of need.

Virtual UHealth Series: “Vascular Health”

6:00 – 7:00 p.m.

March 10 – Join Emily Malgor, MD, a Vascular Surgeon, for a virtual talk to learn about vascular health. Dr. Malgor will be discussing diagnoses and treatments for common vascular-related diseases such as peripheral artery disease, stroke/carotid

interventions, aneurysms, vein work, and when it is time to see a physician. You will have the opportunity to ask your questions and get answers.

Highlands Ranch Happy Hour Tasting Series:

6:00 p.m. – 7:00 p.m.

March 11 – Favorites for St. Patrick's Day

March 25 – TBA

Virtual Tastings will continue in 2021 through April. Free!

Virtual Salsa Dancing & Cocktails

6:00 p.m.

March 23 – Red Hot Salsa - It's all the rage! Everyone is doing Salsa because the step is EASY and the turns are FUN! You'll be able to learn it in your kitchen! Turn the lights down and bring the heat while learning to Salsa Dance! We'll learn the basic step and as many turns as we can fit in between sipping on delicious cocktails! \$20 includes tasting kit with ingredients for two cocktails and the virtual Salsa class.

Please check our web pages:

[HRCA Facility opening guidelines](#) to see all that is currently open and accessible.

[HRCA Event Calendar](#) for alternate dates and more information on upcoming events.

[HRCA COVID-19](#) page for up to date information and links to helpful resources during the COVID crisis.

[HRCA at Home](#) created to give people virtual opportunities to keep our audience active, engaged and entertained during this uncertain time.





HIGHLANDS RANCH

COMMUNITY ASSOCIATION

Delegate Meetings 2021 Schedule

March	9th	Tuesday	5:30 p.m.
April	20th	Tuesday	5:30 p.m.
May	18th	Tuesday	5:30 p.m.
June	15th	Tuesday	5:30 p.m.
July	20th	Tuesday	5:30 p.m.
August	17th	Tuesday	5:30 p.m.
September	21st	Tuesday	5:30 p.m.
October	19th	Tuesday	5:30 p.m.
November	16th	Tuesday	5:30 p.m.
December	14th	Tuesday	5:30 p.m.

2022 Schedule

January	18th	Tuesday	5:30 p.m.
February	15th	Tuesday	5:30 p.m.
March	8th	Tuesday	5:30 p.m.

The BOD Meeting immediately follows the Delegate Meeting

All meetings will be held at the Recreation Center at Eastridge

The Delegate Meeting and all other HRCA Committee Meetings are open to the members