



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.
REGULAR MEETING OF THE DELEGATES AGENDA

January 18, 2022
6:00 p.m.

<https://us02web.zoom.us/j/85653430271?pwd=M0NMMN2JYR1hsSkN4SIFMdk5veIVMdz09>

Meeting ID: 856 5343 0271

Passcode: 603781

One tap mobile

+13462487799

Business Meeting

Approximate Time

- | | |
|---|-----------|
| 1. Guest Speaker: Mike Renshaw, HRMD General Manager | 6:00 p.m. |
| 2. Call to Order | 6:15 p.m. |
| 3. Pledge of Allegiance | 6:16 p.m. |
| 4. Proof of Notice of Meeting | 6:20 p.m. |
| 5. Roll Call / Establishment of Quorum | 6:21 p.m. |
| 6. Approval of Minutes from the Preceding Meeting of Delegates on November 16, 2021 | 6:30 p.m. |
| 7. Board of Directors Reports | 6:35 p.m. |
| 8. Facilities Update- Ken Joseph | 6:45 p.m. |
| 9. Community Relations- Jamie Noebel | 6:55 p.m. |
| 10. Backcountry Update- Mark Giebel | 7:05 p.m. |
| ○ Fencing | |
| 11. Continued / New Business | 7:15 p.m. |
| 12. Member Forum (Sign up in advance and 3-minute time limit) | 7:16 p.m. |
| 13. Delegate Forum (Sign up in advance and 3-minute time limit) | 7:21 p.m. |
| 14. Adjournment | 7:30 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, February 15, 2022

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.
REGULAR MEETING OF THE DELEGATES MINUTES

November 16, 2021
6:00 p.m.

Eastridge Recreation Center: 9568 University Blvd. Highlands Ranch CO 80126

<https://us02web.zoom.us/j/87645941392?pwd=K1E1OUhPbzBVaWNSY1BMalhXUG1RUT09>

Passcode: 602386

US: +16699006833

1. **Call to Order:** 6:05 p.m.
2. **Pledge of Allegiance**
3. **Proof of Notice of Meeting**
4. **Roll Call / Establishment of Quorum:** A quorum was established. 18,442 lots of 31,338 lots were in attendance.
5. **Approval of Minutes from the Preceding Meeting of Delegates on October 19, 2021**
ACTION: The October 19, 2021 Delegate minutes were adopted by unanimous consent.
6. **Board of Directors Reports:** Jim Allen provided a PowerPoint presentation. Jim presented about the Meeting Schedules and Format, the Backcountry Committee, Douglas County Fireworks, the 2022 Election Schedule, and The Board Consent Agenda.
7. **Facilities Update:** Ken Joseph provided a PowerPoint presentation. Ken presented about the 2021 Capital Reserve Completed Projects. Questions occurred.
8. **Community Relations:** Jamie Noebel provided a PowerPoint presentation. Jamie presented about the art wrapped utility boxes, the previous month's events, and upcoming events including Home Town Holiday, Holiday Classical Musical Series, Nutcracker Highlights, and Princess Tea.
9. **Backcountry:** Mark Giebel provided a PowerPoint presentation. Mark presented a Backcountry update including information about, staffing change, usage statistics, and Backcountry open houses. Mark also presented about a possible project with the Denver Zoo and Daniels Park that would bring grazing buffalo to the Backcountry property. Questions occurred.
10. **Continued / New Business:** None
11. **Member Forum:** None
12. **Delegate Forum:** Kurt Huffman, Delegate #82 asked about the data security breach. Colin Campbell, # 115 asked about the Northridge Sauna regarding safety and liability requirements.
13. **Adjournment:** 7:03 p.m.

Respectfully Submitted,

Melissa Park, Secretary

DISTRICT DELEGATE ROLL CALL
 MEETING DATE: NOVEMBER 8, 2021
 RECORD DATE: NOVEMBER 16, 2021
 E = in person attendance

Instructions:

For initial roll call:
 - For Delegates who are present - place an "x" in column C in the

Dist No.	DELEGATE NAME	Enter "X" if Present Enter "P" if Proxy	Enter "F" if in Favor Enter "O" if Opposed Enter "A" if Abstained Enter "S" if Split	Total # of Lots	LOTS*	PROXY	F+O+A	TOTAL IN FAVOR	TOTAL OPPOSED	TOTAL ABSTENTIONS
1	LESLIE MILLER			297	-	-	-	-	-	-
2	JESSIE ROCHA			266	-	-	-	-	-	-
3	SAMARA LYON-FRICK	X		184	184	-	-	-	-	-
4	ROY KING (Stratton Ridge)	X		153	153	-	-	-	-	-
5	JUDY DYK (Bradford Hills)	X		108	108	-	-	-	-	-
6	JEFF THOMPSON (Sugarmill)			126	-	-	-	-	-	-
7	MICHAEL RILEY			295	-	-	-	-	-	-
8	HEATHER BLAKE (Chalet)			97	-	-	-	-	-	-
9	SUE LEIDOLPH (Remington Bluffs)			60	-	-	-	-	-	-
10	JIM MAYNE	X		143	143	-	-	-	-	-
11	DEREK LONG			251	-	-	-	-	-	-
12	CONNIE ROSEL (Falcon Hills)	X		113	113	-	-	-	-	-
13	HILARY PRICE	X		199	199	-	-	-	-	-
14	TAMMY KELLY	X		185	185	-	-	-	-	-
15	JUSTIN HILL			200	-	-	-	-	-	-
16	ELIZABETH STROCK	X		105	105	-	-	-	-	-
17	GREG HERMAN			166	-	-	-	-	-	-
18	GLENN PROULX	X		318	318	-	-	-	-	-
20	JEAN REHME	X		208	208	-	-	-	-	-
21	JOE STEWART			180	-	-	-	-	-	-
22	BRYAN WALSH			132	-	-	-	-	-	-
23	DOMINICK ESPOSITO			142	-	-	-	-	-	-
24	CONNIE ROSEL	X		83	83	-	-	-	-	-
25	ANDY JONES	X		438	438	-	-	-	-	-
26	REBECCA BOWHILL	X		183	183	-	-	-	-	-
27	KETH GLENN	X		242	242	-	-	-	-	-
28	BRYAN WALSH			48	-	-	-	-	-	-
30	VACANT (Timberline)			368	-	-	-	-	-	-
40	FRANK IMPINNA	X		368	368	-	-	-	-	-
41	VACANT			366	-	-	-	-	-	-
49	KARLA LAURENT			291	-	-	-	-	-	-
50	LINDA MALLETTE (Glensides)	X		345	345	-	-	-	-	-
51	SHD BASU	X		253	253	-	-	-	-	-
52	CLINTON CAVE	P		234	-	234	-	-	-	-
53	SHARON LANDIS	X		171	171	-	-	-	-	-
60	VACANT			181	-	-	-	-	-	-
61	JEFF ROHR	X		105	105	-	-	-	-	-
62	NANCY SMITH	P		197	-	197	-	-	-	-
63	HOBB LANGRAVE			51	-	-	-	-	-	-
64	CHRIS BAYNE	X		130	130	-	-	-	-	-
65	DON WOODLAND			96	-	-	-	-	-	-
66	TOM BEHNER			224	-	-	-	-	-	-
68	HOMAR ALVARADO			152	-	-	-	-	-	-
69	LOUISE ANNARI			182	-	-	-	-	-	-
70	TERI HELMSTAD (The Village)	X		81	81	-	-	-	-	-
71	CONNIE ROSEL (Falcon Hills South)	X		26	26	-	-	-	-	-
73	WILL JOHNSON			1,184	-	-	-	-	-	-
74	BILL BEUTNER	X		940	940	-	-	-	-	-
75	SUSAN O'BRIEN			74	-	-	-	-	-	-
76	JENNIFER MUKROWSKI			223	-	-	-	-	-	-
77	MELISSA SMUSNART			420	-	-	-	-	-	-
78	AMIT GUPTA			274	-	-	-	-	-	-
79	GRACE MCMAHON (The Retreat)			101	-	-	-	-	-	-

Dist No.	DELEGATE NAME	Enter "X" if Present Enter "P" if Proxy	Enter "F" if in Favor Enter "O" if Opposed Enter "A" if Abstained Enter "S" if Split	Total # of Lots	LOTS*	PROXY	F+O+A	TOTAL IN FAVOR	TOTAL OPPOSED	TOTAL ABSTENTIONS
80	MONICA WADSEN (P20)			1,533	-	-	-	-	-	-
81	AL BONNEAU			20	-	-	-	-	-	-
82	KURT HUFFMAN	X		778	778	-	-	-	-	-
83	ANDY NATALIE			180	-	-	-	-	-	-
84	DAVID ALPERT	X		705	705	-	-	-	-	-
85	DEBORAH SPER			784	-	-	-	-	-	-
86	CRYSTAL RIVANT			1,290	-	-	-	-	-	-
87	VACANT (Indiana Hill)			481	-	-	-	-	-	-
88	CAROLYN GROOM (Weatherstone)	X		294	294	-	-	-	-	-
89	JUDI RILEY (Villages at Elk)	X		323	323	-	-	-	-	-
90	MICHAEL DEVINEY (Spaces)	X		250	250	-	-	-	-	-
91	GINGER NIXT (Settlers Village)			199	-	-	-	-	-	-
92	MICHELLE BATCHELOR (Canaan Ranch)			440	-	-	-	-	-	-
93	VACANT			260	-	-	-	-	-	-
94	AL PELKOWSKI (Westridge Knolls)	X		617	617	-	-	-	-	-
95	TOM HALL (Canaan Ridge)			56	-	-	-	-	-	-
96	VACANT (Highwoods HOA)	X		104	104	-	-	-	-	-
97	WILLIAM SMITH	X		336	336	-	-	-	-	-
98	DANA SANTIAND (Soundance @ Indiana Hill)			225	-	-	-	-	-	-
99	MICHAEL PETRUCELLI (Cortley Park)	X		213	213	-	-	-	-	-
100	PAT KAPTAJN			177	-	-	-	-	-	-
101	BRUCE PEOTTER			111	-	-	-	-	-	-
102	PAULA BACHELLER	X		202	202	-	-	-	-	-
103	JON BEZ	X		401	401	-	-	-	-	-
104	VACANT			532	-	-	-	-	-	-
105	JOSUPE ADEN	X		353	353	-	-	-	-	-
106	RITA NORRIS	X		226	226	-	-	-	-	-
107	JALDIS SIDEN (Her Golf Club)	X		579	579	-	-	-	-	-
108	GRITH STEIN	X		208	208	-	-	-	-	-
109	JIM SEBEN (Backcountry)			1,252	-	-	-	-	-	-
110	MARK DICKERSON (Shinglers)	X		87	87	-	-	-	-	-
111	MIKE WOODLAND (Frodoth)	X		1,863	1,863	-	1,863	932	931	-
112	PATIE MCGUNNESS (Highland Walk)	X		298	298	-	-	-	-	-
113	FRANK IMPINNA	X		517	517	-	-	-	-	-
114	CLAY KARE (The Hearth)	X		1,652	1,652	-	-	-	-	-
115	COLIN CAMPBELL (Brownstones)	X		359	359	-	-	-	-	-
116	ROBERT STRAUSS (Tresana)	X		557	557	-	-	-	-	-
120	VACANT (Clink Tower Residences)			318	-	-	-	-	-	-
212	VACANT (Stonesbridge)			77	-	-	-	-	-	-
213	KAREN BURCH (Palomino Park-Gold Peak)	X		523	523	-	-	-	-	-
	TOTAL			31,338	18,011	431	1,863	932	931	-
	QUORUM 51%			15,902				18,442	115%	

*If the number of lots column is filled out, it indicates that the delegate was present in person or by proxy for this meeting.



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

Board of Director's Meeting

501(C)3 Meeting to Follow

[https://us02web.zoom.us/j/85653430271?](https://us02web.zoom.us/j/85653430271?pwd=M0NMN2JYR1hsSkN4SIFMdk5veIVMdz09)

[pwd=M0NMN2JYR1hsSkN4SIFMdk5veIVMdz09](https://us02web.zoom.us/j/85653430271?pwd=M0NMN2JYR1hsSkN4SIFMdk5veIVMdz09) Meeting ID: 856 5343 0271

Passcode: 603781

One tap mobile

+13462487799

January 18, 2022

Disclaimer – This packet is provided for informational purposes only and is not intended to change. Other matters may be considered as deemed appropriate.

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 Board Meeting Minutes of Action from November 16, 2021
- Approval of Finance Committee Minutes from November 15 and December 20, 2021
- Approval of Architectural Review Committee Minutes from November 3 and December 1, 2021
- Approval of Development Review Committee Minutes from November 10 and December 8, 2021
- Approval of Resolution 22-01-01: Judicial Foreclosure of 8898 Chestnut Hill Court
- Approval of the removal of Finance Committee Member: Rolands Vilums

5. Forum - Member

6. Director Comments

7. Committee Reports

- Delegate Meeting
- Architectural Review Committee
- Development Review Committee
- Commercial Review Committee
- Finance Committee
 - Review of the November and December 2021 Financials
 - Approval of the November 2021 Financials

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
6:00 p.m.

Eastridge Recreation Center: 9568 University Blvd. Highlands Ranch CO 80126
<https://us02web.zoom.us/j/87645941392?pwd=K1E1OUhPbzBVaWNSY1BMalhXUG1RUT09>

Passcode: 602386 US: +16699006833

November 16, 2021

1. **Call to Order:** 7:08 p.m.
2. **Establishment of Quorum/Roll Call:** A quorum was established. Directors Jim Allen, Brock Norris, Melissa Park, Dan DeBacco and Scott Lemmon were present.
3. **Proof of Notice of Meeting**
4. **Consent Agenda**
 - Approval of Board Meeting Minutes of Action from October 19, 2021
 - Approval of Finance Committee Minutes from October 18, 2021
 - Approval of Architectural Review Committee Minutes from October 6, 2021
 - Approval of Architectural Review Committee Minutes from October 20, 2021
 - Approval of Development Review Committee Minutes from October 13, 2021
 - Approval of Backcountry Committee Applicants: Len Abruzzo, Keil Downing, Scott Gustafson, Tammy Kelly, and Bryan Walsh

ACTION: A motion was made by Scott Lemmon and seconded by Brock Norris to approve the Consent Agenda. Motion carried.
5. **Forum – Member:** Jennifer Harris asked about the masking policy and employee recruitment at the recreation centers. Kurt Huffman, #82 commented about COVID.
6. **Director Comments:** Brock Norris commented that it was nice to see everyone's faces at the meeting.
7. **Committee Reports**
 - Delegate Meeting: None
 - Architectural Review Committee: None
 - Development Review Committee: None
 - Commercial Review Committee: None
 - Finance Committee: Karen Jackson provided a review of the October 2021 Financials.

ACTION: A motion was made by Melissa Park and seconded by Dan DeBacco to approve the October 2021 Financials. Motion carried.

ACTION: Leighton Stephenson was interviewed by the Finance Committee last night and the Committee recommended appointment. A motion was made by Dan DeBacco and seconded by Melissa Park to appoint Leighton Stephenson to the Finance Committee. Motion carried.
8. **General Manager Report:** Jerry Flannery reported that he presented to the Highlands Ranch Historical Society last night. The County Commissioners are meeting to discuss changing the home occupancy requirements. Jerry suggested that HRCA go on record for not supporting less occupancy requirements because of nuisance issues that can arise from certain home businesses. The Board asked for a report from the County meeting so that further discussion can be had.
9. **Continued Business:** Discussion occurred about attendance requirements for the Finance Committee. Scott Lemmon asked for follow up regarding the question that was asked about saunas.
10. **New Business:** None
11. **Delegate Forum:** Kurt Huffman, #82 asked about the timeline for the Bylaw Committee appointments.
12. **Adjournment:** 8:01 p.m.

Respectfully Submitted,

Melissa Park, Secretary

January FYI's

Winter Break Camps

During the weeks of December 20-December 31, Snapology ran STEM camps for school age kids. Creative Kids ran holiday themed camps for the little ones. Preschool operated their school break camp.

Preschool

The second semester of Preschool kicked off on January 4th. Students are jumping back to it and continuing to learn important skills that will help prepare them for a successful Kindergarten experience. With new fun themes each week, children are learning through play. Registration for the next school year is around the corner and fun preschool activities are on the horizon such as safety week and health week.

New Sessions

January 3rd kicked off new sessions in art, pottery, cooking, dance, tumbling and creative kids' classes. Winter themes will be explored, and children will get the opportunity to discover fun topics such as the "Snow Buddies" in our Creative Kids program and "Cupcake Wars" in cooking.

Martin Luther King Day

Jewelry Camp, Sculpture Camp, and Chef Special Camp will run on January 17th.

Adult Masters Swim Programs

There were over one hundred adult swimmers who participated in 2021 in one of the three Masters' Swim Programs offered at Northridge. Swimming is a year-round physical activity for adults of all skill levels.

Race Series

The 2022 HRCA Race Series opened for registration in early January! We are looking forward to another amazing year of races in the Ranch. The series kicks off on March 19th where we will host runners for our annual St. Patrick's Day 5K in Town Center. We are looking forward to making the 2022 race season a great one!

Fitness

The New You, Year 2022 Fitness Challenge has officially begun. Participants compete for 8 weeks attending as many Group Fitness and ZONE classes as they can to lose the most body fat percentage. We added more classes to our schedule to accommodate the challenge & the January increase in fitness participation.

Sports

The HRCA Nuggets Boys' Basketball League is up and running. Youth clinics for basketball, volleyball, golf, and fencing are also popular. Adult Basketball, Soccer and Volleyball winter league recently started.

Tennis

The 2022 season of In-House Doubles started last week. Teams at the 2.5, 3.0, 3.5, and our new 4.0 level league will play at Northridge through February 25. There is also a doubles league for our fifty-five & over players on Wednesdays. The Winter/Spring 2022 Blocktime session started at the beginning of January. The next two tennis socials will be on January 28 and February 11.

Therapeutic Recreation

TR included personal instruction on land, aquatic therapy, Thrilling Thursdays, Hip Hop, Yoga, Unified Basketball, and TR Winter Break Sports camp in December. Yoga, Unified Basketball and Tae Kwon Do programs continue in January. TR has two current fundraisers going. Therapeutic Recreation is the community beneficiary for the Highlands Ranch Christian Brothers location; and sales opened January 1st for the TR Flower Fundraiser.



HIGHLANDS RANCH COMMUNITY ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE

DATE: November 3, 2021

MEETING MINUTES

I. CALL TO ORDER

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

Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Jerry Jeter	✓		
Elizabeth Sable	✓		
William Smith	✓		
Anthony Perrone	✓		

Also in attendance:

Cathleen Mierau, Residential Coordinator

II. NEW BUSINESS:

- Architectural Review Committee Minutes – Meeting Minutes from the October 20, 2021 meeting and Submittals reviewed in office from October 20, 2021 through November 2, 2021 were approved by Committee Members.
- Mr. Jerry Jeter was nominated and approved by the Committee to be the new Vice Chairman.
- **5:45 PM Appointment -1042 Laurenwood Lane – Garage Addition** - Mr. and Mrs. James Heckman attended the meeting. Mr. Heckman explained the addition is to store two vintage cars he owns. His plan is to pull the cars in from the existing garage doors and then angle them so they can be parked in the addition. Mr. Heckman also explained to the Committee that the upper level will be used for storage since their home does not have a full basement and does not have adequate storage for them. The Committee asked for Mr. and Mrs. Heckman to provide a Civil Engineers drainage plan since there were concerns regarding the drainage and a full front and back elevation drawing. The Committee also requested the homeowner provide a photo montage of their home with the surrounding homes to better understand the scale compared to neighboring properties.
- **6:00 PM Appointment -6373 Freeport Drive – Deck** - Mr. Ethan Wright, the contractor attended the meeting to answer any questions the Committee had concerning the deck he is building at 6373 Freeport Drive. The Committee had concerns regarding the composite white board in the middle of the deck flooring and the cable railing sagging over time. Mr. Wright explained the computer program he used put the white board in automatically, but the floor would be all redwood. Mr. Wright said he does a courtesy yearly tightening of the cable railings for the homeowner to prevent sagging.

- Architectural Reviews – The Committee Members reviewed the following submittals.
 1. 1042 Laurenwood Lane – Garage Addition – Additional information requested.
 2. 6372 Freeport Drive – Deck with cable railings – Conditionally approved.
 3. 8337 Forrest Court – Shed Variance –Additional information requested.
 4. 9878 Golden Eagle Drive – Deck, Deck cover, outdoor kitchen and concrete Submittal – Additional information requested
 5. 10569 Pearlwood Circle – Patio cover going into easement submittal - Conditionally approved.
 6. 3122 Windridge Circle – Modern finish garage door Submittal – windows are horizontal across top.- Not approved.
 7. 10611 Ridgecrest Circle – Pool Submittal project – Conditionally approved.
 8. 9708 Adelaide Circle – Window submittal – Black window frames on front elevation only – Approved.
 9. 726 Northridge Road – Paint of brick Submittal – HO wants to paint brick and will not agree to whitewashing. – Not Approved.
 10. 9440 Painted Canyon Circle – roof submittal – roof only partially replaced and does not match existing. – Not Approved.
 11. 3423 Cranston Circle – Patio submittal. – Conditionally Approved.

With no further business, the meeting adjourned at 8:16 p.m.

Laurie Allred, Architectural Review Committee Chair



HIGHLANDS RANCH COMMUNITY ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE

DATE: December 1, 2021

MEETING MINUTES

I. CALL TO ORDER

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

Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Jerry Jeter	✓		
Elizabeth Sable	✓		
Anthony Perrone	✓		

Also in attendance: Cathleen Mierau, Residential Coordinator

II. NEW BUSINESS:

- Architectural Review Committee Minutes – Meeting Minutes from the November 3, 2021 meeting and Submittals reviewed in office from November 3, 2021 through November 30, 2021 were approved by Committee Members.
- **5:45 PM Appointment -10082 Darwin Lane – Ramp, fire pit and porch extension** - Mr. and Mrs. Petrelli attended the meeting to see if the Committee needed any further information or had any questions regarding their project. The Committee asked them to provide detailed drawings of the fire pit, ramp and porch extension on graph paper. The Committee expressed their safety concerns with the project.
- **6:00 PM Appointment -10349 Hunterwood Way – Garage and home addition** Earl Anderson, the Architect, and Mr. Eric Steadman, the homeowner, attended the meeting to answer any questions the Committee had about their home and garage addition project. The Committee had concerns with the architectural style in the addition not matching the current home style and the other homes in the neighborhood.
- Architectural Reviews – The Committee Members reviewed the following submittals.
 1. 10082 Darwin Lane – Ramp, Fire pit and porch addition Submittal – Ramp was approved. Fire pit and porch addition will need to be reviewed. – **Approved.**
 2. 3009 Wycliff Lane – Pool Submittal – Pool to be reviewed with additional information Jerry had requested from homeowner. - **Additional information requested.**
 3. 10741 Fairbairn Way – Walkway Submittal with Variance request – Homeowner turned in a revised drawing detailing the dimensions as the walkway goes down the side of her home and added additional pictures as requested by the Committee. She is trying to stay as far from the property line as she can with the limited space she has. – **Additional information requested.**

4. 10015 Strathfield Lane – Shed Submittal – variance requested – Homeowner is requesting a variance for a 10' X 10' Shed. – **Approved**
5. 2132 Terraridge Drive – Retaining wall Submittal – variance requested – Homeowner's original timber retaining wall was put in by the builder with a section of it right on the property line. Homeowner would like to keep it in the same location and just change to stone block because the timbers are rotting. – **Variance Approved**
6. 10349 Hunterwood Way – Garage and home addition submittal – Included pictures of existing and renderings of addition. **Revised plans requested.**
7. 1042 Laurenwood Lane – Garage addition – Previously reviewed – Homeowner sent information requested by Committee. – **Denied as a two-story addition.**
8. 1584 Briar Circle – Bocce Ball Court and pavers submittal – This is the first bocce ball court I have seen submitted for. They are also submitting to have a paver step next to rear deck and pavers installed on exposed front foundation concrete. - **Approved**
9. 9792 Spring Hill Place – Deck cover submittal – The homeowner is building his deck cover on his own. – **Additional information requested.**
10. 3409 Cranston Circle – Patio enclosure – Homeowner would like to enclose their existing patio. – **Conditionally approved.**
11. 10900 Oakshire Avenue – Garage addition – Homeowner would like to extend their garage by 18" and height by 2'. - **Approved**
12. 9732 Newcastle Drive – Brick painting – **Denied but willing to accept whitewash or German Schmeer.**

With no further business, the meeting adjourned at 8:41 p.m.



Laurie Allred, Architectural Review Committee Chair



HIGHLANDS RANCH COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: November 10, 2021

MEETING MINUTES

I. Call to Order

Meeting called to order at 6:00 p.m. by Vice Chairman Rob Mierau

Roll taken by Vice-Chair Rob Mierau

Member Name	Present	Absent	Excused
Zell Cantrell, Chairperson			✓
Rob Mierau, Vice-Chair	✓		
Ariel Madlambayan, Secretary			✓
Karie Westphal	✓		
Greg Banks	✓		
Jerry Jeter (HRCA Staff Consultant)	✓		

Also in attendance:

Diana Sklenar, HRCA Legal
Coordinator

Josh Francis, STEM School

David Maughan, 887 Fairchild

Robert Coppick, 887 Fairchild

Joel Pehrson, STEM School

Thomas Hart, 887 Fairchild

Kaylin Kittle, 887 Fairchild

Robert Hoornstra, STEM school

Robert Morris, STEM School

II. Review and Approval of October 13, 2021 Minutes

Action:

Motion made by Rob Mierau to **Accept** the October 13, 2021 minutes and publish as written, seconded by Greg Banks

- **3** member(s) **Concur**;
- **0** member(s) **Dissent**;
- **0** member(s) **Abstain**.

III. 8773 Ridgeline Blvd- Stem School | Addition- re-submission

Scope of Project: Phase one - proposed addition to the Elementary school building to be two story Middle school cafeteria and classrooms. Phase two- modifications to the High school and middle school to add Lobby/Connector, Gym renovation, Fitness and Locker rooms

Jerry Jeter walked the Committee and Presenters through overview of project, review of concerns from previous DRC meeting and 3 possible options DRC came up with as solution to color placement

Presentation of new front facade by Josh Francis with rendering of DRC option #1

The Committee expressed positive feedback of the new renderings
During discussion, the following comments were offered:

- Concern over the two shades of blue and the matching of the high school and the possibility of fading. The branding of the STEM school theme was approved in 2017. One color blue will be used and consistent throughout.
- Option 1 was favored by STEM participants and Committee members
- Discussion over rendering of Option 2 and its validity over Option 1
- Concern over Conditional approval and timing of approval for STEM- agreement to have conditional approval to STEM by Friday, November 12, 2021

Action: November 11, 2021 via email

Motion made by A. Madlambayan to **approve** the submittal with the Option 1 rendering, seconded by R. Mierau

- **3** member(s) **Concur**;
- **0** member(s) **Dissent**;
- **0** member(s) **Abstain**.

IV. 887 Fairchild Drive | Addition and Restructuring of Landscaping-
Scope of Project: Residential property

Jerry Jeter walked the Committee and Presenters through overview of project as currently presented

Presentation of project by David Maughan

During discussion, the following comments and issues were brought up:

- The Homeowner confirmed the October 29, 2021, document revision governs.
- The Homeowner advised limewash, in lieu of painted brick, is acceptable. The Committee expressed concern with any treatment of the brick. Jerry Jeter acknowledged the DRC doesn't permit painted masonry for commercial projects. Further, 887 Fairchild is a residential project and subject to residential, not commercial, requirements. The ARC allows homeowners to white wash, limewash, German Smear or stain brick. Painted brick is only permitted in very limited areas. The Committee requires further discussion related to this item.
- The Homeowner advised the Great Room window is a large, undivided panel of glass.
- The Homeowner provided a Plot Plan Survey. The Committee requires further review related to drainage.
- The Homeowner provided percentages of Rear Yard pavement/hardscape and synthetic turf. The Committee advised the HRCA and The HighWoods sub-association requirements appear to be in conflict regarding natural turf. Also, is the pool and spa considered hardscape? Jerry Jeter to clarify and report back to the Committee.
- The Homeowner presented a revised Landscape Plan addressing the retaining wall locations: 3.5' from the east and west property lines and 7.5' from the north property line. Additionally, the north side retaining wall is reduced from 6' to 5'.
- The Homeowner provided pool/spa finish and color selections, pool/spa screening compliance, pool/spa equipment location and screening compliance.
- The Homeowner provided cabana material/color selections.
- The Homeowner verified the pickle ball court lighting does not extend beyond the property line.
- Concern expressed regarding the drainage of the property with the grading and issue of possible pooling on the NE side of the property.
-

- Concern expressed over future maintenance of the landscaping due to limited access and possible intrusion onto neighboring properties.
- Questions over regulations for the pool and the automatic cover vs fencing.
- Committee requires a chart outlining The Highwoods required planning and proposed improvements demonstrating The Highwoods guidelines are met.

Action:

A quorum was not in attendance. Agreement among the members of the DRC Committee to have response to Home Owner within two weeks

- **0** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

V. Non-Agenda Resident Comments

There were no residents in attendance

K. Westphal made a motion to adjourn, seconded by G. Banks. With no further business, the meeting adjourned at 7:29 pm.

Discussion in aftermath regarding the line between the Architecture Committee Guidelines and the DRC for 887 Fairchild and the painting of the brick along with options for future meetings if Committee members will not be present.

Zell Cantrell, Chairperson
Development Review Committee

Ariel Madlambayan, Secretary
Development Review Committee



HIGHLANDS RANCH COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: DECEMBER 8, 2021

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:01 p.m. by Chairman Zell Cantrell.

Roll call was taken by Secretary Madlambayan.

Member Name	Present	Absent	Excused
Zell Cantrell, Chairperson	✓		
Rob Mierau, Vice-Chair	✓		
Ariel Madlambayan, Secretary	✓		
Karie Westphal			✓
Greg Banks	✓		
Jerry Jeter, HRCA Staff Consultant	✓		

Also in attendance:

Diana Sklenar, HRCA

Drew Vandenberg, Palomino Park

Jamie Overgaard, Visa

Luisa Smoot, Palomino Park

Thomas Jump, Visa

Christine Clark, Palomino Park

Robert Rouleau, Visa

Brent Bean, Visa

II. Review and Approval of November 10, 2021 Meeting Minutes

A motion was made by R. Mierau to **Accept the November 10, 2021 minutes and publish as written, seconded by G. Banks**

- **3** member(s) **Concur**;
- **0** member(s) **Dissent**;
- **1** member(s) **Abstain**.

III. 8906 Ridgeline Blvd - Visa | Additions-

Scope of Project: Addition of mechanical yard enclosures to be constructed in two phases with new parking lot (and access), plus driveway

Jerry Jeter walked the Committee and Presenters through overview of project and review of concerns to be addressed by Representatives

Presentation of project by Jamie Overgaard

During discussion, the following comments/concerns were offered and addressed:

- Several Committee members stated the plans were executed well.
- Equipment yard purpose and timeline- two phases to be completed within a year of each other. The housing will enclose updated heat rejection units previously stored on the North Data Center

roof. The current number of units is 24. Due to changes in equipment size and associated screening/snow load, the new equipment cannot be located on the roof.

- Noise level will be lower than previously due to the units being newer and more energy efficient. Units will be screened by masonry walls that are 2-3 feet higher than the actual units. The masonry screen wall will match the existing exterior of the building.
- Visual impact of the equipment yards is not an issue due to the grading around the site and the height of screen walls.
- Visa confirmed they have an agreement with the north property owner to use 72 parking spaces and connect the site via a lighted sidewalk.
- Visa confirmed a factory finish for the new metal gate.
- Concern over the maneuverability of larger trucks (70ft) in the docking area. Maneuverability study completed by Visa. Committee adamantly requests auto turn study.
- Equipment pad location and screening: pads located on NE corner house 3 condensing units, screened by existing 8ft metal security fence and mature foliage close to and surrounding the site. Visa noted the units need to be adjacent to the internal equipment they serve; co-locating in the mechanical yard is too remote.
- Landscaping: removal of irrigated turf to be replaced with cobblestone and mulch to conserve water. Committee expresses concern the area will not meet the required 80% coverage within three years.

Action:

A motion was made by **R. Mierau** to **conditionally approve the submittal as presented, seconded by A. Madlambayan with request for an auto turn study and the opportunity to request further screening by the condensing units per future site visits**

- **4** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

IV. 6700 Palomino Parkway | Colorado Clubhouse Renovation-

Scope of Project: Renovation of the Colorado Clubhouse, pool and surrounding area

Jerry Jeter walked the Committee and Presenters through overview of project and pre-review of concerns to be addressed by Representatives

Presentation of project by Drew Vanderwert

During discussion, the following comments/concerns were offered and addressed:

- Committee members commented on excellent submittal and presentation.
- Exterior of clubhouse will not be altered.
- A frame structures are well designed but concern was mentioned over the materials to be used in construction and how they will handle the elements over the years.
- Status of current three clubhouses has not begun; Committee was assured that the plans submitted to the DRC will not be altered.
- Committee would like to see a photometric study.

Action:

A motion was made by **A. Madlambayan** to **approve the submittal as presented, seconded by R. Mierau**

- **4** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

V. Non-Agenda Resident Comments

There were no residents in attendance

Jerry Jeter spoke to the Committee regarding the Clocktower Residence paint issue and steps taken to date. Jerry requests members presence at the next onsite meeting with Clocktower representatives. Agreement to a date & invite will be sent out via email.

Action:

A motion was made by **A. Madlambayan** to adjourn the meeting, seconded by **R. Mierau**

- **4** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

With no further business, the meeting adjourned at 7:56 pm

Zell Cantrell, Chairperson
Development Review Committee

Ariel Madlambayan, Secretary
Development Review Committee



Community Relations December/January Update

December Events

Hometown Holiday

Dec. 3 – Town Center – 4:30-7:30 p.m.

Attendance: 2,150 people

Holiday Classical Music Series

Dec. 7 – Highlands Ranch Mansion, 6:30 – 8 p.m.

Attendance: 201 people

Your Health with UHealth: Tackling Mental Health

Dec. 8 – Virtual, 6:00 – 7:00 p.m.

Attendance: 17 people

Holiday Princess Tea Party

Dec. 11 – Southridge Recreation Center, 10:30 a.m. – Noon

Attendance: 167 people

Chamber Music Series – Holidays Through the Ages

Dec. 11 and 12 – Southridge Recreation Center, performances at 7:00 p.m. (Dec. 11) and 2:00 p.m. (Dec. 12)

Attendance: 131 people

January Events

Your Health with UHealth: Tackling Mental Health

Jan. 5 – Virtual, 6:00 – 7:00 p.m.

Discussion will include heart health, common heart issues, and more.

Blood Drive: Drive for Life

Jan. 6 – Northridge Recreation Center, 9:00 a.m. - 1:30 p.m.

Enjoy classical music for the holiday season!

Your Health with UHealth: Tackling Mental Health

Dec. 8 – Virtual, 6:00 – 7:00 p.m.

Drive for Life is transforming into a cause that helps to ensure patient blood needs can be met in the immediate future and all year long.

Superheroes Unite!

Jan. 15 – Southridge Recreation Center, 10:30 a.m. – Noon

Join us for an awesome morning with Captain Marvel and Captain America as they put your little superhero through superhero training.

Glow in the Dark Yoga

Jan. 21 – Southridge Recreation Center, 5:00 – 7:00 p.m.

Wear your favorite neon clothes and move to a mellow, rhythmic vinyasa flow with one of HRCA's finest yoga instructors, to a unique playlist under black lights.

Family Magic Show

Jan. 21 – Southridge Recreation Center, 7:00 – 8:00 p.m.

Do you love to be amazed and laugh? We have an amazing family entertainment event just for you. Our event is a fun, interactive show for the whole family - with Scotty Weise Magic.

Please check our web pages:

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



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

Committee Members Present:	Staff Members Present:	Committee Members Absent
Dan DeBacco Ron Welk Mikel Wilcox John Mackowiak Briceson Kahler	John Phibbs, Finance Director Karen Jackson, Accting Manager Sandy Faris, Sr Staff Accountant	Rolands Vilums
		Others Present:
		Melissa Park Leighton Stephenson Andy Natalie Delegate 83

Dan DeBacco called the meeting to order at 6:30 p.m. A quorum was present.

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

A motion was made to approve the October 18, 2021 Highlands Ranch Community Association Finance Committee meeting minutes as presented. The motion was approved unanimously.

Motion: Ron Welk Second: Mikel Wilcox

The Finance Committee then reviewed and discussed the October 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 October 31, 2021, Total Revenues for the Administrative Fund are 5% favorable to budget, respectively.
 - For the month and year-to-date ending October 31, 2021, Total Expenses for the Administrative Fund are 11% and 5% unfavorable to budget, respectively.
 - Year-to-Date Net Revenues for the Administrative Fund before transfers are 6% favorable to budget.

- Recreation Fund:
 - For the month and year-to-date ending October 31, 2021, Total Revenues for the Recreation Fund are 4% favorable to budget, respectively.
 - For the month and year-to-date ending October 31, 2021, Total Expenses for the Recreation Fund are 2% and 7% favorable to budget, respectively.
 - Year-to-Date Net Revenues for the Recreation Fund before transfers are 45% favorable to budget.

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

- Backcountry Fund:
 - For the month and year-to-date ending October 31, 2021, Total Revenues for the Backcountry Fund are 190% and 37% favorable to budget, respectively.
 - For the month and year-to-date ending October 31, 2021, Total Expenses for the Backcountry Fund are 38% favorable and 9% unfavorable to budget, respectively.
 - Year-to-Date Net Revenues for the Backcountry Fund before transfers are 41% unfavorable to budget.

A motion was made to recommend that the HRCA Board of Directors accept the October 31, 2021, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: Brice Kahler Second: Mikel Wilcox

The next Finance Committee meeting is scheduled for Monday December 20, 2021 at 6:00 p.m.

The meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Karen Jackson
Highlands Ranch Community Association, Accounting Manager

**Minutes of the December 20, 2021 Finance Committee Meeting
Highlands Ranch Community Association, Inc.**

Committee Members Present:	Staff Members Present:	Committee Members Absent
Dan DeBacco Ron Welk Mikel Wilcox John Mackowiak Briceson Kahler Leighton Stephenson	John Phibbs, Finance Director Karen Jackson, Accting Manager Sandy Faris, Sr Staff Accountant	Rolands Vilums
		Others Present:
		Melissa Park Brock Norris

Dan DeBacco called the meeting to order at 6:00 p.m. A quorum was present.

The Finance Committee reviewed the November 15, 2021 Finance Committee meeting minutes.

A motion was made to approve the November 15, 2021 Highlands Ranch Community Association Finance Committee meeting minutes as presented. The motion was approved unanimously.

Motion: Mikel Wilcox Second: John Mackowiak

The Finance Committee then reviewed and discussed the November 30, 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 November 30, 2021, Total Revenues for the Administrative Fund are 22% and 6% favorable to budget, respectively.
 - For the month and year-to-date ending November 30, 2021, Total Expenses for the Administrative Fund are 9% and 5% unfavorable to budget, respectively.
 - Year-to-Date Net Revenues for the Administrative Fund before transfers are 9% favorable to budget.

- Recreation Fund:
 - For the month and year-to-date ending November 30, 2021, Total Revenues for the Recreation Fund are 5% and 4% favorable to budget, respectively.
 - For the month and year-to-date ending November 30, 2021, Total Expenses for the Recreation Fund are 2% unfavorable and 6% favorable to budget, respectively.
 - Year-to-Date Net Revenues for the Recreation Fund before transfers are 41% favorable to budget.

**Minutes of the December 20, 2021 Finance Committee Meeting - Continued
Highlands Ranch Community Association, Inc.**

- Backcountry Fund:
 - For the month and year-to-date ending November 30, 2021, Total Revenues for the Backcountry Fund are 155% and 40% favorable to budget, respectively.
 - For the month and year-to-date ending November 30, 2021, Total Expenses for the Backcountry Fund are 15% and 9% unfavorable to budget, respectively.
 - Year-to-Date Net Revenues for the Backcountry Fund before transfers are 46% unfavorable to budget.

A motion was made to recommend that the HRCA Board of Directors accept the November 30, 2021, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: Brice Kahler Second: Leighton Stephenson

The next Finance Committee meeting is scheduled for Monday January 17, 2022 at 6:00 p.m.

The meeting was adjourned at 6:50 p.m.

Respectfully Submitted,

Karen Jackson
Highlands Ranch Community Association, Accounting Manager

Celebrating 20 Years!



HIGHLANDS RANCH
Cultural Affairs Association



HIGHLANDS RANCH
Community Scholarship Fund

**Board of Directors Meeting
January 18, 2021
AGENDA**

- I. Call to Order
- II. Roll Call and Proof of Notice
- III. Approval of Minutes of Action from October 19, 2021
- IV. Reports
 - Accept the Fourth Quarter Financial Statements for HRCAA
 - Accept the Fourth Quarter Financial Statements for HRCSF
 - Accept the Fourth Quarter Financial Statements for HRBCEF
- V. Additional Business
- VI. Adjournment

For additional information contact annie.vincent@hrcaonline.org

Celebrating 20 Years!



HIGHLANDS RANCH
Cultural Affairs Association



HIGHLANDS RANCH
Community Scholarship Fund

**Board of Directors Meeting
October 19, 2021
MINUTES**

- I. Call to Order: 7:13 p.m.
- II. Roll Call and Proof of Notice: Directors Jim Allen, Brock Norris, Scott Lemmon, Melissa Park and Dan DeBacco were present.
- III. Approval of Minutes of Action from July 20, 2021
- ACTION:** A motion was made by Melissa Park and seconded by Brock Norris to approve the July 20, 2021, Minutes. Motion carried.
- IV. Reports
- Accept the Third Quarter Financial Statements for HRCAA, HRCSF and HRBCEF
- ACTION:** A motion was made by Jim Allen and seconded by Dan DeBacco to approve the Third Quarter Financial Statements for HRCAA, HRCSF and HRBCEF. Motion carried.
- Accept the 2022 Budget for the HRCAA, HRCSF and HRBCEF
- ACTION:** A motion was made by Scott Lemmon and seconded by Melissa Park to approve the 2022 Budget for HRCAA, HRCSF and HRBCEF. Motion carried.
- V. New Business: Melissa Park asked for an update about the creation of the Backcountry Public Charity. Discussion occurred about how the HRSCF would be funded for next year.
- VI. Adjournment: 7:21 p.m.

Respectfully Submitted,

Melissa Park, Secretary

For additional information contact annie.vincent@hrcaonline.org

RESOLUTION 22_01_01
OF
HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.

SUBJECT: Board Authorization to initiate judicial foreclosure of the Association's lien for delinquent assessments against the property located at 8898 Chestnut Hill Court, Highlands Ranch, CO 80130.

PURPOSE: To provide evidence of compliance with Colorado Revised Statutes §38-33.3-316 (11)(a)(II) which requires the Board to formally resolve by recorded vote to authorize the filing of a judicial foreclosure against a specific unit on an individual basis.

AUTHORITY: The Community Declaration for Highlands Ranch Community Association, Inc., recorded on September 17, 1981, at Reception No. 274407 in the real property records of Douglas County, Colorado and Colorado law.

RESOLUTION: The Board of Directors of Highlands Ranch Community Association, Inc. has formally resolved, by a recorded vote, to authorize the filing of a judicial foreclosure of the Association's assessment lien on 8898 Chestnut Hill Court, Highlands Ranch, CO 80130. This action was taken at a duly called meeting held on _____ or by written action of the Board of Directors on _____.

PRESIDENT'S CERTIFICATION: The undersigned, being the President of Highlands Ranch Community Association, Inc., certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting or by written action of the Board of Directors, and in witness thereof, the undersigned has subscribed his/her name.

Highlands Ranch Community Association, Inc.

By: _____
President