



# Delegate Meeting

September 20, 2022

6:00 p.m.

Southridge Rec Center

## Business Agenda Items

- |   |           |
|---|-----------|
| I. Call to Order  | 6:00 p.m. |
| II. Guest Speaker   | 6:02 p.m. |
| • Highlands Ranch Library Executive Director Bob Pasicznyuk                           |           |
| III. Proof of Notice of Meeting   | 6:20 p.m. |
| IV. Roll Call/Establishment of Quorum   | 6:23 p.m. |
| V. Approval of Minutes from the Preceding Meeting of the Delegates<br>August 16, 2022 | 6:25 p.m. |
| VI. Member Forum   <i>sign-up in advance; 3-minute time limit</i>                     | 6:27 p.m. |
| VII. Board of Directors Reports   | 6:37 p.m. |
| • Virtual Meeting Survey  |           |
| VIII. General Manager Report   <i>Mike Bailey</i>                                     | 6:47 p.m. |
| IX. Preliminary Budget Discussion   <i>Brice Kahler</i>                               | 6:57 p.m. |
| X. Updates  | 7:17 p.m. |
| • Facilities: Mark Gunther  |           |
| • Backcountry: Mark Giebel  |           |
| XI. Continued/New Business  | 7:27 p.m. |
| XII. Delegate Forum   <i>sign-up in advance; 3-minute time limit</i>                  | 7:35 p.m. |
| XIII. Adjournment   | 7:45 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, October 18, 2022

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# Delegate Meeting Minutes

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**Agenda item:** Guest Speaker

**Presenter:** N/A

**Conclusions:**

Representative Kevin Van Winkle did not attend/present.

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**Agenda item:** Call to Order

**Presenter:** Jim Allen

**Conclusions:**

The meeting was called to order at 6:06 p.m.

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**Agenda item:** Pledge of Allegiance

**Presenter:** N/A

**Conclusions:**

The Pledge of Allegiance took place.

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**Agenda item:** Proof of Notice of Meeting

**Presenter:** Monica Wasden

**Conclusions:**

Monica Wasden confirmed the Proof of Notice of Meeting.

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**Agenda item:** Roll Call/Establishment of Quorum

**Presenter:** Theresa Hill

**Conclusions:**

A quorum was established; 15,989 lots of 31,388 lots were present.

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**Agenda item:** Approval of Minutes for the Meeting of the Delegates for the July 19, 2022 meeting

**Presenter:** Jim Allen

**Conclusions:**

The July 19, 2022 meeting minutes were adopted by unanimous consent.

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**Agenda item:** Member Forum

**Presenter:** N/A

**Conclusions:**

No members presented.

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**Agenda item:** Board of Directors Report

**Presenter:** Jim Allen

**Conclusions:**

Jim Allen presented a PowerPoint covering the Pickleball Grand Opening August 24th and the Eastridge Grand Opening on September 6th. Jim noted that September Delegate and Board meetings will be located at Southridge. Jim also shared progress on the xeriscape project at Eastridge, that the budget process is underway and Backcountry updates related to the cancellation of Movie Nights and the Planned Development Amendment.

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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Conclusions:**

Mike Bailey gave a report highlighting the annual facility closures and the deep cleaning process/building updates that occur at each location during the closures. Mike shared about the Pickleball Grand Opening and the Golf Simulator Grand Opening. Mike presented a PowerPoint summarizing the status of the Eastridge Renovation Project.



**Agenda item:** Community Relations Report

**Presenter:** Jamie Noebel

**Conclusions:**

Jamie Noebel presented a PowerPoint covering past and upcoming events. Summer Events have included: Coffee with a Cop, the Summer Concert Series, Culture on the Green, Curtain Call at the Mansion and Tequila and Tacos. Events happening during next few months include:

- Summer Concert/The Radio Band | Thursday 8/18 at Heritage Park
- Summer Concert/6 Million Dollar Band |Thursday 8/26 at Civic Green Park
- Blood Drive | Thursday 9/1 at Northridge
- Highlands Ranch Pioneer | Thursday 9/8 – Saturday 9/10 at The Mansion
- Doggie Splash | Saturday 9/10 at Westridge
- Oktoberfest | Saturday 9/17 at Town Center
- Fall Craft Show | Saturday 9/24 – Sunday 9/25 at Eastridge
- Veterans Fundraiser Comedy Night | Friday 10/7 @ Southridge
- Indoor Garage Sale | Saturday 10/8 at Eastridge
- Classical Music Series | Tuesday 10/11 at The Mansion
- Paranormal Party | Thursday 10/20 at The Mansion
- Cold Cases & Cocktails | Thursday 10/27 at Southridge

**Agenda item:** Facilities/Operations Report

**Presenter:** N/A

**Conclusions:**

Mike Bailey covered this update during the General Manager Report.

**Agenda item:** Continued/New Business

**Presenter:** Jim Allen

**Conclusions:**

No Continued/New Business.

**Agenda item:** Delegate Forum

**Presenter:** Jim Allen & Delegates

**Discussion:**

District Delegate # 2 | Dennis Epperly: Reported that at the Northridge Facility it looked like limbs were thrown over the fence. Mike Bailey will follow up with Highlands Ranch Metro District.

District Delegate # 2 | Dennis Epperly: Reported that in District 2 a resident complaint came in regarding being reported for parking at Southridge with political advertising showing. This resident stated they had sent several emails to HRCA with no response. Mike Bailey stated this incident is a compliance issue and that he will follow up with counsel if necessary.

**Agenda item:** Adjournment

**Presenter:** Jim Allen

**Conclusions:**

The Meeting of the Delegates was adjourned at 6:42 p.m.

Respectfully submitted,

\_\_\_\_\_  
Monica Wasden, Secretary





Category	Description
Projects & Additions	Eastridge Lobby Renovation Project completed August 29 <sup>th</sup> and re-opened on time Small punch list and 'Day two' items continue to be worked on Official Grand Opening scheduled for September 14 <sup>th</sup>
Projects & Additions	Pickleball courts complete and Grand Opening was a huge success Project budget not to exceed \$75,000 Project total \$72,842
Administrative	Amber Berendowsky accepted Facility Supervisor position at Northridge
Programs	"Love Extended" had about 80 volunteers at the four (4) recreation centers for service opportunities and volunteers completed various projects including general landscaping, cleaning, power washing sidewalks, etc.
Facilities	Eastridge annual closure occurred the week of August 22-29 Projects included parking lot mill and overlay, xeriscaping project phase II, resurface and tiling of indoor leisure pool, deep cleaning of fitness floor, painting, etc.
Eastridge	Completed Youth Wing project consisting of new carpet, new VCT tile flooring and new millwork; project total was \$125,000

**Goals in Progress**

Category	Description
Maintenance	Working with Martin/Martin for analyzation and recommendation on roof replacement for leisure pool at Eastridge
Maintenance	Maintenance working on roof recommendations from CNA for insurance renewal
Administrative	Working on filling Maintenance Services and Janitorial open positions
Projects & Additions	Golf and Multi Sport Simulator @ Southridge: permits received 8.31.22; demo began 9.1.22; installation scheduled for 10.10.22
Programs	Continue to monitor Nursery usage at Westridge for 2023 budget and decisions to open Northridge Nursery
Projects & Additions	Staff finalizing bids for Tennis Pavilion snow shoveling issue Would like to proceed in 2022 with excess reserve funds if approved

**General Updates**

Category	Description
Aquatics	Pools closed on Tuesday, September 6 <sup>th</sup> for the season It was a very successful summer season, and the aquatics team did an amazing job
Administrative	Working on all staff training session for AFS/ AC Opportunity for new staff to get together, training session and team building



September 2022: Department Updates | Community Relations – Jamie Noebel

Goals Achieved	
Category	Description
Advertising	Marketing and Social Media campaigns are in production to promote the fall season of programs and events
Pickleball	The grand opening for the new outdoor pickleball courts was a big hit with over 100 attendees at the two events There were many positive comments made by attendees
Branding	Working on re-education of brand standards throughout the organization
Events	The last two free outdoor concerts occurred this month - “The Radio Band” at Highland Heritage and “The 6 Million Dollar Band” at Civic Green, in partnership with the Metro District) had great attendance to close out the season

Goals in Progress	
Category	Description
Budget	The ComRel team is working on 2023 budgets
Marketing	We are working with the program areas on developing a new Google Ad campaign for fall programs
Branding	Working on re-education of brand standards throughout the organization
Administrative	Preparation for upcoming events and 2023 calendar planning are underway
Events	The reopening of ER will be on 9/14 from 9:00-11:00 a.m. with the ribbon cutting occurring at 10:00 a.m. The reception will include coffee and donuts
Events	September brings another slate of events including the annual signature event series the Highlands Ranch Pioneer Days at the Mansion Pioneer Days is a historic 3-day event that steps back in time, catering to those that seek to learn about the Colorado’s history and Highlands Ranch Local elementary schools participate as part of their history curriculum
Events	The Farmer’s Market in Town Center is ongoing through October and is overflowing with produce
Events	Oktoberfest is right around the corner on 9/17 at Town Center
Events	October 28 will bring a Comedy Night that benefits the American Legion
Events	The Indoor Garage sale is on October 8, 9:00 a.m. – 2:00 p.m.

General Updates	
Category	Description
Events	All events can be found at <a href="https://HRCOnline.org/events">HRCOnline.org/events</a>



**September 2022: Department Updates | Backcountry Wilderness Area – Mark Giebel**

Goals Achieved	
Category	Description
Budget	Final Drafts completed, preparing for Finance Dept. meetings
Administrative	Planned Development application work continues D.C. Zoning meeting and Site Plan work Initial Backcountry staff meetings, 2023 goals and objectives, 2022 summer wrap up
Administrative	Spoke in Rock Canyon H.S. Zoology class one week, brought them out to put up trail cameras the following week for class research/lesson
Projects & Additions	Verizon cell tower has no updates
Maintenance	Heavy July rains created additional, unscheduled work including repairs on trail systems, roads, Base Camp roads, and canopy tents
Maintenance	Routine day-to-day maintenance/repairs occurred including fencing, archery range, base camp, horse corrals, equipment, and trail maintenance, water resources, and vegetation management
Maintenance	Archery range busiest month, consistent monitoring and upkeep of facility, targets, etc.
Maintenance	Mowing and trimming horse corrals, archery range, and base camp
Natural Resources	Herbicide applications throughout the property
Natural Resources	Cattle successfully moved into the Highlands Point Trail System for a week, then north, west of Grigs Road, then east of Grigs Road most recently Cattle will be moved out completely by Oct. 10
Natural Resources	July rain was incredibly beneficial Brown and crispy dry grass to green grass; a 2 <sup>nd</sup> spring Grazing wildlife will benefit tremendously through the winter
Programs	Camps wrapped up and were successful in all categories; safety, revenue, and feedback Not one major incident through the entire summer
501c3	Successful Camp end Fiesta Aug. 6 <sup>th</sup> Welcomed camp families to Base Camp to celebrate the end of the camp season
Hunts	Big game hunts began Sept. 2
Referral to CIS	HRLETF: Expansion of one of their ranges, referred to CIS for comment

Goals in Progress	
Category	Description
Administrative	Will submit Highlands Ranch Planned Development Amendment in September as the next step in the Backcountry Outdoor Center Project
Administrative	Working with the County to determine whether Site Plan needs to be completed now to address zoning or can be part of the larger PD Amendment
Administrative	Continued work with Regis University to plan fall research
Maintenance	Working on additional horse pasture fencing on the south side of Ron King Trail
501(c)3	Planning for Fall Fiesta Planning for Haunted Forest and Fall/Winter Back the Backcountry Initiative Planning for 2023 increase in outreach programs, low cost, and free programs to expand reach

General Updates	
Category	Description
Natural Resources	Elk herd between Grigs and Monarch now exceeds 100 individuals Last year number was 60-70, previous years was 30-50 This herd does not leave that general area, will be important to monitor to see if growth is sustainable or if individuals disperse Proper vegetation management in the form of noxious weed treatments, cattle grazing reduction, and enforcing the winter closure of the Wildcat Mountain area with cameras may be contributing to success
Natural Resources	Turkey population is beyond counting now and they have dispersed and continue to disperse to new areas in all directions



**September 2022: Department Updates | Backcountry Wilderness Area – Mark Giebel**

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Natural Resources	Monitoring elk herd on the property closely to observe how wildlife fencing along 85 may or may not impact movement through the fall/winter Initially seems like population is higher now than ever and we will be able to get a more accurate count this fall/winter
Programs	Archery lessons for August and beyond are cancelled; contractor could not find staff and is retiring We are looking for a new contractor before next summer
501(c)3	The cancellation of Movie Nights made an impact on revenues



September 2022: Department Updates | Programs – Ken Joseph

Goals Achieved	
Category	Description
Programs	<b><u>Intro to Seahawks Swim Program</u></b> In 2022, Intro has expanded to a twice a week program at Westridge. Over 150 swimmers participated so far this year. The focus of Intro to Seahawks is on stroke technique and building endurance to prepare swimmers for the next step to Seahawks Intermediates and other pre-competitive swim programs. This bridge program between swim lessons and pre-competitive programs has provided a great opportunity for many swimmers to test the waters for future opportunities in swimming after completing swim lessons.
Programs	<b><u>Race Series</u></b> When it rains, it pours... or so it seems this summer! The HR Race Series successfully wrapped up the rain-delayed Mountain Bike Series and the Wildcat Mountain Trail Races at the end of August and turned their attention to the final 5K of the summer, the Oktoberfest 5K, which takes place in town center September 17. This race is a fun way to kick off the HRCA Oktoberfest festivities!
Programs	<b><u>Fitness</u></b> The second annual Fitness Expo took place at the end of August with a great turn out! We had ninety-five participants that were able to try different class formats and learn about everything our fitness department has to offer. Fitness continues to grow with larger class sizes and more training clients. The implementation of our new interactive display system in the cycle studio has participants excited. We plan to host cycle challenges in the colder months that can track participants statistics and create friendly competition.
Programs	<b><u>Dance Recital</u></b> We held our summer dance recital on Saturday August 20th. It was a fun event that celebrated our student’s development with a special, “Fun in the Sun” theme that families were able to enjoy.
Programs	<b><u>Camps</u></b> Our summer camps wrapped up on August 5th. We had a busy summer with many full camps that met the interests of a variety of kids from Cooking to STEM, from Gymnastics to Sewing.
Programs	<b><u>Therapeutic Recreation</u></b> August happenings for the TR Program included personal instruction on land and aquatic therapy for individuals. Soccer, Hip Hop, Yoga, and TR Tri Camp were popular offerings. Yoga, Hip Hop, Tae Kwon Do, Thrilling Thursdays, Basketball and Special Olympics Bowling programs continue to serve participants.

Goals in Progress	
Programs	<b><u>Preschool</u></b> The 2022-2023 Preschool year kicked off on September 6-7. We have the largest enrollment at both ER and WR that we have ever had. With seven classes at both centers, teachers and kids are ready to get the year started!
Programs	<b><u>Sports</u></b> In September we are running TKD classes, fencing classes, Soccer Shots, basketball clinics, pee wee soccer and youth volleyball. At the end of the month all adult leagues will restart. We are excited to be offering additional basketball, soccer, and volleyball leagues.
Programs	<b><u>Tennis</u></b> HRCA’s fall tennis programming is packed with fun! The very popular Women’s 4.0 In-House Doubles League has returned to Tuesdays in the Pavilion. The first fifteen-week session of Blocktime has begun at Northridge. The indoor session of the Breakfast Social began playing last week on Tuesdays and Thursdays from 7:30 – 9:00 a.m. at Northridge. The 2.5, 3.0, 3.5, and Senior Mixed Doubles leagues began playing this week, and the next Tennis Social will be held on September 23 from 6:00 – 8:00 p.m. in the Northridge Tennis Pavilion.

General Updates	
Category	Description
Programs	Program teams are busy working on the 2023 Budget & Budget Presentations.



Goals Achieved	
Category	Description
Finance/Assessments	Accounting and Assessments teams have moved back to Eastridge
Assessments	Assessment staff has gone through some changes, but we have three great staff members in place. A team lead is being developed and we will be using the Paralegal Staff in CIS to help with assessments
Assessments	843 late letters were sent out to late homeowner account in August. We have been getting a steady stream of payments coming in
Finance	The search for the new Chief Financial Officer is complete

Goals in Progress	
Category	Description
Budget	Program and Facility staff has meet with the leadership team and gone over each budget in detail Directions were given on how the presentation to the FC and BOD should be handled
Assessments	Forth quarter invoicing is being prepared for delivery to homeowners in Mid-September
Finance	The finance committee is actively looking for additional members



## Business Agenda Items

- I. Call to Order
- II. Roll Call/Establishment of Quorum
- III. Proof of Notice of Meeting
- IV. Consent Agenda:
  - Approval of Board Meeting Minutes of Action from August 2022
  - Approval of Finance Committee Minutes from August 2022
  - Approval of Architectural Review Committee Minutes from August 2022
  - Approval of Development Review Committee Minutes from August 2022
- V. Member Forum
- VI. Director Comments
- VII. Committee Reports
  - Delegate Meeting
  - Finance Committee Meeting
- VIII. General Manager Report
- IX. Continued Business
- X. New Business
- XI. Delegate Forum
- XII. Adjournment

The Board of Directors Meeting follows immediately upon adjournment of Delegate Meeting. The Next Delegate and Board meeting will be held on Tuesday, October 18, 2022

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**Agenda item:** Call to Order **Presenter:** Jim Allen

**Conclusions:**

The meeting was called to order at 6:49 p.m.

**Agenda item:** Establishment of Quorum/Roll Call **Presenter:** Monica Wasden

**Conclusions:**

A quorum was established. Directors Jim Allen, Brock Norris, Melissa Park, Dan DeBacco and Monica Wasden were present.

**Agenda item:** Proof of Notice of Meeting **Presenter:** Monica Wasden

**Conclusions:**

Monica Wasden confirmed the Proof of Notice of Meeting.

**Agenda item:** Consent Agenda **Presenter:** Jim Allen

**Action Items:**

- a. Approval of Board Meeting Minutes of Action from July 2022
- b. Approval of Finance Committee Minutes from July 2022
- c. Approval of Architectural Review Committee Minutes from July 2022
- d. Approval of Development Review Committee Minutes from July 2022

**Conclusions:**

A motion was made by Monica Wasden and seconded by Brock Norris to approve the Consent Agenda. Motion carried.

**Agenda item:** Member Forum **Presenter:** Jim Allen

**Conclusions:**

No members presented.

**Agenda item:** Director Comments **Presenter:** Board of Directors

**Discussions:**

Brock Norris shared his excitement of the Pickleball Grand Opening. Dan DeBacco thanked Emily Arnold and Brian Sheppelman for their work on the Finance Committee and Mark Giebel for his work in the Backcountry.

**Agenda item:** Committee Reports **Presenter:** N/A

**Discussions:**

- a. Delegate Meeting  
No comments made
- b. Finance Committee Meeting | Review of the July 2022 Financials  
Emily Arnold provided a review of the July 2022 Financial Statements that were presented to the Finance Committee on August 15, 2022.

**Conclusions:**

A motion was made by Dan DeBacco and seconded by Melissa Park to approve the July 2022 Financial Statements. Motion carried.



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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Conclusions:**

Mike Bailey thanked Jamie Noebel and her staff for a successful summer of Community Relations events. He thanked Mark Gunther and all facilities staff for their hard work on the Eastridge renovation in addition to an already busy year. Emily Arnold and Brian Sheppelman were recognized for their hard work over the last month as budget season is underway. Mike noted that Jackie Kennedy finished the compensation plan and has been in the process of updating numerous HRCA procedures. Mike finished with the reminder that all staff will return to Eastridge the week of 8/26 and that discussions are in progress regarding further xeriscape/landscaping plans.

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**Agenda item:** Continued Business

**Presenter:** Jim Allen

**Conclusions:**

No new resolutions.

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**Agenda item:** New Business

**Presenter:** Board of Directors

**Discussion:**

Dan DeBacco discussed in-person vs. virtual Delegate and Board meetings. The Board decided to send a survey out to Delegates to have the proper information and feedback to make an educated decision on the future of virtual meetings.

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**Agenda item:** Delegate Forum

**Presenter:** Jim Allen

**Discussion:**

District Delegate # 62 | Nancy Smith: Reported it was difficult to hear during the review of the July 2022 Financials.

District Delegate # 2 | Dennis Epperly: Made comment to the topic of in-person vs. virtual meetings and suggested that for special circumstances HRCA allow Zoom as a convenience.

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**Agenda item:** Adjournment

**Presenter:** Jim Allen

**Conclusions:**

The Meeting of the Delegates was adjourned at 7:10 p.m.

Respectfully submitted,

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*Monica Wasden, Secretary*



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

## FINANCE COMMITTEE MEETING

August 15, 2022

### MEETING MINUTES

#### FC Members Present

Dan DeBacco, Chair  
Ron Welk  
Jennifer Harris  
Briceson Kahler  
Leighton Stephenson  
Mikel Wilcox

#### Staff Members Present

Brian Sheppelman, Corporate  
Compliance Director  
Emily Arnold, Accounting Manger

#### Board Members and Visitors Present

#### FC Members Absent

None

- Dan DeBacco called the Finance Committee meeting to order at 6:01 p.m. A quorum of the Finance Committee Members was present.
- The Finance Committee reviewed the July 18, 2022, Finance Committee meeting minutes.

**A motion was made to approve the July 18, 2022, Highlands Ranch Community Association Finance Committee meeting minutes as presented. The motion was approved.**

**Motion:** Briceson Kahler      **Second:** Mikel Wilcox

The Finance Committee then reviewed and discussed the July 31, 2022, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed. The following specific topics were discussed: A cash flow statement was not included in this month's financials due to changes in staffing. This report will be included in future months. The Finance Committee asked questions regarding Balance Sheet line items and the types of investment HRCA has. The Finance Committee requested getting a trailing 12 report for the operating funds along with a detailed capital and reserve fund income statement in the future.

- **Administrative Fund:**

Current Month Variance to Budget		Year to Date Variance to Budget
Revenue	(\$77,395)	(\$101,359)
Expense	\$30,166	\$122,041
Transfers	\$17,228	\$55,476
Net Revenue	(\$30,001)	\$76,158

- **Recreation Fund:**

Current Month Variance to Budget		Year to Date Variance to Budget
Revenue	\$14,410	\$585,264
Expense	\$94,184	\$382,559
Transfers	\$155,846	\$391,106
Net Revenue	\$265,070	\$1,358,929

- **Backcountry Fund:**

Current Month Variance to Budget		Year to Date Variance to Budget
Revenue	\$33,649	\$88,708
Expense	(\$7,509)	(\$75,027)
Transfers	(\$120,000)	\$0
Net Revenue	\$93,859	\$13,681

**A motion was made to recommend that the HRCA Board of Directors accept the July 31, 2022, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.**

**Motion: Mikel Wilcox Second: Briceson Kahler**

There were continued discussions regarding the 2023 budget process and the committee reiterated the importance of receiving the draft ahead of the joint BOD and Finance Committee meeting coming up in September. The Finance Committee discussed having future Finance Committee meeting virtually vs in person and it was decided that "in person" meetings were more conducive to the work the committee does but would be willing to have virtual meetings when there was inclement weather.

**A motion was made to end the August 15, 2022, Finance Committee meeting. The motion was approved unanimously.**

**Motion: Jennifer Harris Second: Briceson Kahler**

The next Finance Committee meeting is scheduled for Monday September 19, 2022, at 6:00 p.m. at the Eastridge Recreation Center.

Respectfully Submitted,

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Brian Sheppelman  
Highlands Ranch Community Association, Finance Director



# HIGHLANDS RANCH

## COMMUNITY ASSOCIATION

### ARCHITECTURAL REVIEW COMMITTEE

DATE: August 03, 2022

### MEETING MINUTES

#### I. CALL TO ORDER

The meeting was called to order at 5:33 p.m. by Ms. Laurie Al Jerry Jeter, Committee Chair

Roll call was taken, and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Elizabeth Bryant	✓		
Chris Robinson	✓		
Jason Pickett	✓		
Tony Perrone	✓		
Jerry Jeter	✓		
Jeff Rohr	✓		
Don McCandless	✓		
Mollie Anderson	✓		

Also in attendance:

Jayma Wessling CIS Coordinator  
 Matt Cooper Homeowners  
 Clayton Taylor Homeowner

#### II. NEW BUSINESS:

III. Architectural Reviews – The Committee Members reviewed the following submittals.

1. **987 Fairchild** – Addition with 3:12 roof pitch
  - a. Approved by all
2. **4892 Collinsville** – Appointment Artificial Turf variance
  - a. Approved by all
3. **1419 Roadrunner** – Appointment Gazebo and Fence variance
  - a.
4. **9789 Gatesbury Cir** – Gazebo and walkway with variance
  - a. Approved by all
5. **2045 Mountain Sage Cir** – Garage Door
  - a. Approved 8 in favor, 1 not in favor. Resulting in an approval.
6. **7172 Edgewood Dr** – Pavers and artificial turf variance
  - a. Approved by all
7. **9752 Clairton** – Hot tub with variance
  - a. Approved 7 in favor, 2 not in favor. Resulting in an approval.
8. **3081 White Oak Dr** – Accessory building variance
  - a. Not Approved by all

#### IV. DISCUSSION:

- a. Pergola on front of home

With no further business, the regular meeting adjourned at 7:21 p.m.

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Laurie Allred, Architectural Review Committee Chair



# HIGHLANDS RANCH

## COMMUNITY ASSOCIATION

### ARCHITECTURAL REVIEW COMMITTEE

DATE: August 17, 2022

### MEETING MINUTES

#### I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Jerry Jeter, Committee Vice Chair

Roll call was taken, and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Elizabeth Bryant	✓		
Chris Robinson	✓		
Jason Pickett			✓
Tony Perrone	✓		
Jerry Jeter	✓		
Jeff Rohr	✓		
Don McCandless	✓		
Mollie Anderson	✓		

Also in attendance:

Jayma Wessling CIS Coordinator  
 Earl Anderson Architect with Michelle Walters Homeowner  
 Wes and Michelle McAndrew Homeowner  
 Edie Suhr Homeowner

#### II. NEW BUSINESS: Architectural Reviews – The Committee Members reviewed the following submittals.

1. **10734 Riverbrook** – Accent Painting of corbels and porch ceiling
  - a. Approved Rave Red SW 6608 by All
2. **2251 Briargrove** – Patio roof cover
  - a. Denied by All as submitted
3. **2268 Ashwood Ln** – Addition/Remodel
  - a. Motion to Defer by All for more information
4. **2344 Dawson** – Pool
  - a. Approved by all
5. **2925 Oakshire** – Deck Screening
  - a. Approved by All
6. **9562 Desert Willow Way** – Sail Shades
  - a. Denied by All
7. **9688 Dunning Cr** – Sail Shades
  - a. Denied by All
8. **9935 Clyde** – Siding
  - a. Approved by all for entire side elevation
9. **9639 Sydney Ln** – Deck Cover
  - a. Denied by all
10. **2921 Wyecliff** – Raised Garden Beds
  - a. Approved by all

With no further business, the regular meeting adjourned at 7:44 p.m.

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Laurie Allred, Architectural Review Committee Chair



# HIGHLANDS RANCH

## COMMUNITY ASSOCIATION

### COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT AUGUST 2022

#### **ARCHITECTURAL REVIEW COMMITTEE MEETINGS**

The Architectural Review Committee meetings were held in person on August 3 & 17.

#### **SUBMITTALS**

497 requests for improvements were received in August. There are 35 still in progress pending for consultant review or going to the September Architecture Committee meeting.

#### **LETTERS OF NONCOMPLIANCE**

1,452 letters of Notice of Non-Compliance were mailed. The violations included:

- 3 Courtesy Letter
- 15 HRCAs Notified by County
- 4 Remove Non-Compliant Accessory Building
- 3 Air Conditioner/Evaporative cooler - Window
- 1 Non-Complying Portable Basketball Goal
- 1 Chicken Coops/Houses
- 1 Remove Clothes Lines and Hangers
- 36 Commercial Vehicles and/or Trailers
- 2 Submit Deck/ New Replacement
- 1 Submit for Door replacement/ addition/ garage door
- 195 Maintain and Stain Fence
- 202 Staining
  - 1 New/ Extension and Interior Fencing
- 6 Remove inoperable vehicle
- 1 Submit Landscape
- 561 Maintain landscape
- 7 Holiday Lighting
- 14 72-hour rule
- 11 Refrain from Parking on Landscape
- 84 Paint house review
- 2 Submit paint colors
- 1 Store Play Equipment
- 1 Remove Above Ground Pools
- 1 Submit Security/ Surveillance Cameras
- 2 Signs and/or Advertising Devices
- 1 Trash Enclosures
- 163 Comply with trash pickup
- 60 Maintain property
  - 1 No Noxious or Offensive Activity
- 41 Remove unsightly material
- 16 Remove debris and/or trash
- 12 Submit Miscellaneous Improvement
  - 1 Failure to comply
  - 1 Submission of plans

**COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT  
AUGUST 2022**

There were 92 Notice of Violation letters sent in the month of August for the following violations:

- 10 Maintain and Stain Fence
- 53 Staining
  - 1 New/ Extension and Interior Fencing
  - 7 Maintain landscape
- 13 Paint house review
  - 1 Remove Above Ground Pools
- 3 Maintain property
  - 1 Remove unsightly material
- 2 Remove debris and/or trash
- 1 Submit Miscellaneous Improvement

**TRIBUNALS**

There were 2 Tribunals scheduled for the month of August:

- 9550 Cover Creek Drive- Fence Stain
- 9891 Atherton Way- Fence Stain

**COMMERCIAL**

There was no Development Committee Review meeting for August

**Administrative Reviews**

**Sweetgreen, 3620 Highlands Ranch Parkway**

- Revision of approved signage package, Approved/Monument sign not approved for colors

**Rajeunir Medical Spa, 2670 County Line Road**

- Sign Modification – Approved with variance

**Vegan Indian Restaurant, 980 Sgt John Stiles Drive**

- Sign modifications – Approved with variance

**The Learning Experience Early Childhood, 8744 Lucent Blvd**

- SIP Modification - Approved

**ENT Credit Union, 8545 Quebec**

- Site Modification for 2<sup>nd</sup> ITM – Approved

**Douglas County Referrals:**

SP2022-055 Law Enforcement Training Facility shooting range expansion: No Exceptions

DR2022-004 Revisions to Section 18A water supply overlay: No Exceptions

ETF2022-044 Thunder Ridge Homecoming Parade: No Exceptions

ETF2022-036 Ponderosa Homecoming Parade: No Exceptions

EFT2022-030 Run for One: No Exceptions

EFT2022-029 Colorado Run for the Fallen: No Exceptions

EFT2022-018 Chaparral Homecoming Parade: No Exceptions

ZR2022-035 Zones C5/C6 Amendment to Sterling Ranch: No Exceptions

**COMMUNITY IMPROVEMENT SERVICES DEPARTMENT STATUS REPORT  
AUGUST 2022**

**COMMERCIAL NONCOMPLIANCE**

The August Commercial activity totals:

- 28 Emails w/ Owners/Property Managers
- 4 Onsite visits to properties
- 15 Emails w/Commercial Review
- 12 Letters sent
- 4 Phone Calls
- 38 Non-compliant yard signs removed
- 9 Emails with Commercial Review

Issues addressed: Garbage dumping at Village Center, Landscape Maintenance at Highlands Ranch Marketplace by the Property Manager, Political Advertising on vehicles, sign variances for existing and new businesses.

**STATUS LETTER REQUESTS**

Staff processed 195 Status Request letters for August. Of the 195 letters, there were 72 rush orders. Seven orders were cancelled. Violations, including fines and legal fees, were added to applicable accounts.

**COMMERCIAL ESTOPPLE LETTER REQUESTS**

There were two (2) estopple requests during the month of August.



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

## BYLAW COMMITTEE August 9, 2022 MEETING MINUTES

### I. Call to Order

---

The meeting was called to order at 6:36 p.m. by **Mark Dickerson**.

Roll call was taken:

Member Name	Present	Absent	Excused
Monica Wasden		✓	
Nancy Smith	✓		
Frank Tezak	✓		
Pattie McGuinness		✓	
Michael Petruccelli			✓
Mark Dickerson	✓		
Kurt Huffman	✓		
Clinton Cave		✓	
Daniel Anzar		✓	
Rosabel Harrington		✓	

Also in attendance:

Anyssia LeFebre – CIS Paralegal

- II. Consensus that without a quorum, the meeting would be canceled.
- III. With no further business, meeting adjourned at 7:00 p.m.

---

By Law Committee Chairperson  
Mark Dickerson

By Law Committee Co-Chair  
Nancy Smith



# HIGHLANDS RANCH

## COMMUNITY ASSOCIATION

**Highlands Ranch Community Association**

**Financial Statements**

**As of August 31, 2022**

**HRCA Financial Statements**  
**August 31, 2022**  
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# **Highlands Ranch Community Association**

## **Financial Statements**

### **Year to Date By Fund**

**Highlands Ranch Community Association, Inc.**  
**Statement of Revenues and Expenses for All Funds**  
**For the Eight Months Ending August 31, 2022**

	ADMINISTRATIVE		OSCA	RECREATION		BACKCOUNTRY		DEBT SERVICE	ELIMINATIONS	TOTAL
	OPERATING	RESERVE		OPERATING	RESERVE	OPERATING	RESERVE	& PLANT		
<b>Revenues</b>										
Homeowner assessments	\$ 1,530,024	\$ -	\$ -	\$ 11,218,563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,748,587
Homeowner fees	661,565	-	-	-	-	-	-	-	-	661,565
Community improvement services	93,780	-	-	-	-	-	-	-	-	93,780
Legal Revenue	27,933	-	-	-	-	-	-	-	-	27,933
Recreation programs	-	-	-	3,812,479	-	824,431	-	-	-	4,636,910
Facility operations	-	-	-	599,512	-	20,836	-	-	(41,200)	579,148
Community events	150,907	-	-	-	-	-	-	-	-	150,907
Advertising	-	-	-	-	-	-	-	-	-	-
Management Fee Revenue	205,749	-	-	103,246	-	-	-	-	(308,995)	-
Interest and other Revenue	57,389	(29,267)	(21,740)	258,959	28,738	51,121	(9,235)	13,597	-	349,562
<b>Total revenues</b>	<b>2,727,347</b>	<b>(29,267)</b>	<b>(21,740)</b>	<b>15,992,759</b>	<b>28,738</b>	<b>896,388</b>	<b>(9,235)</b>	<b>13,597</b>	<b>(350,195)</b>	<b>19,248,392</b>
<b>Expenses</b>										
Salaries and employee benefits	1,241,755	-	-	7,921,865	-	805,837	-	-	-	9,969,457
Facility operations	15,829	-	-	932,467	25,327	70,260	-	-	-	1,043,883
Depreciation Expense	-	37,984	-	-	-	-	83,950	1,723,968	-	1,845,902
Professional services	262,550	-	-	134,960	-	450	-	-	-	397,960
Advertising	6,964	-	-	46,732	-	-	-	-	-	53,696
Office expenses	108,986	35,716	-	350,356	17	3,203	1,328	-	-	499,606
Insurance	36,720	-	-	259,682	-	23,896	-	-	-	320,298
Interest	-	-	-	-	556	-	-	594,901	-	595,457
Information Technology Expenses	212,447	-	-	650,114	-	-	-	-	-	862,561
Occupancy	46,836	-	-	852,916	-	-	-	-	(41,200)	858,552
Program	2	-	-	872,090	-	168,968	-	-	-	1,041,060
Community events	165,707	-	-	22	-	-	-	-	-	165,729
Conferences, meetings and travel	20,471	-	-	7,219	-	15,596	-	-	-	43,286
Licenses and permits	-	-	-	25,154	-	-	-	-	-	25,154
Dues, subscriptions and memberships	12,777	-	-	9,707	-	-	-	-	-	22,484
Management Fee Expense	103,246	-	-	205,749	-	-	-	-	(308,995)	-
Other operating expenses	10	-	607	2,061	-	-	-	-	-	2,678
<b>Total expenses</b>	<b>2,234,300</b>	<b>73,700</b>	<b>607</b>	<b>12,271,094</b>	<b>25,900</b>	<b>1,088,210</b>	<b>85,278</b>	<b>2,318,869</b>	<b>(350,195)</b>	<b>17,747,763</b>
(Gains) / Losses	-	51,455	-	-	-	-	(42)	27,593	-	79,006
<b>Excess (deficiency) of revenues over expenses</b>	<b>493,047</b>	<b>(154,422)</b>	<b>(22,347)</b>	<b>3,721,665</b>	<b>2,838</b>	<b>(191,822)</b>	<b>(94,471)</b>	<b>(2,332,865)</b>	<b>-</b>	<b>1,421,623</b>
Transfers to Bond Fund	-	-	-	(1,620,501)	-	-	-	1,620,501	-	-
Transfers to Backcountry Fund	-	-	-	(300,000)	-	300,000	-	-	-	-
Transfers for Capital Equipment	(76,482)	-	(28,636)	-	-	-	28,636	-	-	(76,482)
Transfers for Reserves	(131,475)	126,662	(1,718)	(2,966,394)	919,771	(6,680)	8,398	2,127,918	-	76,482
<b>Total transfers</b>	<b>(207,957)</b>	<b>126,662</b>	<b>(30,354)</b>	<b>(4,886,895)</b>	<b>919,771</b>	<b>293,320</b>	<b>37,034</b>	<b>3,748,419</b>	<b>-</b>	<b>-</b>
<b>Net revenues (expenses)</b>	<b>\$ 285,090</b>	<b>\$ (27,760)</b>	<b>\$ (52,701)</b>	<b>\$ (1,165,230)</b>	<b>\$ 922,609</b>	<b>\$ 101,498</b>	<b>\$ (57,437)</b>	<b>\$ 1,415,554</b>	<b>\$ -</b>	<b>\$ 1,421,623</b>

Highlands Ranch Community Association, Inc.  
Balance Sheet for All Funds  
As of August 31, 2022

	ADMINISTRATIVE		OSCA	RECREATION		BACKCOUNTRY		DEBT SERVICE & PLANT	ELIMINATIONS	TOTAL
	OPERATING	RESERVE		OPERATING	RESERVE	OPERATING	RESERVE			
<b>ASSETS</b>										
<b>Current Assets</b>										
<b>Cash &amp; Equivalents</b>										
1000 - Wells Fargo Invest Sweep	\$ 2,500,273	\$ -	\$ -	\$ 3,691,833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,192,106
1002 - Wells Fargo Payroll Checking	170,373	-	-	-	-	-	-	-	-	170,373
1003 - Wells Fargo Rec Operating Checking	-	-	-	(58,316)	-	-	-	-	-	(58,316)
1004 - Wells Fargo BC Operating Checking	-	-	-	-	-	458,143	-	-	-	458,143
1005 - Wells Fargo Admin Operating Checking	96,006	-	-	-	-	-	-	-	-	96,006
<b>Wells Fargo Checking, Payroll and Sweep</b>	<b>2,766,652</b>	-	-	<b>3,633,517</b>	-	<b>458,143</b>	-	-	-	<b>6,858,312</b>
1006 - 1st Bank MM	253,742	-	-	-	-	-	-	-	-	253,742
1008 - Colorado Business Bank MM	-	-	-	-	233,662	-	-	-	-	233,662
1010 - Front Range Bank MM	-	-	-	247,480	-	-	-	-	-	247,480
1012 - PSCU Rec Operating CD	-	-	-	111,118	-	-	-	-	-	111,118
1013 - PSCU Rec Reserve CD	-	-	-	-	115,984	-	-	-	-	115,984
1014 - PSCU Rec Operating Savings	-	-	-	80	-	-	-	-	-	80
1015 - TCF Bank MM	-	-	-	-	237,731	-	-	-	-	237,731
1016 - US Bank Rec Operating	-	-	-	251,479	-	-	-	-	-	251,479
<b>Other Investment Accounts</b>	<b>253,742</b>	-	-	<b>610,157</b>	<b>587,377</b>	-	-	-	-	<b>1,451,276</b>
1017 - WF Bond Fund Suppl. Reserve Trustee	-	-	-	-	-	-	-	1,714,966	-	1,714,966
1020 - Wells Fargo Bond Fund Prepayments	-	-	-	-	-	-	-	263,878	-	263,878
1021 - Wells Fargo Bond Fund Trustee	-	-	-	-	-	-	-	2,343,142	-	2,343,142
<b>Wells Fargo Bond Fund Accounts</b>	-	-	-	-	-	-	-	<b>4,321,986</b>	-	<b>4,321,986</b>
1022 - Morgan Stanley Capital Project Fund	-	-	-	-	-	-	-	-	-	-
1023 - Morgan Stanley Capital Project CD	-	-	-	-	2,375,737	-	-	-	-	2,375,737
1024 - Morgan Stanley OSCA	-	-	(1,925)	-	-	-	-	-	-	(1,925)
1025 - Morgan Stanley OSCA CD	-	-	4,874,788	-	-	-	-	-	-	4,874,788
1026 - Morgan Stanley Rec Reserve MM	-	-	-	-	(7,461)	-	-	-	-	(7,461)
1027 - Morgan Stanley Rec Reserve CD	-	-	-	-	3,692,629	-	-	-	-	3,692,629
<b>Morgan Stanley</b>	-	-	<b>4,872,863</b>	-	<b>6,060,905</b>	-	-	-	-	<b>10,933,768</b>
1028 - RBC Wealth Mgmt Admin Reserve MM	-	237,584	-	-	-	-	-	-	-	237,584
1029 - RBC Wealth Mgmt Admin Reserve CD	-	692,127	-	-	-	-	-	-	-	692,127
1030 - RBC Wealth Mgmt BC Operating MM	-	-	-	-	-	24,952	2	-	-	24,954
1032 - RBC Wealth Mgmt BC Reserve CD	-	-	-	-	-	-	123,886	-	-	123,886
1033 - RBC Wealth Mgmt BC Reserve	-	-	-	-	-	-	88,279	-	-	88,279
1036 - RBC Wealth Mgmt Spec Proj Fund MM	72,808	-	-	-	-	-	-	-	-	72,808
1037 - RBC Wealth Mgmt Spec Proj Fund CD	114,221	-	-	-	-	-	-	-	-	114,221
<b>RBC Wealth Management</b>	<b>187,029</b>	<b>929,711</b>	-	-	-	<b>24,952</b>	<b>212,167</b>	-	-	<b>1,353,859</b>
Cash on Hand	(1,200)	-	-	2,718	-	-	-	-	-	1,518
<b>Total Cash &amp; Equivalents</b>	<b>3,206,223</b>	<b>929,711</b>	<b>4,872,863</b>	<b>4,246,392</b>	<b>6,648,282</b>	<b>483,095</b>	<b>212,167</b>	<b>4,321,986</b>	-	<b>24,920,719</b>
<b>Accounts Receivable</b>										
1100 - AR-Assessments & Legal	103,236	-	-	217,517	-	-	-	-	-	320,753
1105 - Allowance for Doubtful Accounts	994	-	-	(72,186)	-	-	-	-	-	(71,192)
1180 - AR- Covenants & Legal	140,950	-	-	-	-	-	-	-	-	140,950
1191 - Accrued Interest Receivable	-	-	20,359	-	7,463	-	-	5,071	-	32,893
<b>Total Accounts Receivable</b>	<b>245,180</b>	-	<b>20,359</b>	<b>145,331</b>	<b>7,463</b>	-	-	<b>5,071</b>	-	<b>423,404</b>
<b>Other Current Asset</b>										
1195 - Miscellaneous Receivable	6,426	-	-	41,325	-	6,007	(79)	-	-	53,679
1196 - Misc Rec - PM Shared Credit	-	-	-	19,672	-	-	-	-	-	19,672
1200 - Prepaid Expense	29,846	-	-	135,601	-	1,052	-	-	-	166,499
1205 - Prepaid Insurance	-	-	-	(17)	-	-	-	-	-	(17)
1210 - Inventory	-	-	-	42,427	-	-	-	-	-	42,427
1225 - Undeposited Funds	743	-	-	-	-	-	-	-	-	743
<b>Total Other Current Asset</b>	<b>37,015</b>	-	-	<b>239,008</b>	-	<b>7,059</b>	<b>(79)</b>	-	-	<b>283,003</b>
<b>Total Current Assets</b>	<b>3,488,418</b>	<b>929,711</b>	<b>4,893,222</b>	<b>4,630,731</b>	<b>6,655,745</b>	<b>490,154</b>	<b>212,088</b>	<b>4,327,057</b>	-	<b>25,627,126</b>
<b>Fixed Assets</b>										
Fixed Assets - Cost	17,318	541,730	-	69,270	-	-	1,314,290	77,319,246	-	79,261,854
Fixed Assets - Accumulated Depreciation	-	(422,554)	-	-	-	-	(830,905)	(43,929,963)	-	(45,183,422)
<b>Total Fixed Assets</b>	<b>17,318</b>	<b>119,176</b>	-	<b>69,270</b>	-	-	<b>483,385</b>	<b>33,389,283</b>	-	<b>34,078,432</b>
<b>Other Assets</b>										
1110 - PM Cash Clearing	-	-	-	30,492	-	-	-	-	-	30,492
1250 - Interfund Receivable	17,081	24,000	6,500	249,288	11,675	109,331	-	-	(417,875)	-
1255 - Loan from OSCA Loan Receivable	-	-	262,500	-	-	-	-	-	(262,500)	-
1600 - 1999 Bond Issuance Costs	-	-	-	-	-	-	-	50,570	-	50,570
<b>Total Other Assets</b>	<b>17,081</b>	<b>24,000</b>	<b>269,000</b>	<b>279,780</b>	<b>11,675</b>	<b>109,331</b>	-	<b>50,570</b>	<b>(680,375)</b>	<b>81,062</b>
<b>Total ASSETS</b>	<b>\$ 3,522,817</b>	<b>\$ 1,072,887</b>	<b>\$ 5,162,222</b>	<b>\$ 4,979,781</b>	<b>\$ 6,667,420</b>	<b>\$ 599,485</b>	<b>\$ 695,473</b>	<b>\$ 37,766,910</b>	<b>\$ (680,375)</b>	<b>\$ 59,786,620</b>

Highlands Ranch Community Association, Inc.  
Balance Sheet for All Funds  
As of August 31, 2022

	ADMINISTRATIVE		OSCA	RECREATION		BACKCOUNTRY		DEBT SERVICE & PLANT	ELIMINATIONS	TOTAL
	OPERATING	RESERVE		OPERATING	RESERVE	OPERATING	RESERVE			
<b>LIABILITIES &amp; EQUITY</b>										
<b>Current Liabilities</b>										
<b>Accounts Payable</b>										
2000 - Accounts Payable	56,307	-	-	174,683	158,576	721	-	-	-	390,287
2015 - Accrued Bond Interest Payable	-	-	-	-	-	-	-	382,437	-	382,437
2025 - Preschool Scrips Pass Through	-	-	-	-	-	-	-	-	-	-
<b>Total Accounts Payable</b>	<b>56,307</b>	<b>-</b>	<b>-</b>	<b>174,683</b>	<b>158,576</b>	<b>721</b>	<b>-</b>	<b>382,437</b>	<b>-</b>	<b>772,724</b>
<b>Other Current Liability</b>										
2005 - Accrued Accounts Payable	69,556	-	-	69,568	263	102,875	-	-	-	242,262
2006 - Accrued AP - PM Shared Credit	-	-	-	58,038	-	-	-	-	-	58,038
2008 - Lease Liability	16,255	-	-	65,022	-	-	-	-	-	81,277
2009 - Colorado Payback	5,916	-	-	11,294	-	3,658	-	-	-	20,868
2020 - Sales Taxes Payable - State	-	-	-	-	-	-	-	-	-	-
2045 - Accrued Payroll & Vacation Expense	77,585	-	-	203,445	-	28,194	-	-	-	309,224
2050 - AFLAC Pre-Tax	528	-	-	301	-	-	-	-	-	829
2055 - Cafeteria Plan EE Contribution	-	-	-	-	-	-	-	-	-	-
2060 - Health Savings Acct EE Cont	-	-	-	-	-	-	-	-	-	-
2100 - Unearned Assessments	57,083	-	-	796,135	-	-	-	-	-	853,218
2101 - Deferred Assessments	257,106	-	-	1,401,029	-	-	-	-	-	1,658,135
2102 - Unearned CIS Fines & Fees	522,983	-	-	-	-	-	-	-	-	522,983
2105 - Unearned Program & Facilities Revenue	24,453	-	-	1,004,118	-	(6,254)	-	-	-	1,022,317
2110 - Unearned Other Revenue	-	-	-	42,035	-	58,139	-	-	-	100,174
2125 - Prepaid Vegetation Mngt (Xcel)	-	-	-	-	-	13,498	-	-	-	13,498
2130 - Prepaid Natural Resource Mngt -Elk	-	-	-	-	-	10,282	-	-	-	10,282
2135 - Prepaid Water Line Easment	-	-	-	-	-	8,586	-	-	-	8,586
2250 - Interfund Payable	305,072	-	583	18,345	51,712	38,912	932	2,319	(417,875)	-
<b>Total Other Current Liability</b>	<b>1,336,537</b>	<b>-</b>	<b>583</b>	<b>3,669,330</b>	<b>51,975</b>	<b>257,890</b>	<b>932</b>	<b>2,319</b>	<b>(417,875)</b>	<b>4,901,691</b>
<b>Total Current Liabilities</b>	<b>1,392,844</b>	<b>-</b>	<b>583</b>	<b>3,844,013</b>	<b>210,551</b>	<b>258,611</b>	<b>932</b>	<b>384,756</b>	<b>(417,875)</b>	<b>5,674,415</b>
<b>Long Term Liabilities</b>										
2255 - Loan from OSCA Loan Payable	-	-	-	-	262,500	-	-	-	(262,500)	-
2600 - Bonds Payable - 1999 Series	-	-	-	-	-	-	-	-	-	-
2610 - Bonds Payable - 2004 Series	-	-	-	-	-	-	-	8,570,000	-	8,570,000
<b>Total Long Term Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>262,500</b>	<b>-</b>	<b>-</b>	<b>8,570,000</b>	<b>(262,500)</b>	<b>8,570,000</b>
<b>Equity</b>										
Restricted Fund Balance	38,659	309,868	1,237,500	-	2,926,527	-	157,779	-	-	4,670,333
Retained Earnings	1,806,225	790,779	3,976,840	2,301,001	2,345,234	239,374	594,199	27,396,602	-	39,450,254
Net Income	285,091	(27,759)	(52,701)	(1,165,231)	922,608	101,499	(57,438)	1,415,554	-	1,421,623
<b>Total Equity (Fund Balance)</b>	<b>2,129,975</b>	<b>1,072,888</b>	<b>5,161,639</b>	<b>1,135,770</b>	<b>6,194,369</b>	<b>340,873</b>	<b>694,540</b>	<b>28,812,156</b>	<b>-</b>	<b>45,542,210</b>
<b>Total LIABILITIES &amp; EQUITY</b>	<b>\$ 3,522,819</b>	<b>\$ 1,072,888</b>	<b>\$ 5,162,222</b>	<b>\$ 4,979,783</b>	<b>\$ 6,667,420</b>	<b>\$ 599,484</b>	<b>\$ 695,472</b>	<b>\$ 37,766,912</b>	<b>\$ (680,375)</b>	<b>\$ 59,786,625</b>

**Highlands Ranch Community Association**

**Income Statement**

**Actual to Budget Analysis  
by  
Operating Funds**

**HRCA Administrative Fund**  
**Variance Analysis - Actual vs. Budget**  
**For the Eight Months Ended August 31, 2022**

	Current Month				Year To Date			
	Actual	Budget	Variance		Actual	Budget	Variance	
			\$	%			\$	%
<b>Revenues</b>								
Homeowner assessments	\$ 193,195	\$ 191,000	\$ 2,195	1%	\$ 1,530,024	\$ 1,528,000	\$ 2,024	0%
Homeowner fees	108,401	112,909	(4,508)	(4%)	661,567	774,833	(113,267)	(15%)
Community improvement services	10,800	10,500	300	3%	93,780	84,000	9,780	12%
Legal Revenue	2,513	3,417	(904)	(26%)	27,933	27,333	599	2%
Community events	15,753	12,333	3,420	28%	150,907	113,667	37,241	33%
Management Fee	17,841	9,000	8,841	98%	205,749	235,500	(29,751)	(13%)
Interest and other revenue	2,141	3,413	(1,271)	(37%)	57,387	57,300	87	0%
<b>Total revenues</b>	<b>350,644</b>	<b>342,571</b>	<b>8,073</b>	<b>2%</b>	<b>2,727,347</b>	<b>2,820,633</b>	<b>(93,286)</b>	<b>(3%)</b>
<b>Expenses</b>								
Salaries and employee benefits	129,047	162,385	33,338	21%	1,241,757	1,311,681	69,924	5%
Facility operations	3,247	1,417	(1,831)	(129%)	15,829	11,333	(4,496)	(40%)
Professional services	28,262	43,365	15,103	35%	275,488	346,389	70,901	20%
Advertising	586	-	(586)		6,964	10,000	3,036	30%
Office expenses	15,643	10,876	(4,767)	(44%)	108,989	87,005	(21,984)	(25%)
Insurance	5,255	10,753	5,498	51%	36,721	75,517	38,797	51%
Information Technology Expenses	21,402	24,825	3,423	14%	199,502	188,706	(10,797)	(6%)
Occupancy	6,451	5,833	(618)	(11%)	46,835	46,668	(167)	0%
Community events	17,738	15,708	(2,030)	(13%)	165,711	177,717	12,006	7%
Conferences, meetings and travel	3,884	2,350	(1,534)	(65%)	20,470	18,800	(1,670)	(9%)
Dues, subscriptions and memberships	877	2,163	1,286	59%	12,778	17,300	4,522	26%
Management Fee	12,161	13,750	1,589	12%	103,246	110,000	6,754	6%
Other operating expenses	10	583	574	98%	10	4,667	4,657	100%
<b>Total expenses</b>	<b>244,564</b>	<b>294,007</b>	<b>49,443</b>	<b>17%</b>	<b>2,234,301</b>	<b>2,405,783</b>	<b>171,482</b>	<b>7%</b>
<b>Transfers</b>								
Transfers - Capital Equipment	76,482	37,294	(39,188)	(105%)	76,482	89,500	13,018	15%
Transfers to Admin. Reserve Fund	4,083	18,666	14,583	78%	131,475	149,328	17,853	12%
<b>Total transfers</b>	<b>80,565</b>	<b>55,960</b>	<b>(24,605)</b>	<b>(44%)</b>	<b>207,957</b>	<b>238,828</b>	<b>30,871</b>	<b>13%</b>
<b>Total expenses after transfers</b>	<b>325,129</b>	<b>349,967</b>	<b>24,838</b>	<b>7%</b>	<b>2,442,257</b>	<b>2,644,611</b>	<b>202,353</b>	<b>8%</b>
<b>Net revenue (expense)</b>	<b>\$ 25,516</b>	<b>\$ (7,396)</b>	<b>\$ 32,912</b>	<b>(445%)</b>	<b>\$ 285,090</b>	<b>\$ 176,023</b>	<b>\$ 109,067</b>	<b>62%</b>

Variance materiality = \$10k and 10%

**Variance Discussion - MTD Actual vs. Budget**

- A** - Salaries (\$21K) and employee benefits (\$12K) lower than expected
- B** - Legal fees lower than expected
- C** - Current month includes capital expenditures for pickleball courts, golf simulator, and xeriscaping
- D** - We ceased transferring funds for Salary Survey in July. Funds to be moved back to Operating in Sept.

**Variance Discussion - YTD Actual vs. Budget**

- A** - Lower transfer fees, legal fees, and status letter fees than budgeted
- B** - Several events have exceeded budget year to date including Cold Cases and Cocktails, Misc Tastings, Spring Bazaar, and Super Hero.
- C** - Legal fees charged to Rec lower than budgeted for the year
- D** - Legal fee actuals lower than expected
- E** - Budget did not include Q1 newsletter and printing costs due to Covid
- F** - Insurance premiums allocated to Admin lower than budgeted
- G** - Includes capital expenditures for pickleball courts, golf simulator, and xeriscaping
- H** - We ceased transferring funds for Salary Survey in June. Funds to be moved back to Operating in Sept.

**Administrative Fund Community Events  
YTD August 31, 2022**

	<b>Revenue</b>	<b>Expense</b>	<b>Profit/(Loss)</b>
Adult Swim Night	871	900	(29)
Beer Festival	45,926	33,034	12,892
Cold Cases & Cocktails	11,988	1,287	10,702
Doggie Splash	250	43	207
Easter Egg Hunt	600	1,482	(882)
Fall Craft Show			-
Farmers Market	3,500	36	3,464
Father Daughter Sweetheart Ball	17,830	18,323	(493)
Garage Sale			-
General	170	7,563	(7,393)
Glow in the Dark Yoga	982	936	46
HRCA Camp Cups			-
HRCA Socks			-
Hometown Holiday Celebration		479	(479)
House Decorations			-
Jewelry Show	1,252	-	1,252
July 4th Fireworks		58,461	(58,461)
July 4th Parade	6,163	18,503	(12,340)
Miscellaneous Pop Up Events		561	(561)
Miscellaneous Tastings	6,688	337	6,351
Oaked & Smoked	24,205	12,401	11,804
Paranormal Party			-
Princess Teas	2,136	444	1,692
Rose in the Ranch			-
Recycling Events		150	(150)
Spirit Tastings			-
Spring Bazaar	12,056	241	11,815
Super Hero Party	2,700	1,423	1,277
Tequila and Tacos	13,590	9,108	4,482
Touch a Truck	-	-	-
	<b>150,907</b>	<b>165,711</b>	<b>(14,804)</b>

Comm. Relations & Marketing  
FY22 Budget by Month

	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Total Budget
<b>4400 - Community Events Revenue</b>													
Tacos and Tequila								9,500					11,000
Adult Swim Night						1,500	-	-					1,500
Rose in the Ranch			-								3,500		3,500
Cold Cases and Cocktails	-	-	3,000	-	-	-	-	-	-	3,000	-	-	6,000
Miscellaneous Pop Up Events	83	83	83	83	83	83	83	83	83	83	83	83	1,000
HRCA Socks	-											100	100
Easter Egg Hunt			-	500									500
July 4th Parade							2,000						2,000
Farmers Market				500	1,000	1,000	1,500	1,000	1,000	500	500		7,000
Hometown Holiday Celebration												500	500
Beer Festival						45,000							45,000
Spirit Tastings	500	500											1,000
Spring Bazaar			10,000										10,000
Garage Sale					-				1,500				1,500
Fall Craft Show									-	15,000			15,000
Miscellaneous Tastings	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Doggie Splash	-	-	-	-	-	-	-	-	3,000				3,000
Paranormal Party										4,500			4,500
Jewelry Show											10,000		10,000
Touch a Truck					-			4,500					2,000
Glow in the Dark Yoga										1,200			1,200
Father Daughter Sweetheart Ball		18,000											18,000
Oaked & Smoked							12,000						12,000
Super Hero Party								1,000			-		2,000
Princess Teas			2,000							-		2,000	4,000
	833	18,833	15,333	1,333	1,333	47,833	15,833	16,333	5,833	24,533	14,333	2,933	165,300
<b>5100 - Community Events Expense</b>													
Tacos and Tequila								9,500					9,500
July 4th Fireworks							60,000						60,000
Adult Swim Night						700	-	-					700
House Decorating				-						75		75	150
Rose in the Ranch			-								2,000		2,000
Cold Cases and Cocktails	-	-	600	-	-	-	-	-	-	600	-	-	1,200
Senior Fair											150		150
Miscellaneous Pop Up Events	83	83	83	83	83	83	83	83	83	83	83	83	1,000
General	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Easter Egg Hunt			-	3,000									3,000
July 4th Parade						15,000	15,000						30,000
Farmers Market							250						250
Hometown Holiday Celebration												15,000	15,000
Beer Festival						35,000							35,000
Spirit Tastings	750	750											1,500
Spring Bazaar				1,000									1,000
Garage Sale									700				700
Fall Craft Show									-	1,000			1,000
Miscellaneous Tastings	208	208	208	208	208	208	208	208	208	208	208	208	2,500
Doggie Splash									200				200
Paranormal Party				-						2,500			2,500
Jewelry Show											1,000		1,000
Touch a Truck					-			4,500					4,500
Glow in the Dark Yoga										900			900
Father Daughter Sweetheart Ball	9,320	3,680											13,000
Oaked & Smoked							12,000						12,000
Super Hero Party								1,000			-		1,000
Princess Teas									-			2,000	2,000
	10,778	5,138	1,308	4,708	708	51,408	87,958	15,708	1,608	5,783	3,858	17,783	206,750
<b>Net Income</b>	<b>(9,945)</b>	<b>13,695</b>	<b>14,025</b>	<b>(3,375)</b>	<b>625</b>	<b>(3,575)</b>	<b>(72,125)</b>	<b>625</b>	<b>4,225</b>	<b>18,750</b>	<b>10,475</b>	<b>(14,850)</b>	<b>(41,450)</b>

**HRCRA Recreation Fund**  
**Variance Analysis - Actual vs. Budget**  
**For the Eight Months Ended August 31, 2022**

	Current Month				Year To Date			
	Actual	Budget	Variance		Actual	Budget	Variance	
			\$	%			\$	%
<b>Revenues</b>								
Homeowner assessments	\$ 1,402,602	\$ 1,402,500	\$ 102	0%	\$ 11,218,563	\$ 11,220,000	\$ (1,437)	0%
Community improvement services	-	-	-		-	-	-	
Recreation programs	379,036	329,153	49,883	15% A	3,812,478	3,420,412	392,066	11% A
Facility operations	69,658	53,263	16,396	31%	599,512	522,861	76,651	15% B
Community events	-	-	-		-	-	-	
Advertising	-	-	-		-	-	-	
Management Fee	12,161	13,750	(1,589)	(12%)	103,246	110,000	(6,754)	(6%)
Interest and other revenue	23,511	1,667	21,844	1,311%	258,958	47,583	211,375	444% C
<b>Total revenues</b>	<b>1,886,969</b>	<b>1,800,332</b>	<b>86,637</b>	<b>5%</b>	<b>15,992,757</b>	<b>15,320,857</b>	<b>671,900</b>	<b>4%</b>
<b>Expenses</b>								
Salaries and employee benefits	931,398	1,105,704	174,306	16% B	7,923,248	8,788,592	865,344	10% D
Facility operations	175,059	117,060	(57,999)	(50%) C	931,089	739,655	(191,434)	(26%) E
Professional services	24,372	33,883	9,511	28%	275,397	303,611	28,214	9%
Advertising	4,298	6,000	1,702	28%	46,732	48,000	1,268	3%
Office expenses	52,570	39,493	(13,077)	(33%)	350,351	315,943	(34,408)	(11%) F
Insurance	23,123	32,259	9,136	28%	259,681	258,069	(1,612)	(1%)
Interest	-	-	-		-	-	-	
Information Technology Expenses	81,181	62,126	(19,055)	(31%)	509,678	497,010	(12,668)	(3%)
Occupancy	139,314	99,905	(39,409)	(39%) D	852,912	765,779	(87,133)	(11%) G
Program	115,794	80,174	(35,620)	(44%) E	872,113	689,236	(182,877)	(27%) H
Community events	-	-	-		-	-	-	
Conferences, meetings and travel	1,046	500	(546)	(109%)	7,218	4,000	(3,218)	(80%)
Licenses and permits	3,067	4,292	1,225	29%	25,153	34,878	9,725	28%
Dues, subscriptions and memberships	16	333	318	95%	9,707	2,667	(7,041)	(264%)
Management Fee	17,841	9,000	(8,841)	(98%)	205,749	224,000	18,251	8%
Other operating expenses	1,278	83	(1,195)	(1,434%)	2,063	2,667	604	23%
<b>Total Expenses</b>	<b>1,570,358</b>	<b>1,590,813</b>	<b>20,455</b>	<b>1%</b>	<b>12,271,092</b>	<b>12,674,107</b>	<b>403,014</b>	<b>3%</b>
<b>Transfers</b>								
Transfers for capital equipment	-	-	-		-	-	-	
Transfers to Rec. Reserve	385,714	429,464	43,750	10% F	2,966,394	3,407,817	441,423	13% I
Transfers to Bond Fund	108,908	108,908	(0)	0%	1,620,501	1,613,934	(6,567)	0%
Transfers to Backcountry Fund	37,500	37,500	-	0%	300,000	300,000	-	0%
<b>Total Transfers</b>	<b>532,122</b>	<b>575,872</b>	<b>43,750</b>	<b>8%</b>	<b>4,886,895</b>	<b>5,321,751</b>	<b>434,856</b>	<b>8%</b>
<b>Total Expenses after Transfers</b>	<b>2,102,480</b>	<b>2,166,685</b>	<b>64,205</b>	<b>3%</b>	<b>17,157,987</b>	<b>17,995,858</b>	<b>837,870</b>	<b>5%</b>
<b>Net Revenue (Expense)</b>	<b>\$ (215,511)</b>	<b>\$ (366,353)</b>	<b>\$ 150,842</b>	<b>(41%)</b>	<b>\$ (1,165,230)</b>	<b>\$ (2,675,001)</b>	<b>\$ 1,509,771</b>	<b>(56%)</b>
					(0)		(0)	

Variance materiality = \$25k and 10%

**HRCR Recreation Fund  
Variance Analysis - Actual vs. Budget (AvB)**

**Variance Discussion - MTD Actual vs. Budget**

---

- A** - Positive variance is due to better than expected participation across many programs, primarily arts education and youth sports
- B** - Salaries (\$155K-primarily program staff and lifeguards) and employee benefits (\$19K) lower than expected. There were 27 open positions at end of August.
- C** - Facility Operations for August includes maintenance of gym and racquetball court floors; concrete curb removal, replacement and repairs; restriping; and lighting issues at Southridge
- D** - Occupancy expense for August has unfavorable variance due to invoices for back months and higher than predicted SunShare (community solar garden) bills .
- E** - Program expenses exceed budget due to greater program participation and increased revenue
- F** - We ceased transferring funds for Salary Survey in July. Funds to be moved back to Operating in Sept.

**Variance Discussion - YTD Actual vs. Budget**

---

- A** - Positive variance is due to better than expected participation across many programs, primarily youth sports, tumbling, tennis, and arts & education; offset by Preschool and Day Camp unfavorable variance).
- B** - Favorable variance for facility operations primarily due to \$44K for Admin lease of ER offices. In addition, facility rentals were higher than predicted for tennis, batting cages, golf simulator, and guest fees.
- C** - Other Revenue favorable variance primarily relates to unbudgeted Grant Revenue for Preschool and Day Camps in 2022, currently \$21K/month.
- D** - Salaries (\$690K-primarily program staff and lifeguards) and employee benefits (\$175K) lower than expected.
- E** - Facility operations YTD unfavorable variance due to higher than budgeted pool maintenance expenses and Maint & Supplies expenses due to timing vs. budget plus recent change in capitalization policy with higher thresholds; higher snow removal costs; higher uniform costs.
- F** - Office expenses exceeded budget due to higher bank, credit card, and Paylease fees
- G** - Occupancy expenses exceeded budget YTD due to higher than anticipated utility bills (gas, electric, water)
- H** - Program expenses exceed budget due to greater program participation and increased revenue
- I** - The transfer between Rec Op and Rec Reserve for capital reserves was suspended for May and started back up at a reduced rate beginning in June due to revising the Eastridge remodel project spend. Additionally, transfers suspended for Salary Survey.

**HRCA Backcountry Fund**  
**Variance Analysis - Actual vs. Budget (AvB)**  
**For the Eight Months Ended August 31, 2022**

	Current Month				Year To Date			
	Actual	Budget	Variance		Actual	Budget	Variance	
			\$	%			\$	%
<b>Revenues</b>								
Recreation programs	\$ 96,548	\$ 100,000	(3,452)	-3%	\$ 824,431	\$ 724,800	99,631	14% <b>A</b>
Facility operations	18,099	13,954	4,145	30%	71,458	81,632	(10,174)	-12% <b>B</b>
Interest and other revenue	500	8	492	6150%	500	64	436	681%
<b>Total revenues</b>	<b>115,147</b>	<b>113,962</b>	<b>1,185</b>	<b>1%</b>	<b>896,389</b>	<b>806,496</b>	<b>89,893</b>	<b>11%</b>
<b>Expenses</b>								
Salaries and employee benefits	92,836	91,456	(1,380)	-2%	805,837	726,579	(79,258)	-11% <b>C</b>
Facility operations	16,704	8,500	(8,204)	-97% <b>A</b>	70,260	83,750	13,490	16% <b>D</b>
Professional services	-	-	-		450	3,100	2,650	85%
Office expenses	181	816	635	78%	3,203	8,032	4,829	60%
Insurance	2,066	3,500	1,434	41%	23,896	28,000	4,104	15%
Program	14,666	6,500	(8,166)	(126%) <b>B</b>	168,968	129,400	(39,568)	(31%) <b>E</b>
Conferences, meetings and travel	1,869	5,000	3,131	63%	15,596	21,000	5,404	26%
Licenses and permits	-	110	110	100%	-	880	880	100%
<b>Total expenses</b>	<b>128,324</b>	<b>115,882</b>	<b>(12,442)</b>	<b>(11%)</b>	<b>1,088,210</b>	<b>1,000,741</b>	<b>(87,469)</b>	<b>(9%)</b>
<b>Transfers</b>								
Transfer To B.C. Reserve Fund	835	835	-	0%	6,680	6,680	-	0%
Transfer from Recreation Fund	(37,500)	(37,500)	-	0%	(300,000)	(300,000)	-	0%
<b>Total transfers</b>	<b>(36,665)</b>	<b>(36,665)</b>	<b>-</b>	<b>0%</b>	<b>(293,320)</b>	<b>(293,320)</b>	<b>-</b>	<b>0%</b>
<b>Total expenses after transfers</b>	<b>91,659</b>	<b>79,217</b>	<b>(12,442)</b>	<b>(16%)</b>	<b>794,890</b>	<b>707,421</b>	<b>(87,469)</b>	<b>(12%)</b>
<b>Net revenue (expense)</b>	<b>\$ 23,488</b>	<b>\$ 34,745</b>	<b>\$ (11,257)</b>	<b>(32%)</b>	<b>\$ 101,499</b>	<b>\$ 99,075</b>	<b>\$ 2,424</b>	<b>2%</b>
	0	-	0		(0)	-	(0)	

Variance materiality = \$5k and 10%

**Variance Discussion - MTD Actual vs. Budget**

- A** - 7.8k of variance due to Sunland Asphalt invoice for installation of 6 speed bumps. Under new cap guidelines (\$20K for facilities improvements) this budgeted reserve item was expensed.
- B** - Difference primarily due to higher than anticipated expense in horse trail rides and youth camp (due to increased participation), and expenses associated with the new mountain bike fundamental skills program (added this year).

**Variance Discussion - YTD Actual vs. Budget**

- A** - Favorable variance due to better than expected participation in horse trail rides (\$27K) and youth camp (\$59K), and the new mountain bike fundamental skills program that was added this year (\$7k).
- B** - Variance primarily due lower than expected cell tower lease revenue.
- C** - Program staff expense higher than budgeted due to labor market challenges and better than expected participation in horse trail rides and youth camp.
- D** - Variance due to lower expenses in Vegetation, Natural Resource and Noxious Weed management; plus \$3.5K reimbursement received from Douglas County for prairie dog control.
- E** - Variance due to \$27K higher than budgeted expenses in Horse Trail Rides and \$7K higher than budget expense for Youth Camp, both due to increased participation. Additionally, 5K in mountain bike expenses were incurred this year that were not budgeted for, as it was a newly added program in 2022.

**Highlands Ranch Community Association**

**Income Statement**

**Operating Fund Analysis**

**Current Month and Year to Date**

**HRCA**  
**Statement of Revenues and Expenses**  
**For the Month Ending August 31, 2022**

	Current Month Actuals				Current Month Budget				Current Month Variance				Month to Date % Variance				
	Admin	Rec	BC	Total	Admin	Rec	BC	Total	Admin	Rec	BC	Total	Admin	Rec	BC	Total	
<b>Revenues</b>																	
Homeowner assessments and fees	193,195	1,402,602	-	1,595,797	191,000	1,402,500	-	1,593,500	2,195	102	-	2,297	1%	0%	-	0%	
Homeowner fees	108,401	-	-	108,401	112,909	-	-	112,909	(4,508)	-	-	(4,508)	-4%	-	-	-4%	
Community Improvement Services	10,800	-	-	10,800	10,500	-	-	10,500	300	-	-	300	3%	-	-	3%	
Recreation programs	2,513	379,036	96,548	478,097	3,417	329,153	100,000	432,569	(904)	49,883	(3,452)	45,528	-26%	15%	-3%	11%	
Facility operations	-	69,658	18,099	87,757	-	53,263	13,954	67,217	-	16,396	4,145	20,540	-	31%	30%	31%	
Community Events	15,753	-	-	15,753	12,333	-	-	12,333	3,420	-	-	3,420	28%	-	-	28%	
Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Management Fee	17,841	12,161	-	30,002	9,000	13,750	-	22,750	8,841	(1,589)	-	7,252	98%	-12%	-	32%	
Interest and other revenue	2,141	23,511	500	26,152	3,413	1,667	8	5,087	(1,271)	21,844	492	21,065	-37%	1311%	6150%	414%	
<b>Total revenues</b>	<b>350,644</b>	<b>1,886,969</b>	<b>115,147</b>	<b>2,352,760</b>	<b>342,571</b>	<b>1,800,332</b>	<b>113,962</b>	<b>2,256,865</b>	<b>8,073</b>	<b>86,637</b>	<b>1,185</b>	<b>95,895</b>	<b>2%</b>	<b>5%</b>	<b>1%</b>	<b>4%</b>	
<b>Expenses</b>																	
Salaries and employee benefits	129,047	931,398	92,836	1,153,282	162,385	1,105,704	91,456	1,359,545	33,338	174,306	(1,380)	206,263	21%	16%	-2%	15%	
Facility operations	3,247	175,059	16,704	195,010	1,417	117,060	8,500	126,977	(1,831)	(57,999)	(8,204)	(68,034)	-129%	-50%	-97%	-54%	
Professional services	28,262	24,372	-	52,634	43,365	33,883	-	77,248	15,103	9,511	-	24,614	35%	28%	-	32%	
Advertising	586	4,298	-	4,885	-	6,000	-	6,000	(586)	1,702	-	1,115	-	28%	-	19%	
Office expenses	15,643	52,570	181	68,395	10,876	39,493	816	51,185	(4,767)	(13,077)	635	(17,210)	-44%	-33%	78%	-34%	
Insurance	5,255	23,123	2,066	30,444	10,753	32,259	3,500	46,512	5,498	9,136	1,434	16,068	51%	28%	41%	35%	
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
IT Expenses	21,402	81,181	-	102,583	24,825	62,126	-	86,951	3,423	(19,055)	-	(15,631)	14%	-31%	-	-18%	
Occupancy	6,451	139,314	-	145,766	5,833	99,905	-	105,738	(618)	(39,409)	-	(40,027)	-11%	-39%	-	-38%	
Program	-	115,794	14,666	130,461	-	80,174	6,500	86,674	-	(35,620)	(8,166)	(43,786)	-	-44%	-126%	-51%	
Community events	17,738	-	-	17,738	15,708	-	-	15,708	(2,030)	-	-	(2,030)	-13%	-	-	-13%	
Conferences, meetings and travel	3,884	1,046	1,869	6,799	2,350	500	5,000	7,850	(1,534)	(546)	3,131	1,051	-65%	-109%	63%	13%	
Licenses and permits	-	3,067	-	3,067	-	4,292	110	4,402	-	1,225	110	1,335	-	29%	100%	30%	
Dues, subscriptions and memberships	877	16	-	893	2,163	333	-	2,496	1,286	318	-	1,603	59%	95%	-	64%	
Management Fee	12,161	17,841	-	30,002	13,750	9,000	-	22,750	1,589	(8,841)	-	(7,252)	12%	-98%	-	-32%	
Other operating expenses	10	1,278	-	1,288	583	83	-	667	574	(1,195)	-	(621)	98%	-1434%	-	-93%	
<b>Total expenses</b>	<b>244,564</b>	<b>1,570,358</b>	<b>128,324</b>	<b>1,943,245</b>	<b>294,007</b>	<b>1,590,813</b>	<b>115,882</b>	<b>2,000,702</b>	<b>49,443</b>	<b>20,455</b>	<b>(12,442)</b>	<b>57,457</b>	<b>17%</b>	<b>1%</b>	<b>-11%</b>	<b>3%</b>	
<b>Transfers</b>																	
Transfers for capital equipment	76,482	-	-	76,482	37,294	-	-	37,294	(39,188)	-	-	(39,188)	-105%	0%	0%	-105%	
Transfers to Admin. Reserve Fund	4,083	-	-	4,083	18,666	-	-	18,666	14,583	-	-	14,583	78%	0%	0%	78%	
Transfers to Rec. Reserve	-	385,714	-	385,714	-	429,464	-	429,464	-	43,750	-	43,750	0%	10%	0%	10%	
Transfers to Bond Fund	-	108,908	-	108,908	-	108,908	-	108,908	-	(0)	-	(0)	0%	0%	0%	0%	
Transfers to Backcountry Reserve	-	-	(37,500)	(37,500)	-	-	(37,500)	(37,500)	-	-	-	-	0%	0%	0%	0%	
Transfers to Backcountry Fund	-	37,500	835	38,335	-	37,500	835	38,335	-	-	-	-	0%	0%	0%	0%	
<b>Total Transfers</b>	<b>80,565</b>	<b>532,122</b>	<b>(36,665)</b>	<b>576,022</b>	<b>55,960</b>	<b>575,872</b>	<b>(36,665)</b>	<b>595,167</b>	<b>(24,605)</b>	<b>43,750</b>	<b>-</b>	<b>19,145</b>	<b>-44%</b>	<b>8%</b>	<b>0%</b>	<b>3%</b>	
<b>Total expense after transfers</b>	<b>325,129</b>	<b>2,102,480</b>	<b>91,659</b>	<b>2,519,267</b>	<b>349,967</b>	<b>2,166,685</b>	<b>79,217</b>	<b>2,595,869</b>	<b>24,838</b>	<b>64,205</b>	<b>(12,442)</b>	<b>76,602</b>	<b>7%</b>	<b>3%</b>	<b>-16%</b>	<b>3%</b>	
<b>Net revenue (expense)</b>	<b>25,516</b>	<b>(215,511)</b>	<b>23,488</b>	<b>(166,507)</b>	<b>(7,396)</b>	<b>(366,353)</b>	<b>34,745</b>	<b>(339,004)</b>	<b>32,912</b>	<b>150,842</b>	<b>(11,257)</b>	<b>172,497</b>	<b>-445%</b>	<b>-41%</b>	<b>-32%</b>	<b>-51%</b>	

**HRCA**  
**Statement of Revenues and Expenses**  
**For the Year Ending August 31, 2022**

	Year to Date Actuals				Year to Date Budget				Year to Date Variance				Year to Date % Variance			
	Admin	Rec	BC	Total	Admin	Rec	BC	Total	Admin	Rec	BC	Total	Admin	Rec	BC	Total
<b>Revenues</b>																
Homeowner assessments and fees	1,530,024	11,218,563		12,748,587	1,528,000	11,220,000		12,748,000	2,024	(1,437)	-	587	0%	0%		0%
Homeowner fees	661,567				774,833			774,833	(113,267)			(113,267)	-15%			-15%
Community Improvement Services	93,780	-		93,780	84,000	-		84,000	9,780	-	-	9,780	12%			12%
Recreation programs	27,933	3,812,478	824,431	4,664,842	27,333	3,420,412	724,800	4,172,545	599	392,066	99,631	492,296	2%	11%	14%	12%
Facility operations	-	599,512	71,458	670,970	-	522,861	81,632	604,493	-	76,651	(10,174)	66,476		15%	-12%	11%
Community Events	150,907	-		150,907	113,667	-		113,667	37,241	-	-	37,241	33%			33%
Advertising	-	-		-	-	-		-	-	-		-				
Management Fee	205,749	103,246		308,996	235,500	110,000		345,500	(29,751)	(6,754)		(36,504)	-13%	-6%		-11%
Interest and other revenue	57,387	258,958	500	316,846	57,300	47,583	64	104,947	87	211,375	436	211,898	0%	444%	681%	202%
<b>Total revenues</b>	<b>2,727,347</b>	<b>15,992,757</b>	<b>896,389</b>	<b>18,954,926</b>	<b>2,820,633</b>	<b>15,320,857</b>	<b>806,496</b>	<b>18,947,986</b>	<b>(93,286)</b>	<b>671,900</b>	<b>89,893</b>	<b>668,507</b>	<b>-3%</b>	<b>4%</b>	<b>11%</b>	<b>4%</b>
<b>Expenses</b>																
Salaries and employee benefits	1,241,757	7,923,248	805,837	9,970,842	1,311,681	8,788,592	726,579	10,826,852	69,924	865,344	(79,258)	856,010	5%	10%	-11%	8%
Facility operations	15,829	931,089	70,260	1,017,178	11,333	739,655	83,750	834,738	(4,496)	(191,434)	13,490	(182,439)	-40%	-26%	16%	-22%
Professional services	275,488	275,397	450	551,335	346,389	303,611	3,100	653,100	70,901	28,214	2,650	101,765	20%	9%	85%	16%
Advertising	6,964	46,732	-	53,696	10,000	48,000	-	58,000	3,036	1,268	-	4,304	30%	3%		7%
Office expenses	108,989	350,351	3,203	462,544	87,005	315,943	8,032	410,980	(21,984)	(34,408)	4,829	(51,564)	-25%	-11%	60%	-13%
Insurance	36,721	259,681	23,896	320,298	75,517	258,069	28,000	361,587	38,797	(1,612)	4,104	41,289	51%	-1%	15%	11%
Interest	-	-		-	-	-		-	-	-		-				
IT Expenses	199,502	509,678	-	709,181	188,706	497,010	-	685,716	(10,797)	(12,668)	-	(23,465)	-6%	-3%		-3%
Occupancy	46,835	852,912	-	899,748	46,668	765,779	-	812,447	(167)	(87,133)	-	(87,300)	0%	-11%		-11%
Program	-	872,113	168,968	1,041,081	-	689,236	129,400	818,636	-	(182,877)	(39,568)	(222,445)		-27%	-31%	-27%
Community events	165,711	-		165,711	177,717	-		177,717	12,006	-	-	12,006	7%			7%
Conferences, meetings and travel	20,470	7,218	15,596	43,283	18,800	4,000	21,000	43,800	(1,670)	(3,218)	5,404	517	-9%	-80%	26%	1%
Licenses and permits	-	25,153	-	25,153	-	34,878	880	35,758	-	9,725	880	10,605		28%	100%	30%
Dues, subscriptions and memberships	12,778	9,707	-	22,485	17,300	2,667	-	19,967	4,522	(7,041)	-	(2,519)	26%	-264%		-13%
Management Fee	103,246	205,749		308,996	110,000	224,000		334,000	6,754	18,251	-	25,004	6%	8%		7%
Other operating expenses	10	2,063	-	2,073	4,667	2,667	-	7,333	4,657	604	-	5,261	100%	23%		72%
<b>Total expenses</b>	<b>2,234,301</b>	<b>12,271,092</b>	<b>1,088,210</b>	<b>15,593,603</b>	<b>2,405,783</b>	<b>12,674,107</b>	<b>1,000,741</b>	<b>16,080,630</b>	<b>171,482</b>	<b>403,014</b>	<b>(87,469)</b>	<b>487,027</b>	<b>7%</b>	<b>3%</b>	<b>-9%</b>	<b>3%</b>
<b>Transfers</b>																
Transfers for capital equipment	76,482	-		76,482	89,500	-		89,500	13,018	-	-	13,018	15%			15%
Transfers to Admin. Reserve Fund	131,475			131,475	149,328			149,328	17,853	-	-	17,853	12%			12%
Transfers to Rec. Reserve		2,966,394		2,966,394		3,407,817		3,407,817	-	441,423	-	441,423		13%		13%
Transfers to Bond Fund		1,620,501		1,620,501		1,613,934		1,613,934	-	(6,567)	-	(6,567)		0%		0%
Transfers to Backcountry Reserve			(300,000)	(300,000)			(300,000)	(300,000)	-	-	-	-			0%	0%
Transfers to Backcountry Fund		300,000	6,680	306,680		300,000	6,680	306,680	-	-	-	-		0%	0%	0%
<b>Total Transfers</b>	<b>207,957</b>	<b>4,886,895</b>	<b>(293,320)</b>	<b>4,801,532</b>	<b>238,828</b>	<b>5,321,751</b>	<b>(293,320)</b>	<b>5,267,259</b>	<b>30,871</b>	<b>434,856</b>	<b>-</b>	<b>465,727</b>	<b>13%</b>	<b>8%</b>	<b>0%</b>	<b>9%</b>
<b>Total expense after transfers</b>	<b>2,442,257</b>	<b>17,157,987</b>	<b>794,890</b>	<b>20,395,135</b>	<b>2,644,611</b>	<b>17,995,858</b>	<b>707,421</b>	<b>21,347,889</b>	<b>202,353</b>	<b>837,870</b>	<b>(87,469)</b>	<b>952,755</b>	<b>8%</b>	<b>5%</b>	<b>-12%</b>	<b>4%</b>
<b>Net revenue (expense)</b>	<b>285,090</b>	<b>(1,165,230)</b>	<b>101,499</b>	<b>(1,440,208)</b>	<b>176,023</b>	<b>(2,675,001)</b>	<b>99,075</b>	<b>(2,399,903)</b>	<b>109,067</b>	<b>1,509,771</b>	<b>2,424</b>	<b>1,621,262</b>	<b>62%</b>	<b>-56%</b>	<b>2%</b>	<b>-68%</b>