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

**Conclusions:**

The meeting was called to order at 7:24 p.m.

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**Agenda item:** Establishment of Quorum/Roll Call **Presenter:** Melissa Park

**Conclusions:**

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

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**Agenda item:** Proof of Notice of Meeting **Presenter:** Melissa Park

**Conclusions:**

Melissa Park confirmed the Proof of Notice of Meeting.

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**Agenda item:** Consent Agenda **Presenter:** Melissa Park

**Action Items:**

- Approval of Board Meeting Minutes of Action from January 2024
- Approval of Architectural Review Committee Minutes from January 2024
- Approval of Design Review Committee Minutes from January 2024
- Approval of Finance Committee Minutes from November 2023
- Approval of Resolution 24\_01\_01 Highlands Ranch Community Association Inc., Regarding Finance Committee Charter
- Approval of Resolution 24\_01\_02 Highlands Ranch Community Association Inc., Regarding Charter for the Architectural Committee

**Discussions:**

None

**Conclusions:**

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

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**Agenda item:** Member Forum

**Presenter:**

**Discussions:** None

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**Agenda item:** Director Comments

**Presenter:** Board of Directors

**Discussions:**

Jim Allen: Looking forward to some new faces and new ideas on the Board of Directors. Jim shared he would be taking a step back and will be supporting Monica as chair of the Board.

Monica Wasden: Thanked Brian Sheppelman for his time on staff.

Dan DeBacco: Echoed his thanks to Brian and thanked Melissa Park again for her time.

Melissa Park: Thanked Brian for his time at HRCA. Shared her thanks to all staff for their hard work.

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**Agenda item:** Committee Reports

**Presenter:** N/A

**Discussions:**

Delegate Meeting: None

Finance Committee: Brice Kahler presented the January 2024 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements.

**Conclusions:**

None

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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Discussions:**

General Manager Mike Bailey commented on the following:

Update on the audit process, which will be complete in the next 1.5 weeks. A reminder to the Board to be present during the Finance Committee meeting on March 18 when the audit presentation occurs.

The operations' process on obtaining permits for every project within HRCA. Thanked staff for their work.

A meeting about the three-year capital reserve plan that happened at a staff level and the Finance Committee.

The IT Steering Committee, which will scrutinize software purchases, security and hardware measures. Hopeful to create a roadmap for the department.

Thanked Cammie Ellis for her work on the common review cycle, which is a new initiative within HRCA.

The legislative updates that affect HOA's will be shared as deemed necessary.

Thanked Brian Sheppelman for his time at HRCA and Meredith for her expertise over the many years.

Thanked Melissa Park for her work and that she will be missed.

Solicited the Board on any topics they'd like to add to the Board-to-Board meeting.

Thanked Lindsay Smith, legal counsel, for attending.

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**Agenda item:** Continued Business

**Presenter:** N/A

None

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**Agenda item:** New Business

**Presenter:** N/A

None

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**Agenda item:** Delegate Forum

**Presenter:** N/A

**Discussions:**

None

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**Agenda item::** Adjournment

Jim Allen

**Conclusions:**

Monica Wasden motioned to adjourn the meeting and Dan DeBacco seconded. Motion carried. The Board of Directors Meeting was adjourned at 7:44 p.m.

Respectfully submitted,



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*Dan DeBacco, Interim Secretary*

# Delegate Meeting Minutes

February 20, 2024

6:00 p.m.

Southridge Rec Center

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

Jim Allen called the meeting to order at 6:01 p.m.

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**Agenda item:** Pledge of Allegiance **Presenter:** Jim Allen

President Allen led the meeting in the Pledge of Allegiance.

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**Agenda item:** Roll Call/Establishment of Quorum **Presenter:** Theresa Hill

**Conclusions:**

A quorum was established; 20,226 of 31,934 lots were present.

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**Agenda item:** Proof of Notice of Meeting **Presenter:** Melissa Park

Melissa Park confirmed the Proof of Notice of Meeting.

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**Agenda item:** Approval of Minutes for the Meeting of the Delegates for the January 16, 2024, Meeting **Presenter:** Jim Allen

**Conclusions:**

January 2024 minutes were approved—motioned by Elizabeth Strock, representing District 16, and seconded by Colin Campbell, representing District 115. Motion carried.

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**Agenda item:** Member Forum **Presenter:** N/A

**Discussion:**

None

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**Agenda item:** Board of Directors Report

**Presenter:** Jim Allen

**Conclusions:**

President Allen presented a PowerPoint. Within the report:

An overview of the Board and Delegate election processes, highlighting key dates and important information.

Thanked Melissa Park for her time as a Board and Committee member.

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**Agenda item:** Board of Director Comments

**Presenter:** Board of Directors

**Conclusions:**

Monica Wasden: Thanked Melissa for her years of service and wished her well in her next endeavors.

Dan DeBacco: Thanked Melissa for everything she did and accomplished during her time volunteering at HRCA.

Melissa Park: None

Jim Allen: None

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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Conclusions:**

Mike Bailey presented a PowerPoint. Within his report:

An update on CLAC and legislative hearings and reminded Delegates that Representative Marshall would be present during the March meeting to share more information.

An overview of the 2023 Annual Report and look ahead to 2024. The presentation will be shared with Delegates.

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**Agenda item:** Department Updates

**Presenter:** HRCA Staff

Mark Gunther shared a PowerPoint presentation highlighting the following:

Information about upcoming and in progress capital projects including the Southridge patio addition, Southridge HVAC installation, Northridge tennis cabana, Northridge covered patio, Southridge tile and plaster, Eastridge hot tub, and several shade structures.

An update of projected reserve expenditures.

Time was allotted for Q & A.

Meredith Parker shared a PowerPoint presentation highlighting the following:

Department information and staffing, children's/nursery details, preschool programs and future planning, art and education, and summer camp details.

Time was allotted for Q & A.

Mike Bailey thanked Meredith for her time at HRCA and presented her with recognition for her 23 years. The Board also thanked Meredith for all the work she completed over the years.

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**Agenda item:** Continued Business

**Presenter:** N/A

Jim Allen introduced each Board candidate and candidates were allotted three minutes to share with the Delegate body. The order of speakers was Dan DeBacco, Todd Landgrave, Leo Stegman, and Monica Wasden.

There was time for Q & A.

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**Agenda item:** New Business

**Presenter:** N/A

Mike Bailey shared that this would be the last meeting for the Director of Corporate Compliance, Brian Sheppelman, as he had accepted a new position.

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**Agenda item:** Delegate Forum

**Presenter:** Delegates

Andy Jones | District #25:

Shared about HRMD and some upcoming additions: 13 new pickleball courts in Highlands Ranch, the opening of the Senior Center in the summer, Friends of Senior Citizens, and that the HRMD Board voted to change the mill charges to 10.11%. Andy also shared about Kendrick Castillo/STEM Highlands Ranch, and the monument that HRMD would place at Civic Green Park in his honor. HRMD's fundraising for this monument would kick off February 26 at 1:00 p.m. at Civic Green Park.

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**Agenda item:** Adjournment

**Presenter:** Melissa Park

**Conclusions:**

Motioned by Denny Epperly, representing District 2/106, and seconded by Mark Dickerson, representing District 110. The Meeting of the Delegates was adjourned at 7:10 p.m.

Respectfully submitted,



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*Jim Allen, Secretary*