Meeting of the Delegates

1.21.2025
Southridge – Wildcat

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

I.	Call to Order	6 p.m.
II.	Guest Speaker | *Toby Damisch, Douglas County Assessor*	6:02 p.m.
III.	Pledge of Allegiance	6:20 p.m.
IV.	Roll Call/Establishment of Quorum	6:22 p.m.
V.	Proof of Notice of Meeting	6:25 p.m.
VI.	Approval of the Meeting Minutes of Action from the November 19, 2024 Meeting of the Delegates	6:26 p.m.
VII.	Member Forum | *Three-minute time limit*	6:28 p.m.
VIII.	Board of Directors Report | *Monica Wasden*	6:35 p.m.
IX.	Director Comments	6:40 p.m.
X.	General Manager Report | *Mike Bailey*	6:45 p.m.
XI.	Department Updates • Marketing and Communications | *Rebecca Ruiz*	6:50 p.m.
XII.	Continued Business	7:00 p.m.
XIII.	New Business	7:05 p.m.
XIV.	Delegate Forum | *Three-minute time limit*	7:10 p.m.
XV.	Adjournment	7:20 p.m.

The Board of Directors Meeting follows immediately upon adjournment of the Delegate Meeting.
The next Delegate and Board meeting will be held on Tuesday, February 18, 2025.

Meeting of the Delegates Minutes

Minutes from November 19, 2024

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

Agenda item: Call to Order **Presenter:** Monica Wasden

President Wasden called the meeting to order at 6:00 p.m.

Agenda item: Guest Speaker, Centennial Water **Presenter:** Sam Calkins

Sam Calkins, Centennial Water, presented a PowerPoint. Within his PowerPoint:

- Information regarding the upcoming name change/rebrand happening in January 2025 to Highlands Ranch Water. This will include a new website launch.
- Updates regarding the 2025 proposed budget are available on the website. During the next Centennial Water Board Meeting on November 25 there will be a budget hearing.
- May 6 is the slated date for the Centennial Water (Highlands Ranch Water) Board election. More information will be on the website coming soon.
- Time was allotted for Q & A.

Agenda item: Pledge of Allegiance **Presenter:** Monica Wasden

President Wasden led the meeting in the Pledge of Allegiance.

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

Conclusions:

A quorum was established; 18,976 of 31,934 lots were present.

Agenda item: Proof of Notice of Meeting **Presenter:** Jim Allen

Jim Allen confirmed the Proof of Notice of Meeting.

Agenda item: Approval of Minutes for the Meeting of the Delegates for the October 22, 2024, Meeting **Presenter:** Monica Wasden

Conclusions:

The October 2024 minutes were approved — motioned by Mark Dickerson, representing District, and seconded by Dennis Epperly, representing District 02. Motion carried.

Agenda item: Member Forum | Presenter: Members

Discussion:

None

Agenda item: Board of Directors Report | Presenter: Monica Wasden

Conclusions:

President Wasden presented a PowerPoint. Within her report:

- An update regarding Wildcat Regional Park. No information has been provided regarding the rescheduled COSAC Meeting. The Board will inform Delegates of the new date in a timely manner, and welcome Delegates to attend and support the request.
- Information regarding the upcoming Volunteer Appreciation Event on December 10.
- Discussion: Time was allotted for Delegate Q&A.

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

Conclusions:

None

Agenda item: General Manager Report | Presenter: Mike Bailey

Conclusions:

General Manager Bailey presented a PowerPoint. Within his report:

- A highlight on ERC and all they do throughout the year.

Agenda item:	Department Updates – Events	Presenter:	Sarah Mirick

Conclusions:

Sarah Mirick, Events Manager, presented a PowerPoint. Within her presentation:

- An overview of the Community Events Department, including the number of events presented by HRCA and HRCAA.
- A summary of the 2024 staffing change and review of organization wide relationships.
- A look ahead to 2025 and upcoming events.
- Time was allotted for Q & A.

Agenda item:	Continued Business	Presenter:	Delegate Body

None

Agenda item:	New Business		Monica Wasden

None

Agenda item:	Delegate Forum	Presenter:	Delegates

Discussion:

Bethany Koch | District 49: Provided an update on the Compost Colorado events.

Elizabeth Strock | District 16: Asked about assessments and if people paid the entire year would there be any possibility to get a discount applied.

Tonia Nealey | District 101: Shared issues she is having with people stopping for the crosswalk on Grig's and was wondering if there is anything that can be done to make this a safer area. General Manager Mike Bailey commented he would share the information with Douglas County. Mike Woodland, District 111, shared his knowledge on this topic as well. He provided information regarding getting information to post-in.

Agenda item: Adjournment Presenter: Monica Wasden

Conclusions:

Motioned by Greg Herman representing District 17 and seconded by Joe Ahlgrim representing District 30. The Meeting of the Delegates was adjourned to 6:39 p.m.

Respectfully submitted,

____

Jim Allen, Secretary

DISTRICT DELEGATE ROLL CALL

MEETING DATE : November 19, 2024

RECORD DATE: November 19, 2024

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 ABSENTIONS
1	LESLIE MILLER			297	-	-	-	-	-	-
2	DENNIS EPPERLY	X		266	266	-	-	-	-	-
3	VACANT			184	-	-	-	-	-	-
4	TERESA ISAAK (Stratton Ridge)			153	-	-	-	-	-	-
5	JUDY DYK (Bradford Hills)	X		108	108	-	-	-	-	-
6	LARISA KNAFELC (Sugarmill)			126	-	-	-	-	-	-
7	MICHAEL RILEY			295	-	-	-	-	-	-
8	VACANT (Chalet)			97	-	-	-	-	-	-
9	DIANA PERKINS (Remington Bluffs)	X		50	50	-	-	-	-	-
10	SAMUEL BENTZ	X		143	143	-	-	-	-	-
11	ERIC EICHER	X		251	251	-	-	-	-	-
12	CONNIE ROSEL (Falcon Hills)	X		113	113	-	-	-	-	-
13	JENNIFER HARRIS	P		199	-	199	-	-	-	-
14	TAMMY KELLY	P		185	-	185	-		-	-
15	JUSTIN HILL			200	-	-	-	-	-	-
16	ELIZABETH STROCK	X		105	105	-	-	-	-	-
17	GREG HERMAN	X		166	166	-	-	-	-	-
18	CHANAN BRAUNSTEIN	X		318	318	-	-	-	-	-
20	JEAN REHNKE	X		208	208	-	-	-	-	-
21	ANDREW CURRIER			189	-	-	-	-	-	-
22	BRYAN WALSH			132	-	-	-	-	-	-
23	MICHAEL MEEHAN	X		142	142	-	-	-	-	-
24	CONNIE ROSEL	X		83	83	-	-	-	-	-
25	ANDY JONES			438	-	-	-	-	-	-
26	JOHN MEZGER	X		183	183	-	-	-	-	-
27	KYLE ANHORN			242	-	-	-	-	-	-
28	BRYAN WALSH			48	-	-	-	-	-	-
30	JOE AHLGRIM (Timberline)	X		368	368	-	-	-	-	-
40	FRANK IMPINNA	X		368	368	-	-	-	-	-
41	TOMMY DOLAN			366	-	-	-	-	-	-
49	BETHANY KOCH	X		291	291	-	-	-	-	-
50	LINDA MALLETTE (Gleneagles)	X		345	345	-	-	-	-	-
51	SID BASU			253	-	-	-	-	-	-
52	CLINTON CAVE	P		234	-	234	-		-	-
53	SHARYN LANDIS			171	-	-	-	-	-	-
60	PATRICIA CALLIES			181	-	-	-	-	-	-
61	JEFF ROHR	X		105	105	-	-	-	-	-
62	KIM HARP	X		197	197	-	-	-	-	-
63	KATHY LANDGRAVE	X		51	51	-	-	-	-	-
64	RUSSELL KING	X		130	130	-	-	-	-	-
65	DON WOODLAND	X		96	96	-	-	-	-	-
66	JEFF ROHR	X		224	224	-	-	-	-	-
68	HOMAR ALVARADO			152	-	-	-	-	-	-
69	FRANK IMPINNA	X		182	182	-	-	-	-	-
70	TERI HJELMSTAD (The Village)	X		81	81	-	-	-	-	-
71	CONNIE ROSEL (Falcon Hills South)	X		26	26	-	-	-	-	-
73	DANIEL BROWN	X		1,184	1,184	-	-		-	-
74	BRENT DOUGAL	X		940	940	-	-	-	-	-
75	BRENT DOUGAL	X		74	74	-	-	-	-	-
76	MICHAEL FLOWER			223	-	-	-	-	-	-
77	MELISSA SMESSEART	X		420	420	-	-	-	-	-
78	AMIT GUPTA			274	-	-	-	-	-	-
79	CONNIE MANZER (The Retreat)	X		101	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 ABSENTIONS
80	LAURA EICHER	P		1,533	-	1,533	-	-	-	-
81	AL BONNEAU			20	-	-	-	-	-	-
82	KURT HUFFMAN			778	-	-	-	-	-	-
83	ANDY NATALIE	X		180	180	-	-	-	-	-
84	JESSICA ALLEN			705	-	-	-	-	-	-
85	DEBORAH SPICER			784	-	-	-	-	-	-
86	DAWN KEATING			1,290	-	-	-	-	-	-
87	JENNIFER HARRIS (Indigo Hill)	P		481	-	481	-	-	-	-
88	CAROLYN GROOM (Weatherstone)	X		294	294	-	-	-	-	-
89	MARY KAY COURTNEY (Villages at H.R.)	X		323	323	-	-		-	-
90	BARBARA SMITH (Spaces)			250	-	-	-	-	-	-
91	GINGER NIXT (Settlers Village)			199	-	-	-	-	-	-
92	MICHELLE RATCLIFF (Canyon Ranch)	X		440	440	-	-	-	-	-
93	JENNIFER PARK			260	-	-	-	-	-	-
94	AL PELKOWSKI (Westridge Knolls	X		617	617	-	-	-	-	-
95	TOM RYNO			56	-	-	-	-	-	-
96	VACANT (Highwoods HOA)			104	-	-	-	-	-	-
97	VACANT			336	-	-	-	-	-	-
98	LISA KIRWAN (Sundance @ Indigo Hill)			225	-	-	-	-	-	-
99	MICHAEL PETRUCCELLI (Carlyle Park)			213	-	-	-	-	-	-
100	GAIL FRANCES	X		177	177	-	-	-	-	-
101	TONIA NEALEY	X		111	111	-	-	-	-	-
102	PAULA BACHELLER			202	-	-	-	-	-	-
103	JAC LEBBS	X		401	401	-	-		-	-
104	CHRIS WICKS	X		532	532	-	-	-	-	-
105	JOSEPH ADEN			353	-	-	-	-	-	-
106	RYAN LEAHY			226	-	-	-	-	-	-
107	HENRY HOLLENDER (HR Golf Course)	X		579	579	-	-	-	-	-
108	MIKE MILLINGTON			208	-	-	-	-	-	-
109	ANGELA STEGMAN (Backcountry)	X		1,252	1,252	-	-	-	-	-
110	MARK DICKERSON (Stonebury)	X		87	87	-	-	-	-	-
111	MIKE WOODLAND (Firelight)	X		1,863	1,863	-	-	-	-	-
112	PATTIE MCGUINNESS (Highland Walk)			298	-	-	-	-	-	-
113	FRANK IMPINNA	X		517	517	-	-	-	-	-
114	CLAY KARR (The Hearth)	X		1,652	1,652	-	-	-	-	-
115	COLIN CAMPBELL (Brownstones)			359	-	-	-	-	-	-
116	ROBERT STRAUSS (Tresana)			557	-	-	-	-	-	-
120	VACANT (Clock Tower Residences)			318	-	-	-	-	-	-
121	ROBERT BLACKINGTON			200	-	-	-	-	-	-
200	VACANT (Commercial District			396	-	-	-	-	-	-
212	VACANT (Stoneybridge)			77	-	-	-	-	-	-
213	KAREN BURCH (Palomino Park)			523	-	-	-	-	-	-
	TOTAL			31,934	16,344	2,632	-	-	-	-
	QUORUM 50% +1			*15,968*				*18,976*	*84%*	

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

Meeting of the Board

1.21.2025
Southridge - Wildcat

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

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 November 2024
- Approval of the Finance Committee Minutes from October 2024
- Approval of Architectural Review Committee applicant Russell Clark

V. Member Forum

VI. Director Comments

VII. Committee Reports

- Delegate Meeting
- Finance Committee: Review and approve the Nov. 2024 Financial, review the Dec. 2024 Financials

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 the Delegate Meeting.
The Next Delegate and Board meeting will be held on Tuesday, February 18, 2025.

Meeting of the Board Minutes

Minutes from November 19, 2024

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda item: Call to Order **Presenter:** Monica Wasden

Conclusions:

The meeting was called to order at 6:46 p.m.

Agenda item: Establishment of Quorum/Roll Call **Presenter:** Dan DeBacco

Conclusions:

A quorum was established. Directors Monica Wasden, Dan DeBacco, Jim Allen, Leo Stegman, and Todd Landgrave were present.

Agenda item: Proof of Notice of Meeting **Presenter:** Dan DeBacco

Conclusions:

Jim Allen confirmed the Proof of Notice of Meeting.

Agenda item: Consent Agenda **Presenter:** Monica Wasden

Action Items:

- Approval of Board Meeting Minutes of Action from October 2024
- Approval of Finance Committee Minutes from September 2024
- Approval of Architectural Review Committee Minutes from October 2024
- Approval of Design Review Committee Minutes from October 2024
- Approval of the 2025 Board and Delegate Meeting Calendar
- Approval of the 2025 Guest Speaker Schedule
- Approval of the 2025 Holiday Schedule
- Approval of Resolution 24_11_04: Administrative and Recreation Budget Adoption
- Approval of Resolution 24_11_05: Records Inspection and Destruction Policy

Conclusions:

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

Agenda item: Member Forum **Presenter:** Members

Discussions:

None

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

Discussions:

None

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

Discussions:

Delegate Meeting:

Finance Committee: Brice Kahler presented the October 2024 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements. Time was allotted for Q & A with the Board.

Conclusions:

A motion was made by Leo Stegman and seconded by Todd Landgrave to approve the September 2024 Finances. Motion carried.

Agenda item: General Manager Report **Presenter:** Mike Bailey

Discussions:

General Manager Mike Bailey commented on the following:

- Gave an update regarding the response that staff and legal counsel will be drafting surrounding the Backcountry. Mike will update the Board, as necessary.
- Shared information about the Volunteer Appreciation event.
- Reminded the Board that they are welcome to attend the Holiday Staff Lunch on December 12.
- Provided an update regarding the communication the Board has received pertaining to Waste Management.

Agenda item: Continued Business

Discussions:

None

Agenda item: New Business

Discussions:

None

Agenda item: Delegate Forum **Presenter:** Delegates

Discussions:

None

Agenda item:: Adjournment Monica Wasden

Conclusions:

The Board of Directors Meeting adjourned at 6:55 p.m., motioned by Dan DeBacco and seconded by Leo Stegman.

Respectfully submitted,

____

Jim Allen

Minutes
October 21, 2024, Finance Committee Meeting
Highlands Ranch Community Association, Inc.
Eastridge Recreation Center

FC Members Present:

Leighton Stephenson
Jennifer Harris
Michael Flower
Shane Callahan
Homar Alvarado
Erik Vaska

FC Members Absent:

Ron Welk

Staff Members Present:

Brice Kahler, CFO
Emily Arnold, Accounting Manager

Board Members and Visitors Present:

Leo Stegman, Board Treasurer

1. The Finance Committee meeting was called to order at 6:00 p.m. A quorum of the Finance Committee was present.

2. The Finance Committee reviewed the September 16, 2024, Finance Committee meeting minutes.

A motion was made to accept the September 16, 2024, HRCA Finance Committee meeting minutes as presented. The motion was approved with two abstentions.

Motion: Leighton Stephenson Second: Jennifer Harris

3. The Finance Committee reviewed and discussed the September 30, 2024, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed for consolidated financials, operating funds, and programs. Consolidated net revenues are below budget YTD by $456K. The budget shortfall is due to non-cash loss on disposal of assets totaling $419K. Without these disposals, HRCA is $37K below of budget. Driving revenues are insurance reimbursements from tornado damage, grants, and program revenue.

A motion was made that the HRCA Finance Committee accept the September 30, 2024, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: Michael Flower Second: Shane Callahan

4. The Finance Committee next reviewed the Q3 2024 Highlands Ranch Community Association 501(c)3 Financial Statements. Actual to budget variances were discussed for Highlands Ranch Cultural Affairs Association, Highlands Ranch Scholarship Fund, and Highlands Ranch Backcountry Conservation and Education Fund.

A motion was made to recommend that the HRCA Finance Committee accept the Q3 2024, 501(c)3 Financial Statements. The motion was approved unanimously.

Motion: Jennifer Harris Second: Homar Alvarado

5. Brice Kahler presented the Q3 2024 Investment overview. HRCA is conservatively invested per our Investment Policy. Weighted average earnings are up as we shifted some cash from money market funds to CD’s and debt securities based on cash forecast, all within policy.

With no further business, the meeting was adjourned.

Respectfully Submitted,

Emily Arnold, Accounting Manager

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

COMMITTEE APPLICATION FORM

First Name: Russell

Last Name: Clark

Home Phone #: ______

Email Address: ______

Address: ______

City: Highlands Ranch, CO

Zip Code: ______

1. Are you a home owner in Highlands Ranch? ☑ Yes ☐ No

2. Please check the committee for which you are applying:

Application revised to ARC per WB email discussion with RC (12/18/2024)

Architectural Committee | Development Review Committee | Finance Committee | Tribunal Hearings Panel

Other ~~Development Review Committee~~

3. Will you have the time required to fulfill the duties of this position? ☑ Yes ☐ No

4. Are you able to attend the necessary meetings? ☑ Yes ☐ No

5. Have you volunteered for a HRCA Committee Before? ☑ Yes ☐ No

6. Do you currently hold a committee position? ☐ Yes ☑ No

7. If yes, which committee and when?

______

8. Summarize your background and community involvement. What if any qualifications do you possess that might be an asset to the HRCA?

Proactive and humbly-confident construction professional with 18+ years of international and domestic project experience. I have a Denver Class B General Contractor license, extensive

9. Please attach a current resume.

10. Please attach a letter of interest or statement of qualifications and experience indicating (a) why you are interested in serving on this committee (b) state how your background, experience, qualifications, and education are best suited to serving on the committee, and (c) why you should be considered for appointment.

11. Please fill out the attached disclosure statement for the Conflict of Interest Policy.

I certify that this report is true, complete, and correct to the best of my knowledge. (Please print and sign.)

Signature: Russell Clark Digitally signed by Russell Clark Date: 2023.08.17 12:11:17 -06'00'

Date 12/11/24

For office use only:

Received by: ______ Via email Date: 12/18/2024

☑ Application ☑ Resume ☑ Letter of Interest ☑ COI Disclosure

Resolution 17_01_03 Duties and Responibilities