Annual Meeting of the Delegates

3.24.2026
Southridge – Wildcat

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

I.	Call to Order	6 p.m.
II.	Guest Speaker | *Dan Roberts, Douglas County Public Works*	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 March 25, 2025 Annual 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 | *Jake Heerdt, Operations*	6:50 p.m.
XII.	Continued Business	6:55 p.m.
XIII.	New Business	7 p.m.
XIV.	Delegate Forum | *Three-minute time limit*	7:05 p.m.
XV.	Adjournment	7:10 p.m.

The Board of Directors Meeting follows immediately upon adjournment of the Delegate Meeting.
The next regular Delegate and Board meeting will be held on Tuesday, April 21, 2026.

Annual Meeting of the Delegates Minutes

Minutes from March 25, 2025

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

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

President Wasden called the meeting to order at 6:02 p.m.

Agenda item: Guest Speaker, Douglas County School District **Presenter:**

Erin Kane, Douglas County School District Superintendent presented a PowerPoint. Within her PowerPoint:

- An update on the school consolidation process that was announced.
- A timeline that was followed along with the DSCD Board of Education regarding the school consolidation planning. The recommendations below will be made to the Board of Education on April 8, 2025 to vote on these recommendations on April 22, 2025:
    - Saddle Ranch Elementary School into Eldorado Elementary School
    - Heritage Elementary School into Summit View Elementary School
    - Acres Green Elementary School into Fox Creek Elementary School
    - 6th Grade would move into middle school
    - Boundary adjustments
- Provided an update on what would happen to the empty and transition the buildings.
- 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; 23,455 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 Annual Meeting of the Delegates for March 19, 2024, Meeting	**Presenter:**	Monica Wasden

Conclusions:

The March 2024 Annual Meeting of the Delegates minutes were approved — motioned by Dennis Epperly representing District 2, and seconded by Andy Natalie, representing District 83. Motion carried.

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

Discussion:

Representative Bob Marshall: Informed Delegates about the 6th Town Hall meeting and provided information about the budget deficit and future funding.

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

President Wasden presented a PowerPoint. Within her report:

- A reminder regarding the April 2025 meeting date.
- Information and an update on the status of Wildcat Regional Park which HRCA has received the deed for. President Wasden shared information regarding the budget request and timeline the County has placed on the land transfer, which is 3 years.
- Information regarding Zebulon Sports Complex. The County Town Hall is on April 14 from 5:30-7p in the County Commissioners' hearing room.
- An update regarding the County's proposed Home Rule Charter.
- A recognition of Board Member, Dan DeBacco, for his service and volunteerism over the years as a Delegate and Board member.
- Discussion: Time was allotted for Delegate Q&A.

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

None

Agenda item: Board of Directors Vote **Presenter:** Mike Bailey

General Manager Mike Bailey presented the 2025 Board of Directors vote. The following results were announced:

- 73% of Delegates participated in the vote.
- Jim Allen and Dan Brown were elected to the Board of Directors. The vote tallies were:
  - Jim Allen: 20,627 votes; 44.37%
  - Chanan Braunstein: 7,330 votes; 15.77%
  - Dan Brown: 16, 524; 35.54%
  - Kurt Huffman: 1,577 votes, 3.39%
  - Abstain: 435 votes, .94%

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

General Manager Bailey presented a PowerPoint. Within his report:

- Information regarding the 2024 Audit presentation and clean, unmodified, opinion.
- The announcement of the 2025 Professional Tennis Registry (PTR) Public Facility Award.
- An overview of the Backcountry CIP Process from 2022 and Wildcat Regional Park.
- An introduction of Ellie Reynolds and Matthew LaCrue with Purple Label. They presented a short update on legislation that has the potential to affect HRCA.

Agenda item: New Business Monica Wasden

None

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

None

Agenda item: Adjournment **Presenter:** Monica Wasden

Conclusions:

Motioned by Dennis Epperly representing District 2 and seconded by Colin Campbell representing District 115. The Meeting of the Delegates was adjourned to 7:10 p.m.

Respectfully submitted,

Jim Allen, Secretary

DISTRICT DELEGATE ROLL CALL

MEETING DATE : March 25, 2025

RECORD DATE: March 25, 2025

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)	X		153	153	-	-	-	-	-
5	JUDY DYK (Bradford Hills)	X		108	108	-	-	-	-	-
6	CURTIS GRAY (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	X		199	199	-	-	-	-	-
14	TAMMY KELLY	P		185	-	185	-		-	-
15	JUSTIN HILL			200	-	-	-	-	-	-
16	ELIZABETH STROCK	X		105	105	-	-	-	-	-
17	GREG HERMAN			166	-	-	-	-	-	-
18	CHANAN BRAUNSTEIN	X		318	318	-	-	-	-	-
20	JEAN REHNKE	X		208	208	-	-	-	-	-
21	ANDREW CURRIER			189	-	-	-	-	-	-
22	BRYAN WALSH			132	-	-	-	-	-	-
23	MICHAEL MEEHAN			142	-	-	-	-	-	-
24	CONNIE ROSEL	X		83	83	-	-	-	-	-
25	ANDY JONES			438	-	-	-	-	-	-
26	JOHN MEZGER	X		183	183	-	-	-	-	-
27	KYLE ANHORN	X		242	242	-	-	-	-	-
28	BRYAN WALSH			48	-	-	-	-	-	-
30	JOE AHLGRIM (Timberline)	X		368	368	-	-	-	-	-
40	FRANK IMPINNA	P		368	-	368	-	-	-	-
41	TOMMY DOLAN			366	-	-	-	-	-	-
49	BETHANY KOCH	X		291	291	-	-	-	-	-
50	LINDA MALLETTE (Gleneagles)	X		345	345	-	-	-	-	-
51	SID BASU	X		253	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			130	-	-	-	-	-	-
65	DON WOODLAND			96	-	-	-	-	-	-
66	JEFF ROHR	X		224	224	-	-	-	-	-
68	VACANT			152	-	-	-	-	-	-
69	FRANK IMPINNA	P		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	P		223	-	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	X		778	778	-	-	-	-	-
83	ANDY NATALIE	X		180	180	-	-	-	-	-
84	JESSICA ALLEN	p		705	-	705	-	-	-	-
85	DEBORAH SPICER			784	-	-	-	-	-	-
86	DAWN KEATING	X		1,290	1,290	-	-	-	-	-
87	JENNIFER HARRIS (Indigo Hill)	X		481	481	-	-	-	-	-
88	CAROLYN GROOM (Weatherstone)			294	-	-	-	-	-	-
89	MARY KAY COURTNEY (Villages at H.R.)	X		323	323	-	-		-	-
90	BRANDON WHITE (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)	X		213	213	-	-	-	-	-
100	GAIL FRANCES	X		177	177	-	-	-	-	-
101	TONIA NEALEY			111	-	-	-	-	-	-
102	PAULA BACHELLER			202	-	-	-	-	-	-
103	JAC LEBBS	X		401	401	-	-		-	-
104	CHRIS WICKS	X		532	532	-	-	-	-	-
105	JOSEPH ADEN			353	-	-	-	-	-	-
106	RYAN LEAHY	X		226	226	-	-	-	-	-
107	HENRY HOLLENDER (HR Golf Course)	X		579	579	-	-	-	-	-
108	MIKE MILLINGTON	X		208	208	-	-	-	-	-
109	ANGELA STEGMAN (Backcountry)	X		1,252	1,252	-	-	-	-	-
110	MARK DICKERSON (Stonebury)			87	-	-	-	-	-	-
111	MIKE WOODLAND (Firelight)	X		1,863	1,863	-	-	-	-	-
112	PATTIE MCGUINNESS (Highland Walk)	X		298	298	-	-	-	-	-
113	FRANK IMPINNA	P		517	-	517	-	-	-	-
114	CLAY KARR (The Hearth)	X		1,652	1,652	-	-	-	-	-
115	COLIN CAMPBELL (Brownstones)	X		359	359	-	-	-	-	-
116	ROBERT STRAUSS (Tresana)	X		557	557	-	-	-	-	-
120	MEGAN LUMPKINS (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	19,508	3,947	-	-	-	-
	QUORUM 50% +1			*15,968*				*23,455*	*68%*	

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

Annual Meeting of the Board

3.24.2026
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 the March 25, 2025 Annual Meeting of the Board minutes

V. Appointment of Officers

VI. Board of Director’s Duties and Responsibilities/Conflict of Interest Acknowledgement

VII. Member Forum

VIII. Director Comments

IX. Continued Business

X. New Business

XI. Delegate Forum

XII. Adjournment

Annual Meeting of the Board Minutes

Minutes from March 25, 2025

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

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

Conclusions:

The meeting was called to order at 7:17 p.m.

Agenda item: Establishment of Quorum/Roll Call **Presenter:** Jim Allen

Conclusions:

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

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

Conclusions:

Jim Allen confirmed the Proof of Notice of Meeting.

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

Action Items:

- Approve the March 19, 2024, Annual Meeting of the Board Minutes.

Conclusions:

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

Agenda item: Appointment of Officers **Presenter:** Members

Discussions and Conclusions:

A motion was made by Jim Allen and seconded by Leo Stegman to appoint the following Board Member positions:

- Monica Wasden - Board President
- Todd Landgrave and Daniel Brown - Co Vice President
- Leo Stegman - Treasurer
- Jim Allen - Secretary

Motion carried.

Agenda item: Board of Director's Duties and Responsibilities/Conflict of Interest Acknowledgement **Presenter:** Members

Discussions:

None

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

Discussions:

None

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

Discussions:

Welcome to Daniel Brown.

Daniel Brown - Thanked all those who voted for him. He Is excited to work with this Board and HRCA.

Jim Allen - Thanked everyone for re-electing him for another term and looks forward to the accomplishments this term.

Monica Wasden - Thanked all the candidates and welcomed Dan and Jim.

Agenda item: Continued Business

Discussions:

None

Agenda item: New Business

Discussions:

None

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

Discussions:

Done

Agenda item:: Adjournment Monica Wasden

Conclusions:

The Board of Directors Meeting was adjourned at 7:21 p.m., motioned by Todd Landgrave and seconded by Dan Brown.

Respectfully submitted,

Jim Allen

Meeting of the Board

3.24.2026
Southridge - Wildcat

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 February 2026
- Approval of the Finance Committee Minutes from January 2026
- Approval of the Architectural Review Committee Minutes from February 2026
- Approval of the OSCA Update Committee Minutes from January and February 2026.
- Approval of Appointment of Al Pelkowski to the Architectural Review Committee

V. Member Forum

VI. Director Comments

VII. Committee Reports

- Delegate Meeting
- Finance Committee: Review and approval of financials and 2025 audit occurred during the March Finance Committee and Audit Presentation.

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, April 21, 2026.

Meeting of the Board Minutes

Minutes from February 17, 2026

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

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

Conclusions:

The meeting was called to order at 7:01 p.m.

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

Conclusions:

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

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

Conclusions:

Dan Brown confirmed the Proof of Notice of Meeting.

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

Action Items:

- Approval of Board Meeting Minutes of Action from November 2025
- Approval of Board Meeting Minutes of Action from January 2026
- Approval of Finance Committee Minutes from October and November 2025
- Approval of Architectural Review Committee Minutes from November and December 2025
- Approval of Architectural Review Committee Minutes from January 2026
- Approval of the OSCA Update Committee Minutes from October, November and December 2025.

Conclusions:

A motion was made by Dan Brown and seconded by Todd Landgrave to approve the Consent Agenda. Motion carried.

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

Discussions:

None

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

Discussions:

Monica Wasden: Suggested HRCA follows up with Waste Connections regarding contracts and bin pickup for members

Todd Landgrave: Suggested we coordinate similar efforts with Waste Management as we do with Waste Connections

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

Discussions:

Delegate Meeting: Follow up with Waste Connections and provide further updates regarding Clear the Clutter.

Finance Committee: Brice Kahler presented the November 2025 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements. Time was allotted for Q&A with the Board.

Brice Kahler then reviewed the December 2025 and January 2026 Finances, which will be approved when the audit is finalized.

Conclusions:

A motion was made by Todd Landgrave and seconded by Dan Brown to approve the November 2025 Finances. Motion carried.

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

Discussions:

General Manager Mike Bailey commented on the following:

- He will be scheduling one on one meetings with Board Members to provide Backcountry updates.
- Excel Energy workers were seen on trailhead cameras working on the property. Staff will continue to monitor for fire mitigation purposes. Mark Giebel provided further information and plans to the board regarding fire mitigation efforts, which will gear up for the next 6-8 weeks.

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 was motioned to adjourn by Leo Stegman and seconded by Todd Landgrae. Motion carried. Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Jim Allen

Minutes

January 19, 2026 Finance Committee Meeting
Highlands Ranch Community Association, Inc.
Eastridge Recreation Center

FC Members Present:

Jennifer Harris
Leighton Stephenson
Michael Flower
Shane Callahan
Ron Welk
Erik Vaska
Doug MacLeod

FC Members Absent:

None

Staff Members Present:

Brice Kahler, CFO
Emily Arnold, Controller

Board Members and Visitors Present:

None

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 November 17, 2025, Finance Committee meeting minutes.

   A motion was made to accept the November 17, 2025, HRCA Finance Committee meeting minutes as presented. The motion was approved unanimously.

   Motion: Jennifer Harris Second: Shane Callahan

   A Finance Committee meeting was not held in December 2025.

3. The Finance Committee reviewed and discussed the November 30, 2025, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed for consolidated financials and each operating fund. We had a strong month in November resulting in YTD consolidated revenues ahead of budget by $327K (1.1% to budget), and consolidated expenses exceeding budget YTD by $141K (0.5% to budget.). Elevator repair expenses accounted for significant increase over budget. Taking out non-cash depreciation and loss on disposal, we are $366K ahead of budget. $7M of capital expenditures have been made YTD, predominantly Westridge renovation and the rust mitigation project at Eastridge, encompassing HVAC upgrades to manage humidity, structural steel replacement, and window replacement. Glass still needs to be installed at Eastridge before opening indoor pool.

A motion was made that the HRCA Finance Committee accept the November 30, 2025, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: Erik Vaska Second: Michael Flower

4. The Finance Committee next reviewed and discussed the DRAFT December 31, 2025, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed for consolidated financials, each operating fund, and various programs. YTD consolidated revenues over expenses of $1.9M are $400K *below* budget. This swing is caused by $539K loss on disposal of assets, primarily relating to Westridge renovation finalized in December. The building was initially capitalized in 2001 and depreciated over 39 years. Renovation write-offs 24 years into depreciation period necessarily resulted in a non-cash loss. Adjusting for non-cash loss on disposal and depreciation, HRCA is $360K above budget. Capital expenditures for the year are $8.3M.

The December financial statements will be finalized and presented for approval after the annual audit is completed in March 2026.

5. The Finance Committee next reviewed the Q4 2025 Highlands Ranch Community Association 501(c)3 Financial Statements. Our 501c3 funds are not required to be audited. Actual to budget variances and sources of funding were discussed for Highlands Ranch Cultural Affairs Association, Highlands Ranch Scholarship Fund, and Highlands Ranch Backcountry Conservation and Education Fund / Backcountry Wilderness Area Fund combined. HRBCEF includes only backcountry raffle activity; HRBWAF includes all other backcountry activity. Once HRBWAF has been in existence for five years and can accommodate raffles, we will wind down HRBCEF.

A motion was made to recommend that the HRCA Finance Committee accept the Q4 2025, 501(c)3 Financial Statements. The motion was approved unanimously.

Motion: Ron Welk Second: Doug MacLeod

6. Brice Kahler presented the Q4 2025 Investment overview. HRCA is conservatively invested per our Investment Policy. We discussed laddering investment maturities into 2028 and 2029.

With no further business, the meeting was adjourned.

Respectfully Submitted,

Emily Arnold, Controller

Architectural Review Committee MEETING MINUTES

Meeting Date: February 04, 2026
Aspen/Vail Conference Room: Eastridge Recreation Center
9568 S University Blvd – Highlands Ranch, CO 80126

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

I. CALL TO ORDER

The meeting was **called to order** at **5:33 p.m.** by W. **Bryant** (WB)

☑ Roll call was taken by WB and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff **Buttermore** (JB)	✓			
Patricia **Callies** (PC)	✓			
Russell **Clark** (RC)	✓			
Patrick **Gallagher** (PG)	✓			Arrived at §III
Kate **Landauer** (KL)	✓			
Joe **Levin** (JL)	✓			
Chris **Robinson** (CR)			✓	
Jeff **Rohr** (JR)	✓			
Open				
	7	**0**	**1**	

Also in attendance:
Woody **Bryant** (WB), HRCA: Director of Community Improvement Services
Caleb **Cameron** (CC), HRCA: CIS Specialist
Thomas **Thompson**, Homeowner (re: §IV.A) via: ZOOM
James **Herbert**, Homeowner (re: §IV.B)

II. REVIEW OF MINUTES

A. The **January 21, 2026 Meeting Minutes** were reviewed.
  a. **DISCUSSION**:
    i. Nothing of consequence.
  b. **ACTION:**
    i. A Motion to **APPROVE THE MINUTES AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	**0**	**1**

Notes: Abstention was due to member being excused from January 21st Meeting.

    ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. No Tribunals or Rulings have been held or issued, respectively, since the last ARC Meeting.

IV. RESIDENTIAL APPOINTMENTS

A. **9489 Chesapeake St** – Driveway Expansion.

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. No Adverse Drainage Impacts. The driveway expansion shall not result in adverse drainage or runoff impacts to the adjacent property. Any drainage impacts identified in the future shall be corrected by the homeowner at their expense.

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

iii. Motion **PASSES**.

B. **4734 Fenwood Dr** – Commercial Vehicle.

a. **ACTION:**

i. ~~A Motion to **APPROVE WITH CONDITIONS** was made and seconded.~~

ii. ~~**APPROVAL CONDITION(S):**~~ *NOTE: Not applicable, motion to Approve with Conditions failed Committee vote. Reference ¶b.ii. Action, below.*

a. ~~Vehicle Appearance. Any future changes to the vehicle's graphics, paint scheme, or attached equipment that increases its commercial appearance shall require additional ARC review and approval.~~

VOTE TALLY		
Concur	Dissent	Abstain
2	5	0

Notes: None.

iii. Motion **FAILS**.

iv. A new motion to **DENY** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	1

Notes: Abstaining member has a commercial vehicle that they park off their property.

v. Motion **PASSES**.

V. NEW BUSINESS

A. **112 Fairchild** – Deck Expansion, Retaining Wall, Landscaping, and Driveway Replacement.

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. Material Compatibility – Deck Enclosure. All wall materials, finishes, textures, and colors used for the deck enclosure shall match the existing residence.
b. Window Compatibility. Windows installed within the deck enclosure shall match the existing home's windows in appearance, including frame style and glass reflectivity.
c. Retaining Wall Finish. All poured-in-place concrete retaining walls shall include a brick-pattern texture on the exposed face.
d. Retaining Wall Color. The brick-pattern retaining walls shall be painted to match the final approved exterior color of the residence, following ARC approval of the home's paint color submittal.

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

iii. Motion **PASSES**.

B. **1181 English Sparrow Tr** – Privacy Screen & Trellis.

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS,** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. Freestanding Requirement. The interior screening structure shall remain fully freestanding and shall not be attached to, supported by, or stabilized by the existing property-line fence in any manner. The existing bracing to the property line fence must be removed.
b. Increased Height Screening. The lattice elements added interior screening structure must be removed or reduced in height to not extend above the structure.
c. Maintenance Access. The area between the interior structure and the existing fence shall be always maintained in a clean and accessible condition.
d. No Expansion. No additional height, panels, screening materials, artificial landscaping, or attachments shall be added to the structure without further ARC approval.
e. Color. The outside surface of the structure (that side facing the existing property line fence) shall be painted or stained a color that matches the existing property line fence.

VOTE TALLY		
Concur	Dissent	Abstain
7	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

C. **9973 Blackbird Place** – Variance Request: Multiple Wall-Mounted Flag Display.

a. **ACTION:**

i. A Motion to **APPROVE VARIANCE WITH CONDITIONS** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. Maximum Number of Flags. No more than six (6) wall-mounted flags may be displayed at any one time.
b. Location Limitation. All flags shall remain mounted on the rear elevation of the residence as shown in the application materials.
c. No Expansion. No additional flag brackets or mounting locations may be added without further ARC approval.
d. Maintenance. Flags, brackets, and mounting hardware shall be maintained in good condition. Torn, faded, or damaged flags shall be promptly replaced or removed.

VOTE TALLY		
Concur	Dissent	Abstain
6	**1**	**0**

Notes: Dissenting member felt there was no hardship presented and that the Committee should uphold the RIGs.

iii. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

A. The Committee discussed safety and security concerns. It was suggested that the "Name Tents" for the members should be eliminated.
B. Approval of Commercial Vehicles was a continued discussion from the previous meeting.
C. Staff noted that they would review both items with Senior Management and report back to the Committee at the next regularly scheduled meeting.

VII. ADJOURNMENT

A. With no further business, the regular meeting **adjourned** at **7:34 p.m**.

VIII. APPROVAL OF THESE MEETING MINUTES

A. These minutes were reviewed by the Architectural Review Committee at the February 18, 2026 Meeting.
   a. **DISCUSSION:**
      i. Nothing of consequence.
   b. **ACTION:**
      i. A Motion to **APPROVE AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	**0**	**0**

Notes: None.

      ii. Motion **PASSES**.

Architectural Review Committee MEETING MINUTES

Meeting Date: February 18, 2026
Aspen/Vail Conference Room: Eastridge Recreation Center
9568 S University Blvd – Highlands Ranch, CO 80126

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

I. CALL TO ORDER

The meeting was **called to order** at **5:30 p.m.** by J. **Wessling** (JW)

☑ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff **Buttermore** (JB)			✓	
Patricia **Callies** (PC)			✓	
Russell **Clark** (RC)	✓			
Patrick **Gallagher** (PG)	✓			
Kate **Landauer** (KL)	✓			
Joe **Levin** (JL)	✓			
Chris **Robinson** (CR)	✓			
Jeff **Rohr** (JR)	✓			
Open				
	6	**0**	**2**	

Also in attendance:

Woody **Bryant** (WB), HRCA: Director of Community Improvement Services
Jayma **Wessling** (JW), HRCA: Residential Improvement Coordinator
Monica **Wasden**, HRCA BOD: President
Kelsey **Hall**, HRCA Resident

II. REVIEW OF MINUTES

A. The **February 04, 2026 Meeting Minutes** were reviewed.

a. **DISCUSSION**:

i. Nothing of consequence.

b. **ACTION:**

i. A Motion to **APPROVE THE MINUTES AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
6	**0**	**0**

Notes: None.

ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. No Tribunals were held.

IV. RESIDENTIAL APPOINTMENTS

A. None scheduled.

V. NEW BUSINESS

A. **9244 Wiltshire Dr** – Retaining Wall (currently under construction: submittal per Courtesy Letter).

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONAL WAIVER** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. The Waiver is for the required two-foot setback requirement shown in RIGs §2.62.
b. The Condition is that should the retaining wall result in adverse drainage runoff impacts to the adjacent property, the impacts shall be mitigated and the means of properly directing runoff shall be corrected by this homeowner at their sole expense.

VOTE TALLY		
Concur	Dissent	Abstain
4	**2**	**0**

Notes: The dissenting members opined that the color of the retaining wall materials were not complimentary to the home or the community at large.

iii. Motion **PASSES**.

B. **9788 Isabell Ct** – Trex (grey) Fencing.

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.

ii. **APPROVAL CONDITION(S):**

a. The new Trex fencing shall match the color and style of the existing Trex fencing.
b. The existing sub-standard Trex gate shall be replaced with a compliant (height only, use of Trex material matching the existing and proposed fencing is acceptable) gate.
c. The approval is limited to continuation of previously approved (and grandfathered) fencing material at this property, and the approval shall be interpreted as established precedent for new standalone composite fence installations within the community.

VOTE TALLY		
Concur	Dissent	Abstain
6	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

C. **10781 Lismore Way** – Deck Replacement w/Covered Pergola (Post-Construction submittal made after County Notice).

a. **ACTION:**

i. A Motion to **DENY** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
3	**3**	**0**

Notes: None.

ii. Motion **FAILS**.

iii. A Revised Motion to **APPROVE WITH CONDITIONS** was made and seconded.

iv. **APPROVAL CONDITION(S):**

a. The roofing system (Hercules Pergola Polycarbonate) must be removed (within 30 days); it is not compliant with RIGs §§2.23 or 2.35.
b. All wooden structural elements of the deck (including, but not limited to, posts, flooring, joists, beams, and fascia) must be painted (or stained) to match.

VOTE TALLY		
Concur	Dissent	Abstain
4	**2**	**0**

Notes: The dissenting members opined that the metal pergola (with or without the roofing material) on the elevated wood deck was neither aesthetically pleasing nor compatible with the existing homes construction materials.

v. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

A. Staff explained the updated Meeting Minutes format.

VII. ADJOURNMENT

A. With no further business, the regular meeting **adjourned** at **6:40 p.m**.

VIII. APPROVAL OF THESE MEETING MINUTES

A. These minutes were reviewed by the Architectural Review Committee at the March 04, 2026 Meeting.

a. **DISCUSSION:**

i. Nothing of consequence.

b. **ACTION:**

i. A Motion to **APPROVE THE MINUTES AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	**0**	**1**

Notes: The abstention was made by a member that was not present at the February 18th meeting.

ii. Motion **PASSES**.

OSCA Update Committee Meeting Minutes

Minutes from January 29, 2026

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

In Attendance:

Mark Giebel
Justin Olsen
Mike Burke
Jeff Kappes
Chelsea Molitor

Absent:

Mike Dell'Orfano
Dan Dertz

Agenda

I. The OSCA Committee Meeting was called to order at 2:00 p.m. A quorum was present.

II. The Meeting Minutes from December 18, 2026, OSCA Update Committee were approved.

III. Chapter 1 Draft of the Highlands Ranch Wilderness Area (HRWA) Plan:
   - Jeff Kappes updated the committee regarding the Chapter 1 draft. The copy was distributed was reformatted and provided to the Board of Directors. No content changes were made since the committee's last review. The committee was invited to review Chapter 1 again.

IV. Preliminary review Chapter 2 draft of the HRWA Plan, title "25 Years of Change Shaping the HRWA Plan (2000-2025)":
   - This new additional chapter was drafted to present the changes which have occurred since the original OSCA Plan was approved in 2000. The draft was reviewed and the committee was asked to provide comments by the next regular committee meeting.

V. Chapter 3 Draft
   - An outline of Chapter 3 was reviewed with the committee. A draft of Chapter 3 will be presented during the February 12 committee meeting.

With no further business, the meeting was adjourned.

Respectfully submitted,

Jeff Kappes, OSCA Update Committee Chair

OSCA Update Committee Meeting Minutes

Minutes from February 12, 2026

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

In Attendance:

Mark Giebel
Justin Olsen
Mike Dell'Orfano
Jeff Kappes
Chelsea Molitor
Dan Dertz

Absent:

Mike Burke

Agenda

I. The OSCA Committee Meeting was called to order at 2:30 p.m. A quorum was present.

II. The Meeting Minutes from January 29, 2026, OSCA Update Committee were approved.

III. Chapter 2 Draft of the Highlands Ranch Wilderness Area (HRWA) Plan:
- The draft of Chapter 2 was reviewed by the committee. Several comments were received including input from the South Metro Fire Rescue representatives regarding their desire to draft additional language relative to changes which have occurred regarding wildlands fire prevention and the combatting of wildfires. Changes will be integrated into the Chapter 2 draft and re-formatted for presentation to the General Manager and Board of Directors.

IV. Preliminary review Chapter 3 draft of the HRWA Plan:
- An overview of the preliminary draft of Chapter 3 (permitted land uses and development standards) was provided to the committee. Committee members provided comments on the draft. These comments will be integrated into the draft, then circulated for final review and edits by the committee.
- The goal is to have drafts of Chapter 2 and 3 to the General Manager and Board of Directors for review by March 1.

With no further business, the meeting was adjourned.

Respectfully submitted,

Jeff Kappes, OSCA Update Committee Chair

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

COMMITTEE APPLICATION FORM

First Name: Alvin | Last Name: Pelkowski

Home Phone #: [redacted] | Email Address: [redacted]

Address: [redacted]

City: Highlands Ranch, CO | Zip Code: [redacted]

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

2. Please check the committee for which you are applying:
   Architectural Committee | Development Review Committee | Finance Committee | Tribunal Hearings Panel
   Other ______

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?

   Delegate since 1988

8. Summarize your background and community involvement. What if any qualifications do you possess that might be an asset to the HRCA? As a Delegate I served on various committees. I also have been the President of the Westridge Knolls HOA and currently am the Vice President.

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 t[redacted]best of my knowledge. (Please print and sign.)

Signature: [redacted] Date 3-12-2026

For office use only:

Received by: ______ Date: ______

☐ Application ☐ Resume ☐ Letter of Interest ☐ COI Disclosure

Statement of Acknowledgment of Duties and Responsibilities of Directors, Delegates and Committee Members of the Highlands Ranch Community Association, Inc.

I have received, read and understand the document entitled, " Duties and Responsibilities of Directors, Delegates and Committee Members of the Highlands Ranch Community Association, Inc.", a copy of which is attached hereto as Exhibit "A", and I agree to abide by and comply with same, including the guidelines set forth therein, in the course of [redacted]mber of HRCA.

Signature

Alvin J Pelkowski

Print Name

3-12-2026

Date

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