Meeting of the Delegates

7.21.2026
Southridge – Wildcat

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

Agenda

I.	Call to Order	6 p.m.
II.	Guest Speaker, *South Metro Fire Department*	6:01 p.m.
III.	Pledge of Allegiance	6:21 p.m.
IV.	Roll Call/Establishment of Quorum	6:23 p.m.
V.	Proof of Notice of Meeting	6:25 p.m.
VI.	Approval of the Meeting Minutes of Action from the June 16, 2026 Meeting of the Delegates	6:28 p.m.
VII.	Member Forum | *Three-minute time limit*	6:30 p.m.
VIII.	Board of Directors Report | *Monica Wasden*	6:40 p.m.
IX.	Director Comments	6:45 p.m.
X.	General Manager Report | *Mike Bailey*	6:50 p.m.
XI.	Department Updates • Marketing and Communications, *Rebecca Ruiz*	6:55 p.m.
XII.	Continued Business	7 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, August 18, 2026.

Meeting of the Delegates Minutes

Minutes from June 16, 2026

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:	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: 22,963 of 31,934 lots were present.

Agenda item:	Proof of Notice of Meeting	Presenter:	Todd Landgrave

Todd Landgrave confirmed the Proof of Notice of Meeting.

Agenda item:	Approval of Minutes for the Meeting of the Delegates for the May 19, 2026 Meeting	Presenter:	Monica Wasden

Conclusions:

The May 2026 minutes were approved — motioned by Dennis Epperly, 2 and seconded by Elizabeth Strock, 16. Motion carried.

Agenda item:	Member Forum	Presenter:	Members

Representative Bob Marshall *(2 Jack Rabbit Place)* Mentioned that there would be another push for HOA legislation during the next legislative session. He shared about potential legislation that could impact HRCA specifically. Representative Marshall also shared that he has received questions regarding the pedestrian-involved incident that happened earlier this month and provided an update.

Pamela Schrader *(1001 Wildcrest Point)* Shared concerns regarding grassland management within HRCA and the Backcountry, including mowing practices. She stated local requirement guidelines of maintaining grass at a height of 4 inches and also proximity of juniper shrubs and wood mulch to structures for fire mitigation purposes. Board President Monica Wasden and General Manager Mike Bailey explained that the concerns raised fall under the jurisdiction of the Highlands Ranch Metro District rather than HRCA.

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

President Wasden shared information regarding the Board Vision Retreat that took place on April 10. She provided an update regarding the retreat agenda and information regarding the potential capital improvements that were discussed.

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

Todd Landgrave: Encouraged Delegates to attend some of HRCA's events during the Summer.

Agenda item: General Manager Report | Presenter: Mike Bailey

General Manager Bailey shared information regarding the Summer Staff Party that took place on Saturday, June 13.

He provided an update regarding the Bison reintroduction, and media event happening on June 29.

General Manager Bailey encouraged Delegates to attend the Star-Spangled Bash this 4th of July weekend. He also mentioned that the County Commissioners decided to move forward with a firework show at Highland Heritage Park.

Lastly, he shared information regarding a conference he attended and that HRCA was frequently looked to as the standard in Community Associations. He mentioned HRCA's wonderful volunteer base and he thanked the Delegates for a perfect year of quorum/attendance.

Agenda item: Department Updates – Sports & Fitness | Presenter: Chad Mejia

Chad Mejia provided a PowerPoint presentation. Within his presentation:

- An update regarding fitness programs, including Personal Training, Specialty Fitness, and Group Fitness. Group and Personal Training revenues are up YTD.
- A recap of Therapeutic Recreation programs. Chad highlighted the Spring Flower sale, which brought in $29,000. Therapeutic Recreation revenues are up YTD.
- Information regarding youth and adult sports throughout 2026 so far. The Boys Basketball league peaked at over1,000 participants and Youth Volleyball also saw growth since 2025. Youth sports revenue is up YTD.
- Information regarding the Tennis and Pickleball programs, and the introduction of a new Youth Pickleball league. Chad also announced that HRCA would receive the USTA's Facility of the Year again in 2026.
- Chad reviewed the department's metrics and staffing breakdown.

Agenda item: Continued Business

None

Agenda item: New Business Monica Wasden

None

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

Ginger Nixt | District 92: Shared her concerns regarding traffic issues in her neighborhood, Settlers Village. She does not know next best steps but is concerned about how dangerous this area has become. Dennis Epperly, District 2, suggested she bring the issue up with Douglas County Roads and Bridges to conduct a traffic study.

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

Conclusions:

Motioned by Dawn Keating, 86 and seconded by Brent Dougal, 74. The Meeting of the Delegates was adjourned to 6:37 p.m.

Respectfully submitted,

Jim Allen, Secretary

DISTRICT DELEGATE ROLL CALL

MEETING DATE : June 16, 2026

RECORD DATE: June 16, 2026

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	P		297	-	297		-	-	-
2	DENNIS EPPERLY	X		266	266	-		-	-	-
3	EDWARD FABIANO	X		184	184	-	-	-	-	-
4	TERESA ISAAK (Stratton Ridge)	P		153	-	153	-	-	-	-
5	JUDY DYK (Bradford Hills)	X		108	108	-	-	-	-	-
6	JEANNIE HOFFMAN (Sugarmill)	P		126	-	126	-	-	-	-
7	RORY REGAN	X		295	295	-	-	-	-	-
8	JEAN MACDONALD (Chalet)	X		97	97	-	-	-	-	-
9	DIANA PERKINS (Remington Bluffs)	X		50	50	-	-	-	-	-
10	JENNIFER HARDING			143	-	-	-	-	-	-
11	PATRICIA LONG			251	-	-	-	-	-	-
12	CONNIE ROSEL (Falcon Hills) *	P		113	-	113	-	-	-	-
13	LORRIE VOLKEL	X		199	199	-	-	-	-	-
14	TAMMY KELLY	P		185	-	185	-		-	-
15	ERIC EICHER	X		200	200	-	-	-	-	-
16	ELIZABETH STROCK	X		105	105	-	-	-	-	-
17	GREG HERMAN			166	-	-	-	-	-	-
18	JAY SAGE	X		318	318	-	-	-	-	-
20	JEAN REHNKE	X		208	208	-	-	-	-	-
21	ANDREW CURRIER			189	-	-	-	-	-	-
22	BRYAN WALSH *	X		132	132	-	-	-	-	-
23	MICHAEL MEEHAN			142	-	-	-	-	-	-
24	CONNIE ROSEL *	P		83	-	83	-	-	-	-
25	ANDY JONES			438	-	-	-	-	-	-
26	JOHN MEZGER	X		183	183	-	-	-	-	-
27	KYLE ANHORN			242	-	-	-	-	-	-
28	BRYAN WALSH *	X		48	48	-	-	-	-	-
30	JOE AHLGRIM (Timberline)			368	-	-	-	-	-	-
40	FRANK IMPINNA *	P		368	-	368	-	-	-	-
41	FRANK IMPINNA *	P		366	-	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			197	-	-	-	-	-	-
63	KATHY LANDGRAVE	X		51	51	-	-	-	-	-
64	RUSSELL KING			130	-	-	-	-	-	-
65	DON WOODLAND			96	-	-	-	-	-	-
66	JEFF ROHR	X		224	224	-	-	-	-	-
68	LISA ARROYO	X		152	152	-	-	-	-	-
69	FRANK IMPINNA *	P		182	-	182	-	-	-	-
70	TERI HJELMSTAD (The Village)	X		81	81	-	-	-	-	-
71	CONNIE ROSEL (Falcon Hills South)	P		26	-	26	-	-	-	-
73	STU PARKER	P		1,184	-	1,184	-		-	-
74	BRENT DOUGAL	X		940	940	-	-	-	-	-
75	BRENT DOUGAL	X		74	74	-	-	-	-	-
76	MICHAEL FLOWER	X		223	223	-	-	-	-	-
77	MELISSA SMESSEART			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	X		1,533	1,533	-	-	-	-	-
81	LAURA MUTTON			20	-	-	-	-	-	-
82	KURT HUFFMAN			778	-	-	-	-	-	-
83	ANDY NATALIE	X		180	180	-	-	-	-	-
84	JESSICA ALLEN			705	-	-	-	-	-	-
85	DEBORAH SPICER	X		784	784	-	-	-	-	-
86	DAWN KEATING	X		1,290	1,290	-	-	-	-	-
87	JENNIFER HARRIS (Indigo Hill)	X		481	481	-	-	-	-	-
88	CAROLYN GROOM (Weatherstone)	X		294	294	-	-	-	-	-
89	MARK CONDON (Villages at H.R.)	X		323	323	-	-		-	-
90	BRANDON WHITE (Spaces)			250	-	-	-	-	-	-
91	GINGER NIXT (Settlers Village)	X		199	199	-	-	-	-	-
92	MICHELLE RATCLIFF (Canyon Ranch)	X		440	440	-	-	-	-	-
93	JENNIFER PARK			260	-	-	-	-	-	-
94	AL PELKOWSKI (Westridge Knolls	P		617	-	617	-	-	-	-
95	TOM HALL (Coventry Ridge)	X		56	56	-	-	-	-	-
96	VACANT (Highwoods HOA)			104	-	-	-	-	-	-
97	PATRICIA CALLIES			336	-	-	-	-	-	-
98	V RUTH HANSEN (Sundance @ Indigo Hill)			225	-	-	-	-	-	-
99	MICHAEL PETRUCCELLI (Carlyle Park)			213	-	-	-	-	-	-
100	GAIL FRANCES	X		177	177	-	-	-	-	-
101	PATRICIA CALLIES*			111	-	-	-	-	-	-
102	DANIELLE D'ANDREA	X		202	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)			579	-	-	-	-	-	-
108	MIKE MILLINGTON	X		208	208	-	-	-	-	-
109	ANGELA STEGMAN (Backcountry)	X		1,252	1,252	-	-	-	-	-
110	MARK DICKERSON (Stonebury)			87	-	-	-	-	-	-
111	KIEL DOWNING (Firelight)	X		1,863	1,863	-	-	-	-	-
112	PATTIE MCGUINNESS (Highland Walk)			298	-	-	-	-	-	-
113	ELIZABETH STULZ	X		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	MIKE MROZOWICZ (Palomino Park)	X		523	523	-	-	-	-	-
	TOTAL			31,934	19,029	3,934	-	-	-	-
	QUORUM 50% +1			*15,968*				*22,963*	*70%*	

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*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

7.21.2026
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 Board Meeting Minutes of Action from June 2026
- Approval of the Finance Committee Minutes from May 2026
- Approval of the Architectural Review Committee Minutes from June 2026
- Approval of the Development Review Committee Minutes from June 2026

V. Member Forum

VI. Director Comments

VII. Committee Reports

- Delegate Meeting
- Finance Committee: Review and approval of the June 2026 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, August 18, 2026.

Meeting of the Board Minutes

Minutes from June 16, 2026

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:** Todd Landgrave

Conclusions:

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

Agenda item: Proof of Notice of Meeting **Presenter:** Todd Landgrave

Conclusions:

Todd Landgrave confirmed the Proof of Notice of Meeting.

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

Action Items:

- Approval of Board Meeting Minutes of Action from May 2026
- Approval of Finance Committee Minutes from April 2026
- Approval of Architectural Review Committee Minutes from May 2026
- Approval of the Reappointment of the Finance Committee Members
- Approval of the Reappointment of the Architectural Committee Members
- Approval of the Reappointment of the Design Review Committee Members

Conclusions:

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

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

Pam Schraeder *(1001 Wildcrest Point)* Inquired if HRCA was allowing Douglas County to do Fireworks. President Monica Wasden let her know that Douglas County owns and manages Highland Heritage Regional Park. Mrs. Schraeder requested that more information would be available to residents regarding fire mitigation.

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

None

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

Discussions:

Delegate Meeting: None

Finance Committee: Brice Kahler presented the May 2026 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements. Time was allotted for Q & A.

Conclusions:

A motion was made by Leo Stegman and seconded by Todd Landgrave to approve the May 2026 Finances. Motion carried.

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

Discussions:

General Manager Mike Bailey commented on the following:

- The OSCA Update Committee status and his appreciation of the Board's commentary and feedback. Requested that he could meet with the Board individually after he met with Jeff Kappes today. Monica Wasden commented that it would probably be another month before the Board responds.

Agenda item: Continued Business

None

Agenda item: New Business

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

None

Agenda item:: Adjournment Monica Wasden

Conclusions:

The Board of Directors Meeting was motioned to adjourn by Todd Landgrave and seconded by Leo Stegman. Motion carried. Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Jim Allen

Minutes

May 18, 2026 Finance Committee Meeting
Highlands Ranch Community Association, Inc.
Eastridge Recreation Center

FC Members Present:

Ron Welk
Michael Flower
Shane Callahan
Jennifer Harris
Doug MacLeod
Alex Gorjidooz

FC Members Absent:

Erik Vaska

Staff Members Present:

Brice Kahler, CFO
Emily Arnold, Controller
Mark Giebel, Backcountry Wilderness Area Director

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 April 20, 2026, Finance Committee meeting minutes.

   A motion was made to accept the April 20, 2026, HRCA Finance Committee meeting minutes as presented. The motion was approved with two abstentions.

   Motion: Doug MacLeod Second: Michael Flower

3. Mark Giebel, Backcountry Wilderness Area Director, presented an update on the mountain pine beetle infestation in the Backcountry. He reported that the infestation is accelerating and, without mitigation efforts, could result in mortality rates of 60%–100% among our Ponderosa pine trees. The Backcountry team has been working with the Colorado State Forest Service and Office of Emergency Management officials to identify best management practices to mitigate the impact. Approximately 450 trees have been mapped and identified for removal and mastication. Staff anticipates funding the project through an unbudgeted transfer of approximately $100K–$120K from the Recreation Operation Fund to the Backcountry Operation Fund.

4. The Finance Committee next reviewed and discussed the April 30, 2026, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed for consolidated financials and each operating fund. Consolidated revenues are up $140K or 1.3% over budget; consolidated expenses are down $40K or 0.4% to budget. Increase in cash over prior month is driven by $3.5 million received from Douglas County for the Wildcat Regional Park project. YTD capital expenditures total $1.8 million which includes HVAC and roof replacements at Westridge.

   A motion was made that the HRCA Finance Committee accept the April 30, 2026, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

   Motion: Jennifer Harris Second: Ron Welk

5. Other Business:

   The July 4th celebration will be held at Highland Heritage Park on July 2 this year. There will be a drone show instead of fireworks due to extreme drought conditions. The 5-K and Parade will be on July 4.

With no further business, the meeting was adjourned.

Respectfully Submitted,

Emily Arnold, Controller

Architectural Review Committee MEETING MINUTES

Meeting Date: June 03, 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 **5:31 p.m.** by J. **Wessling**

☑ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff **Buttermore**	✓			
Patricia **Callies**	✓			
Patrick **Gallagher**	✓			
Kate **Landauer**	✓			Remote via ZOOM, Arrived at §IV.A
Joe **Levin**	✓			
Booker **Lightman**	✓			
Al **Pelkowski**	✓			
Chris **Robinson**	✓			
Jeff **Rohr**	✓			
	9	**0**	**0**	

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
Jayma **Wessling**, HRCA: Residential Improvement Coordinator
Caleb **Cameron**, HRCA: CIS Specialist
Kelsy **Wheeler** and Matthew **Bacon**, Homeowners re: §IV.A
James **Remley**, Homeowner re: §IV.B
Timothy **Rose**, Homeowner re: §IV.C via ZOOM
Susan **Weimer**, Homeowner re: §V.C via ZOOM

II. REVIEW OF MINUTES

A. The **May 20, 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	3

Notes: JB, JL, and JR were not present at the 05/20 Meeting and abstained from voting.

      ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. The Rulings from the May 21, 2026 Tribunal Hearings are expected before the June 17, 2026 ARC Meeting. Results, regarding Tribunals affecting ARC decisions, will be shared once received.

IV. RESIDENTIAL APPOINTMENTS

A. **914 Garden Drive** - Residential Addition.

a. **ACTION:**

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

ii. **COMMITTEE RECOMMENDATION:**

a. The applicant and/or contractor should confirm the applicable building-code editions with Douglas County Building Division before permit issuance, particularly because the plan set includes a Code Summary that may need to align with Douglas County's current adopted codes.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

B. **9745 Bucknell Way** – Metal Gate.

a. **ACTION:**

i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.

ii. **REQUIRED CURE/RESUBMITTAL REQUIREMENTS:**

a. The revised gate design may use metal, composite, wood, or another alternative material, provided the applicant submits sufficient product information and the finished installation is visually compatible with the standard gate and fence appearance contemplated by the Residential Improvement Guidelines.

b. The revised gate shall substantially match or closely emulate the visual character of the standard gate and fence design, including vertical picket/slat orientation, compatible rail/trim/cap detailing, compliant gate width, and Highlands Ranch Fence Brown or another ARC-approved compatible finish.

c. The revised gate shall comply with applicable gate-width requirements under RIGs §2.30.G.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

C. **8616 Forrest Drive** – Residential Addition.

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

ii. Motion **PASSES**.

V. NEW BUSINESS

A. **2904 Rockbridge Drive** – Cover Deck / Deck Roof / Glass Panel Enclosure.

a. **ACTION:**

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

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

a. The rebuilt deck, roof-cover structures, glass panel enclosure, columns, railings, fascia, trim, stone, stucco, and other visible exterior materials shall be constructed substantially as submitted and shall match or closely complement the existing residence.
b. The gabled roof component shall use roof shingles, fascia, gutters, downspouts, and related exterior materials that match or closely complement the existing home.
c. The low-slope roof component shall not be constructed as a dead-flat roof. It shall be designed and installed with positive slope to direct runoff to gutters and downspouts.
d. The low-slope roofing membrane shall be screened from ordinary off-site view by parapet, fascia, edge trim, or other architectural detailing so the exposed condition presents as a finished architectural element compatible with the home.
e. Skylights shall comply with RIGs §2.72 unless specifically approved otherwise by the ARC, including applicable size and number limitations per roof slope.
f. The project approval does not include additional exterior lighting unless shown in the approved submittal. Any added or revised exterior lighting shall comply with the applicable Residential Improvement Guidelines.
g. Any change that materially alters the approved deck footprint, roof form, roof pitch, visible roofing material, parapet/edge treatment, skylight configuration, glass enclosure, railing design, or exterior appearance shall be resubmitted to HRCA for review before construction of the revised exterior element.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

B. **6395 Shannon Trail** – Rear Deck Replacement and Enlargement.

a. **ACTION:**

i. A Motion to ~~DENY (ELIGIBLE FOR RESUBMITTAL)~~ was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
2	7	0

Notes: Dissenting members felt the impact of having the stairs on the side of the deck, as presented, did not create a significant aesthetic detraction and that the mitigating factors (existing tree, location of neighbor's home) were sufficient mitigating reasons to allow the design as presented.

ii. Motion **FAILS**.

iii. A Motion to **APPROVE AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
7	**2**	**0**

Notes: Dissenting members felt the mitigating factors to allow the stairs on the side of the deck were not sufficient to vary from RIGs §2.22's requirement that the "standard deck location is directly behind the house."

iv. Motion **PASSES**.

C. **9219 Ironwood Street** – Side Yard Landing / Deck and Exterior Door Access.

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

ii. Motion **PASSES**.

D. **9291 Rockport Lane** – Accessory Building / Exercise Space and Concrete Patio.

a. **ACTION:**

i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.

ii. **REQUIRED CURE/RESUBMITTAL REQUIREMENTS:**

a. The homeowner shall remove the proposed second accessory structure from the application or remove the existing shed and submit a revised accessory-building proposal for ARC review.
b. Any revised accessory-building proposal shall comply with RIGs §2.2, including the one-accessory-building limitation, maximum size, maximum height, material compatibility, screening, utility, and location requirements, unless a variance is specifically requested and approved by the ARC.
c. The homeowner shall submit a corrected site plan clearly identifying the front, side, and rear lot lines, applicable setbacks, property lines, street right-of-way lines, easements, existing accessory structures, proposed accessory structures, and all proposed hardscape areas.
d. If the homeowner wishes to pursue the proposed concrete patio independently, the patio shall be submitted as a separate or revised request for review under RIGs §§2.52 and 2.54, including dimensions, location, setbacks, intended use, and relationship to the overall site plan.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

iii. Motion **PASSES**.

E. **9932 Gwendelyn Place** – Artificial Turf and Front Yard Rock Landscape Area.

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS** the artificial turf as installed and **DENY (ELIGIBLE FOR RESUBMITTAL)** the proposed rock landscape area as submitted.

ii. **APPROVAL CONDITION(S):** for the artificial turf, as installed.

a. The artificial turf is approved as installed, including a limited variance from the two-foot (2') property-line separation requirement under RIGs §2.42.E, based on the atypical adjacent drainage/stormwater overflow condition.
b. The artificial turf shall be maintained in good condition at all times and shall not be allowed to become torn, displaced, wrinkled, faded, uneven, poorly drained, or otherwise deteriorated.
c. The artificial turf installation shall not create adverse drainage, ponding, erosion, runoff concentration, or discharge impacts onto adjacent properties or drainage areas.

iii. **REQUIRED CURE/RESUBMITTAL REQUIREMENTS:** for the rock landscape area

a. The proposed rock landscape area east of the driveway is denied as submitted.
b. The homeowner shall submit a revised front-yard landscape plan for the rock area that complies with RIGs §2.94, either by selecting an applicable pre-approved ColoradoScape design or by submitting an alternative ColoradoScape plan with sufficient drought-tolerant live plant material, appropriate plant groupings, and an integrated landscape composition.
c. The revised landscape plan shall not rely primarily on rock or mulch as the dominant landscape treatment and shall include sufficient live plant material to avoid a large-expanse rock/mulch condition inconsistent with RIGs §2.94.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

iv. Motion **PASSES**.

F. **10567 Wildhurst Circle** – Exterior Paint Scheme.
   a. **ACTION:**
      i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.
      ii. **APPROVAL CONDITION(S):**
         a. The existing front entryway pilar and the front elevation, second story peak, that are currently painted "Calm, OC-22" shall be repainted "Van Courtland Blue, HC-145" (the main body color).
         b. Continued use of "Classic Burgundy, HC-182" for all trim elements is approved.

VOTE TALLY		
Concur	Dissent	Abstain
9	**0**	**0**

Notes: None.

      iii. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

A. Staff noted that the BOD will be reviewing committee appointments for 2026-2027 at the next BOD Meeting. Current members do not need to submit applications, letters of interest, resumes, etc… as done in past years.
B. JR and PC noted that they will be out-of-town for the June 17, 2026 meeting and will not be in attendance.

VII. ADJOURNMENT

A. With no further business, the regular meeting **adjourned** at **7:18 p.m**.

VIII. APPROVAL OF THESE MEETING MINUTES

A. These minutes were reviewed by the Architectural Review Committee at the June 17, 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: June 17, 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**

☑ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff **Buttermore**	✓			
Patricia **Callies**			✓	
Patrick **Gallagher**		✓		
Kate **Landauer**	✓			Arrived @ §III
Joe **Levin**	✓			
Booker **Lightman**	✓			
Al **Pelkowski**	✓			
Chris **Robinson**	✓			
Jeff **Rohr**			✓	
	6	**1**	**2**	

Also in attendance:
Woody **Bryant**, HRCA: Director of Community Improvement Services
Jayma **Wessling**, HRCA: Residential Improvement Coordinator
Caleb **Cameron**, HRCA: CIS Specialist

II. REVIEW OF MINUTES

A. The **June 03, 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**	**0**

Notes: None.

    ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. Four Tribunal Hearing Rulings (two regarding ARC denials [commercial vehicle, appeal denied | front elevation decorative arbor | memorandum of understanding: design revision], two regarding non-ARC related matters) and One Tribunal Advisory Opinion (definition of "home" or "house" as used in the RIGs) were issued in June.

IV. RESIDENTIAL APPOINTMENTS

A. None this Meeting.

V. NEW BUSINESS

A. **1963 Chesapeake Lane**: *Open Fence Along Side of Front Yard.*

a. **ACTION:**

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

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

a. The fence shall be constructed as an approved open fence/split-rail style consistent with either Figure 3 or Figure 4 of the Residential Improvement Guidelines and shall be stained/finished Highlands Ranch Fence Brown.

b. The fence shall be installed entirely on the applicant's property, outside the public right-of-way, and shall not extend to the curb, street, sidewalk, or any other public right-of-way area. The homeowner is responsible for verifying the property/right-of-way line before installation.

c. The fence shall maintain required fire hydrant clearance and shall terminate a minimum of 3 feet from the nearest outside edge of the hydrant, or farther if required by South Metro Fire Rescue, Douglas County, or another authority having jurisdiction

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

Notes: None.

iii. Motion **PASSES**.

B. **3258 Oak Leaf Place**: *Basement Stairwell Cover & Side-Yard Patio/Hardscape.*

a. **ACTION:**

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

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

a. Approval is specific to the supplemental design information provided in the applicant's June 16, 2026 email. Option B for the basement cover and the path/walkway as detailed on drawing L1.0 and L1.1 are approved as presented. All other options within that email and the original submittal are explicitly denied.

b. The roof, fascia, trim, gutters, downspouts, siding, and all other visible exterior materials (including windows) shall match or closely complement the existing home.

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

Notes: None.

iii. Motion **PASSES**.

C. **3478 Oak Leaf Place**: *Garage Door Replacement / Driveway Surface Finish.*

a. **ACTION:**

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

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

a. Approval is limited to the installed Lincoln L3000 insulated garage doors with vertical small windows in Sherwin-Williams Tricorn Black.

b. The black driveway finish is not approved. Within thirty (30) days (by not later than July 17, 2026), the homeowner shall correct the driveway to a natural concrete-compatible light gray color, such as Sherwin-Williams Stamped Concrete SW 7655 or another HRCA staff-approved equivalent.

c. The corrected driveway finish shall be designed for exterior driveway/concrete use and shall dry to a flat, satin, or matte appearance. Glossy, black, charcoal, highly reflective, or visually dominant dark finishes are not approved.

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

Notes: None.

iii. Motion **PASSES**.

D. **9722 Adelaide Ct**: *Storage Shed*.

a. **ACTION:**

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

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

a. Approval is limited to one 10' x 16' wooden storage shed in the rear yard, generally in the location shown in the submitted materials. The two existing sheds shall be removed before the new shed is installed, and only one accessory building/storage shed may remain on the property.
b. The shed shall be installed a minimum of two feet from any property line or fence and in the most unobtrusive location possible. If the shed includes a permanent foundation, concrete pad, or similar permanent improvement, it shall be located outside the eight-foot utility easement unless all required easement-holder approvals are obtained.
c. The shed shall be constructed of wood or another ARC-approved material. Resin, metal, or plastic composite sheds are not approved. Shed wall, trim, and roofing colors shall match or closely complement the main residence, including the existing tan/brown concrete roof tiles.
d. The shed shall be screened by the existing fence and/or vegetation consistent with RIGs §2.2. Any utilities shall be underground, and any change to the shed size, location, material, color, roof, foundation/slab, or visible exterior appearance shall be resubmitted to HRCA before installation.

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

Notes: None.

iii. Motion **PASSES**.

E. **9960 S Sylvestor Rd**: *Walkway Replacement / Concrete Flatwork*.

a. **ACTION:**

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

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

a. Approval is limited to the concrete walkway/flatwork areas shown on the submitted plan. The left-side garage/front approach area is approved as submitted.
b. The right-side concrete work is approved only in front of the side-yard fence/gate as shown on the submitted plan. No concrete paving, walkway replacement, or hardscape conversion behind the side-yard fence/gate is approved without revised HRCA approval.
c. All new concrete paving/flatwork shall maintain a minimum 2-foot offset from all property lines. The homeowner and/or contractor shall field-verify the property-line location before installation, including near the top of the stair/side-yard approach and fence/gate area.
d. The concrete walkway shall use a light sand texture or similar natural concrete-compatible finish and shall be graded to keep runoff on the applicant's property. Any retaining curb, step, or transition shall be limited to what is necessary for the approved walkway and shall not create a new wall, raised patio, or expanded hardscape area without further HRCA approval.

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

Notes: None.

iii. Motion **PASSES**.

F. **10078 Clyde Circle**: *Garage Door and Front Door Paint.*

a. **ACTION:**

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

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

a. The front pedestrian door may be painted Sherwin-Williams Pure White SW 7005, and the trim may be painted Sherwin-Williams Peppercorn SW 7674 as submitted.
b. The garage door shall not be painted Sherwin-Williams Pure White SW 7005 and shall instead be painted Gray Huskie / Benjamin Moore 1473, mixed in Sherwin-Williams, to match the base color of the home.
c. All exterior paint shall be flat or low luster, such as satin. Any change to the approved base color, trim color, front door color, garage door color, sheen, or exterior paint scheme shall be resubmitted to HRCA before application.

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

Notes: None.

iii. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

A. The advisory opinion, as to the definition of "home" or "house" within the RIGs and covenant enforcement procedures, is that these terms mean "...the dwelling located on the homeowner's own residential site." This definition will be added to the RIGs in the next "supplemental/clarification update."

VII. ADJOURNMENT

A. With no further business, the regular meeting **adjourned** at **6:41 p.m**.

VIII. APPROVAL OF THESE MEETING MINUTES

A. These minutes were reviewed by the Architectural Review Committee at the July 01, 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
4	**0**	**3**

Notes: The three members that abstained were not present at the June 17, 2026 meeting.

ii. Motion **PASSES**.

Development Review Committee MEETING MINUTES

Meeting Date: June 10, 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 5:53 p.m. by W. **Bryant**

☑ Roll call was taken by W. **Bryant**, and a quorum was **NOT** established.

Member Name	Present	Absent	Excused	Notes
Greg **Banks**		✓		
Michael **Burmeister**			✓	Emailed Comments/Questions Received
Kyle **Matthews**			✓	Emailed Comments/Questions Received
Erik **Okland**	✓			
Jason **Pickett**	✓			
Dawn **Vaughn**			✓	
Vacant				

☑ Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
John **Mezger**, HRCA: Commercial Compliance Technician
Chris **Scanlan**, Shea Properties
Eric **Donner**, Ratio Design (Architectural Designer for Shea Properties)
Bob **Cour**, Britina Design (Landscape Architect for Shea Properties)
Travis **Frazier**, Redland (Civil Engineer for Shea Properties)

II. PREVIOUS BUSINESS

A. **Review of April 06, 2026 DRC Meeting Minutes**.

a. **DISCUSSION**:

i. Meeting Minutes were NOT reviewed because a quorum wasn't established.
ii. Request for action via electronic voting will be sent by Staff.

b. **ACTION**:

i. None.

III. NEW BUSINESS

A. **KAOS Senior Apartments**, Plaza Drive, east of High Line Canal.

a. NOTE: This project is proposed by and located on property owned by the Declarant, Shea Properties.

i. For Declarant projects on Declarant owned property, the DRC's review and approval authority is limited by Article VII: Declarant's Rights & Reservations of the Community Declaration, specifically §7.4 that notes, in part, "Nothing contained in this Community Declaration shall…require the Declarant to seek or obtain the approval of the Architectural Committee or of the Community Association…."

ii. Accordingly, the DRC is only a referral entity to Douglas County, tasked to offer comments, concerns, suggestions, etc. to Douglas County for their (and the Declarant's) consideration.

iii. As such, **although there was no quorum established for this meeting, the project was presented and the attending members provided their comments and questions**.

b. The property is proposed to be a multifamily development, which will include 1 six-story apartment building, the bottom level will serve as the amenity area. Infrastructure improvements include wet and dry utilities, parking lots, drive aisles, retaining walls, walks, and a trail connection to the High Line Canal to the northwest of the Site.

c. Staff presentation by W. **Bryant**.

i. Reference Staff Memo to DRC dated June 03, 2026.

d. Applicant presentation by C. **Scanlan**, E. **Doner**, B. **Cour**, and T **Frazier**.

e. **DISCUSSION**:

i. The applicant noted that site layout was influenced by existing sanitary sewer and water infrastructure, which affected the placement of detention facilities and pedestrian circulation.

ii. The applicant discussed how accessible routes are intended to be maintained throughout the site, including around infrastructure corridors and between the building, parking areas, and outdoor amenities. Parking is generally located near the building to improve convenience and accessibility for residents.

1. The Committee was concerned with the limited (acknowledging that the number of spaces is per code) accessible parking needs in light of the proposed senior housing use and the anticipated resident demographic.

iii. The Committee also discussed whether the building elevations may appear repetitive because of the consistent architectural pattern across the facades.

1. The applicant noted that the three-part building composition helps break up the building visually and is a positive element of the design.

2. The Committee raised concerns about the prominence and detailing of the roofline, including whether the roof edge has enough visual depth and articulation.

a. The Committee appreciated the applicant's perspective renderings noting that they helped demonstrate how the building massing and architectural breaks may appear from key viewpoints.

3. The Committee discussed the proposed roof design, including the applicant's explanation that the roof form may help accommodate future solar panels and rooftop mechanical equipment.
4. The Committee requested that the PTAC registered be painted to match or be an "other than white" color.

iv. The Committee appreciated the outdoor amenity areas, including tables, seating, and potential gathering spaces for residents.
1. There was concern about the distance from the "drop off" to the "entryway" of the eastern section of the building.

v. The Committee appreciated the use of evergreen trees and other landscaping to provide year-round screening, shade, and visual buffering.

vi. The Committee questioned the "undeveloped parcel" and the parking for the Highline Canal.
1. The applicant noted that there are significant utility easements throughout that portion of the property that prevent vertical development.
2. The applicant noted that they are in early discussions with Highlands Ranch Metro District (HRMD) to deed this land to HRMD for passive park use.

f. **ACTION:**

i. No action is warranted for Declarant projects.

ii. The Comments offered by the Committee will be provided to the Applicant and Douglas County for their review and consideration.

IV. NON-AGENDA RESIDENT COMMENTS

A. No "Non-Agenda Resident Comments" were offered.

V. STAFF COMMENTARY

A. No "Staff Commentary" was provided.

VI. ADJOURNMENT

A. Not applicable.
B. The presentations and Q&A ended at 6:55 p.m.

VII. APPROVAL OF THESE MEETING MINUTES

A. Not applicable.