# OSCA Update Committee Meeting Minutes

Minutes from July 9, 2025

HIGHLANDS RANCH
COMMUNITY ASSOCIATION

**In Attendance:**

Mark Giebel
Chelsea Molitor
Dan Dertz
Jeff Kappes

**Absent:**

Mike Burke
Justin Olson

**Agenda**

1. The OSCA Committee Meeting was called to order at 3:00 p.m. A quorum was present.

2. The OSCA Committee reviewed, conducted brief introductions and reviewed the Committee Charter. Jeff Kappes agreed to review the Committee Meeting guidelines.

3. Discussion relating to the deadline of having final recommendations for revisions to the OSCA Plan and Management Implementation Plan by August 1, 2026. Various benchmarks and the CIP were reviewed.

4. The Committee determined that electronic delivery of documents is the best practice for most members.

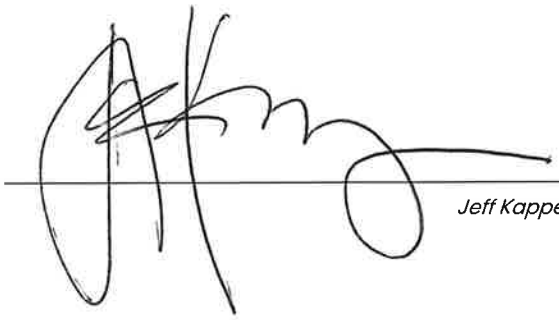
5. Committee members reviewed the preliminary Goals and Benchmarks for the Committee. It was determined that the Committee might need to meet twice monthly, and later in the process possibly only once monthly. The meeting schedule will be discussed at the next meeting, which will also host a tour and presentation by Mark Giebel.

6. Jeff Kappes agreed to provide copies of the following documents to the Committee: Committee Charter, Committee Contact Sheet, and Conceptual Facilities Plan.

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With no further business, the meeting was adjourned.

**Respectfully submitted,**



*Jeff Kappes, OSCA Update Committee Chair*