



HIGHLANDS RANCH COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.
REGULAR MEETING OF THE DELEGATES AGENDA

January 19, 2021

5:30 p.m.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/881733997>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 881-733-997

<u>Business Meeting</u>	<u>Approximate Time</u>
1. Remarks from Invited Guests: Tri County Health, Melissa Sagar	5:30 p.m.
2. Call to Order	5:50 p.m.
3. Proof of Notice of Meeting	5:51 p.m.
4. Roll Call / Establishment of Quorum	5:52 p.m.
5. Approval of Minutes from the Preceding Meeting of Delegates on December 15, 2020	5:55 p.m.
6. Board of Directors Reports	6:00 p.m.
a. Scott Lemmon, Krystal Woodbury, Brock Norris, Jim Allen, Melissa Park	
7. Community Relations Update- Jamie Noebel	6:10 p.m.
8. Facilities Update- Ken Joseph	6:20 p.m.
9. Continued / New Business	6:30 p.m.
10. Member Forum (Sign up in advance and 3-minute time limit)	6:35 p.m.
11. Delegate Forum (Sign up in advance and 3-minute time limit)	6:40 p.m.
12. Adjournment	6:45 p.m.

The Board of Directors Meeting follows immediately upon adjournment of Delegate Meeting.
The Next Delegate and Board meeting will be held on Tuesday, February 16, 2021

Disclaimer – This packet is provided for informational purposes only and is subject to change. Other matters may be considered as deemed appropriate. Some documents or information may have been unavailable at the time this agenda was prepared. For additional information, contact: annie.vincent@hrcaonline.org. The Board Working Session, Regular Delegate Meeting, Board of Directors Meeting, and all other HRCA Committee Meetings are open to our Members.



HIGHLANDS RANCH COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.
REGULAR MEETING OF THE DELEGATES MINUTES

December 15, 2020

5:30 p.m.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/619217437>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 619-217-437

-
- 1. Remarks from Invited Guests:** Douglas County Sherriff, Tony Spurlock provided a 2020 update. Sheriff Spurlock reported about porch pirates, car thefts, traffic accidents and COVID cases. Questions occurred.
 - 2. Call to Order:** 5:50 p.m.
 - 3. Proof of Notice of Meeting**
 - 4. Roll Call / Establishment of Quorum:** A quorum was established. 20,165 lots of 31,338 were present.
 - 5. Approval of Minutes from the Preceding Meeting of Delegates on November 17, 2020**
ACTION: The November 17, 2020 Delegate Minutes were adopted by unanimous consent.
 - 6. Board of Directors Reports:** Scott Lemmon provided a PowerPoint presentation. Scott presented about the November QBR, Future Streaming of Meetings, Candidate Speakers, the Board/Delegate Elections, the Board Agenda and Electronic Voting.
 - 7. Community Relations Update:** Jamie Noebel provided a PowerPoint presentation. Jamie presented about past events including the cultural series performances and hometown holiday. Upcoming events include the magic show and virtual tastings.
 - 8. Facilities Update:** Ken Joseph provided a PowerPoint presentation. Ken presented about facility usage and state restrictions.
 - 9. Continued / New Business:** None
 - 10. Member Forum:** Heidi Trichler asked about the gym reservations and bicycle availability.
 - 11. Delegate Forum:** Pattie McGuinness, #112 commented about International Dark Sky Association and requested that they come speak to the Delegate body. Pattie also asked about reporting Airbnb's. Nancy Smith, #62 asked that HRCA reach out to the new HRMD Manager for meeting coordination. Comments about this week's County fireworks and the launch site in proximity to the eagle's nest was discussed.
 - 12. Adjournment:** 7:01 p.m.

Respectfully Submitted,

Jim Allen, Secretary

Enhancing property values and creating quality of life through recreation, community events, and leadership

DISTRICT DELEGATE ROLL CALL
 MEETING DATE: DECEMBER 15, 2020
 RECORD DATE: DECEMBER 8, 2020

Instructions:
 For initial roll call:
 - For Delegates who are present - place an "x" in column C in the appropriate yellow highlighted square, this will autopopulate column C.

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
2	LESLIE MILLER			297	-	-	-	-	-	-
2	JESUS ROCHA			266	-	-	-	-	-	-
3	VACANT			184	-	-	-	-	-	-
4	ROY KING (Stratton Ridge)	X		151	151	-	-	-	-	-
5	RUDY DYK (Bradford Hills)	X		108	108	-	-	-	-	-
6	KEANAN CYPHER (Sugarhill)	X		126	126	-	-	-	-	-
7	MICHAEL BILEY			295	-	-	-	-	-	-
8	HEATHER BLAKE (Chalet)			97	-	-	-	-	-	-
9	STE LEOPOLDI (Rimington Bluffs)	X		50	50	-	-	-	-	-
10	VACANT			143	-	-	-	-	-	-
11	DEREK LONG			251	-	-	-	-	-	-
12	CONNIE ROSEL (Falcon Hills)	X		113	113	-	-	-	-	-
13	HILARY PRICE			199	199	-	-	-	-	-
14	TAMMY KELLY	X		185	185	-	-	-	-	-
15	JUSTIN HILL			200	-	-	-	-	-	-
16	ELIZABETH STROCK	X		105	105	-	-	-	-	-
17	GREG HERMAN	X		166	166	-	-	-	-	-
18	GLENN PROULX			318	-	-	-	-	-	-
19	JEAN REHNKE	X		208	208	-	-	-	-	-
21	JOE STEWART	X		189	189	-	-	-	-	-
22	BRYAN WALSH	X		132	132	-	-	-	-	-
23	DOMINICK ESPOSITO			142	142	-	-	-	-	-
24	CONNIE ROSEL	X		83	83	-	-	-	-	-
25	ANDY JONES	X		438	438	-	-	-	-	-
26	REBECCA ROTHWELL	X		183	183	-	-	-	-	-
27	KETH GLENN	X		242	242	-	-	-	-	-
28	BRYAN WALSH	X		48	48	-	-	-	-	-
30	BRAD STAYER (Timberline)			368	-	-	-	-	-	-
40	FRANK BIMPINA	X		368	368	-	-	-	-	-
41	DAN DEBACCO	X		366	366	-	-	-	-	-
49	STEVE TROLLINGER	X		291	291	-	-	-	-	-
50	LINDA MALLETT (Gleneagles)	X		345	345	-	-	-	-	-
51	VACANT			253	-	-	-	-	-	-
52	CLYTON CAYE	X		234	234	-	-	-	-	-
53	SHARYN LANDIS			171	-	-	-	-	-	-
60	VACANT			181	-	-	-	-	-	-
61	JEFF ROHR	X		105	105	-	-	-	-	-
62	NANCY SMITH	X		197	197	-	-	-	-	-
63	TODD LANDGRAVE			51	-	-	-	-	-	-
64	CHRIS BAYEE	X		130	130	-	-	-	-	-
65	DOON WOODLAND	X		96	96	-	-	-	-	-
66	TOM BUEHNER			224	-	-	-	-	-	-
68	HOMAR ALVARADO			152	-	-	-	-	-	-
69	LOUISE ANSARI			182	-	-	-	-	-	-
70	TERI HELMSTAD (The Village)	X		81	81	-	-	-	-	-
71	CONNIE ROSEL (Falcon Hills South)	X		26	26	-	-	-	-	-
73	MARY PARKER			1184	-	-	-	-	-	-
74	BILL BUETTNER			940	-	-	-	-	-	-
75	SUSAN O'BRIEN	X		74	74	-	-	-	-	-
76	JENNIFER MIKOWSKI	X		223	223	-	-	-	-	-
77	MELISSA SAINSEART	X		420	420	-	-	-	-	-
78	AMIT GUPTA			274	-	-	-	-	-	-
79	GRACE MCMAHON (The Retreat)			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	MONICA WASEDN (PA20)	X		1,533	1,533	-	-	-	-	-
81	AL BONNEAU			20	-	-	-	-	-	-
82	KURT HUFFMAN	X		778	778	-	-	-	-	-
83	ANDY NATALIE			180	-	-	-	-	-	-
84	DAVID ALPERT	X		705	705	-	-	-	-	-
85	DEBORAH SPICER	X		784	784	-	-	-	-	-
86	CRYSTAL BRYANT			1,290	-	-	-	-	-	-
87	VACANT (Belgian Hill)			481	-	-	-	-	-	-
88	CAROLYN GROOM (Weatherstone)	X		294	294	-	-	-	-	-
89	JUDI RILEY (Villages at H.R.)	X		323	323	-	-	-	-	-
90	MICHAEL DEVINEY (Spaces)	X		250	250	-	-	-	-	-
91	GINGER NIXT (Settlers Village)			199	-	-	-	-	-	-
92	MICHELLE RATCHELFF (Canyon Ranch)	X		440	440	-	-	-	-	-
93	RUSSELL SHAFFER			260	-	-	-	-	-	-
94	AL PELKOWSKI (Westridge Knolls)			617	-	-	-	-	-	-
95	SUE FOPPE (Coventry Ridge)	X		56	56	-	-	-	-	-
96	DOUG MORTON (Highwoods HOA)			101	-	-	-	-	-	-
97	WILLIAM SMITH	X		336	336	-	-	-	-	-
98	DANA SCANTLAND (Stundance @ Indigo Hill)	X		225	225	-	-	-	-	-
99	MICHAEL PETRUCCI (Carlyle Park)	X		213	213	-	-	-	-	-
100	PAT KAPTAIN			177	-	-	-	-	-	-
101	VACANT			111	-	-	-	-	-	-
102	PAULA BACHELLER			202	-	-	-	-	-	-
103	VACANT			401	-	-	-	-	-	-
104	DAN DEBACCO	X		532	532	-	-	-	-	-
105	JOSEPH ADEN	X		353	353	-	-	-	-	-
106	RTA NORRIS			226	-	-	-	-	-	-
107	ALDIS SIDES (HR Golf Club)	X		579	579	-	-	-	-	-
108	GRETHE STEM	X		208	208	-	-	-	-	-
109	JIM SERRIN (Backcountry)	X		1,252	1,252	-	-	-	-	-
110	MARK DICKERSON (Stonebury)			87	-	-	-	-	-	-
111	MIKE WOODLAND (Fardlight)	X		1,863	1,863	-	-	-	-	-
112	FATHE MCGUNNESS (Highland Walk)	X		298	298	-	-	-	-	-
113	VACANT			517	-	-	-	-	-	-
114	CLAY KARR (The Hearth)	X		1,652	1,652	-	-	-	-	-
115	JACK JACUART (Brownstones)	X		359	359	-	-	-	-	-
116	LARRY SCHWARTZ (Tresana)	X		557	557	-	-	-	-	-
120	VACANT (Cock Tower Residences)			318	-	-	-	-	-	-
212	VACANT (Stoneybridge)			77	-	-	-	-	-	-
213	KAREN BURCH (Palomino Park-Gold Peak)	X		523	523	-	-	-	-	-
TOTAL				31,338	20,165					
QUORUM 51%				15,982				20,165	126%	

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



HIGHLANDS RANCH COMMUNITY ASSOCIATION

Board of Director's Meeting

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January 19, 2021

5:30 p.m.

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1. Call to Order

2. Establishment of Quorum/Roll Call

3. Proof of Notice of Meeting

The Board Chair will remove any Consent Agenda item upon timely request of any Board member or Member of the Association who has an interest in the item. A request is timely if made prior to the Board vote on the Consent Agenda. Items removed from the Consent Agenda will then be considered separately by the Board immediately following action on the Consent Agenda or placed later on the agenda at the discretion of the Board.

4. Consent Agenda

- Approval of Minutes of Action from the December 15, 2020 Board Meeting
- Approval of Finance Committee Minutes from December 14, 2020
- Approval of Architectural Review Committee Minutes from December 2, 2020
- Approval of Development Review Committee Minutes December 1, 2020
- Approval of Resolution 21_01_01: Judicial Foreclosure of 9222 Crestmore Way
- Approval of Resolution 21_01_02: Judicial Foreclosure of 1183 Lily Court
- Approval of the Repeal of Resolution 20_09_21: Signs During COVID19

5. Forum - Member

6. Director Comments

7. Committee Reports

- Delegate Meeting
 - Architectural Review Committee
 - Development Review Committee
 - Commercial Review Committee
 - Finance Committee
- Review of the December 2020 Financials

8. General Manager Report

9. Continued Business

10. New Business

11. Delegate Forum

12. Adjournment



HIGHLANDS RANCH COMMUNITY ASSOCIATION

Board of Director's Meeting Minutes

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Access Code: 619-217-437

December 15, 2020

5:30 p.m.

1. **Call to Order:** 7:02 p.m.

Establishment of Quorum/Roll Call: A quorum was established. Directors Scott Lemmon, Brock Norris, Melissa Park, Krystal Woodbury and Jim Allen were present.

2. **Proof of Notice of Meeting** *The Board Chair will remove any Consent Agenda item upon timely request of any Board member or Member of the Association who has an interest in the item. A request is timely if made prior to the Board vote on the Consent Agenda. Items removed from the Consent Agenda will then be considered separately by the Board immediately following action on the Consent Agenda or placed later on the agenda at the discretion of the Board.*

3. **Consent Agenda**

- Approval of Minutes of Action from the November 17, 2020 Board Meeting
- Approval of Finance Committee Minutes from November 16, 2020
- Approval of Architectural Review Committee Minutes from November 18, 2020
- Approval of Development Review Committee Minutes November 4, 2020
- Approval of Resolution 20_12_30: Amendment to the Fund Management and Reserve Study Policy
- Approval of ARC Applicant: Elizabeth Sable

ACTION: A motion was made by Brock Norris and seconded by Krystal Woodbury to approve the Consent Agenda.
Motion Carried.

4. **Forum – Member:** None

5. **Director Comments:** Krystal Woodbury announced that there are several Finance Committee positions available for anyone interested in applying.

6. **Committee Reports**

- Delegate Meeting: None
- Architectural Review Committee: The Committee Bylaws will be amended to allow for electronic meetings. Mike Bailey thanked Lindsey Smith for her legal training to the Committee.
- Development Review Committee: None
- Commercial Review Committee: None
- Finance Committee: Karen Jackson provided a review of the November 2020 Financials.

ACTION: A motion was made by Brock Norris and seconded by Krystal Woodbury to approve the November 2020 Financials. Motion carried.

7. **General Manager Report:** Jerry Flannery reported about how they are addressing improvements to the gym reservation system, the fireworks, and financial outlook for the rest of the year.

8. **Continued Business:** None

9. **New Business:** Melissa Park asked about the electronic voting. Discussion occurred. Melissa and the Board also requested that staff investigate Ring Central as a possible meeting platform.

10. **Delegate Forum:** Rebecca Rothwell, #28 requested a copy of the Board's Resolution. Mike Woodland, #111 thanked the Board for their service to the community.

11. **Adjournment:** 7:34 p.m.

Respectfully Submitted,

Jim Allen, Secretary

January FYI's

Winter Break Camps

Science Matters & Snapology hosted several popular and full school age camps focusing on STEM concepts. Preschool - school break camp also ran with roughly 30 children participating.

Preschool

The second semester of Preschool kicked off on January 5th. Students are jumping back to it and continuing to learn important skills that will help prepare them for a successful Kindergarten experience.

New Classes

January 5th kicked off sessions in art, pottery, cooking, dance, tumbling and creative kids' classes. Winter themes will be explored in all classes. Children will get the opportunity to discover fun topics such as "Snow Buddies" in our Creative Kids program and "Cupcake Wars" in cooking.

Martin Luther King Day Camps

With kids out of school, we are holding several camps like Jewelry Camp, Sculpture Camp and Chef Special Camp. These camps are a wonderful way for children to stay active and explore a new interest!

Adult Masters Swim Programs

There were over 100 adult swimmers who participated in 2020. Even, with smaller class sizes, and following all the health guidelines, the programs have continued without interruption since the Rec Centers reopened in June.

Race Series

The 2021 HRCA Race Series is open for registration! We are looking forward to another amazing year of races in the Ranch. The Series kicks off on March 13th with our annual St. Patrick's Day 5K at Town Center. We are looking forward to making the 2021 race season a great one!

Fitness

All drop-in fitness classes continue to run on an online reservation-based system. Most fitness classes have been kept in the gyms and turf to allow for greater social distancing. The "New Year New You" challenge kicked off on January 11th and runs through March 12th. Included in the challenge is a package of eight personal training sessions, eight ZONE classes and two body compositions with the goal to lose the highest percentage of body fat.

Sports

Despite the boys' basketball league being delayed, we continue to plan for the league to begin in February. Boys basketball is full at capacity, running in only HRCA facilities for all practices and games. We have continued to run many youth clinics for basketball, volleyball, and golf at limited capacity. Adult leagues were cancelled for the month of January, but we are looking forward to restarting hopefully in February.

Tennis

The first In-House Doubles session of 2021 has started. Women's doubles teams at the 2.5, 3.0, 3.5 and Senior divisions are competing in their weekly matches at Northridge. The Winter/Spring Blocktime groups have started using reserved courts indoors at Northridge on a weekly basis. The tennis department is preparing for a busy new session of adult and youth classes starting the week of January 25th and going through March 1.

Therapeutic Recreation

December for the TR Program included personal instruction. Unified Basketball was a popular offering serving 17 athletes. Thrilling Thursdays, Yoga, Hip Hop, Club Friday and Tae Kwon Do programs continue to serve many participants. December also included TR Winter Break Sports Camp.

CIS Monthly Status Report – December 2020

ARC

The Architectural Review Committee meeting was held virtually on December 2. Legal training was presented by Lindsey Smith of Winzenburg, Leff, Purvis and Payne.

SUBMITTALS

102 new submittals were received; 198 in total were processed in December.

NON-COMPLIANCE NOTICES – 327 notices were generated and batched for January mailing.

There were no Tribunals held in December; 7 are scheduled for January.

COMMERCIAL

Sign Applications:

Sign applications submitted- 2

✓ 2 Sign applications approved by Administrative Review

Dairy Queen- 9435 S. University Blvd.

- Administrative review and approval for signage modification,

Solana Lucent- 8555 Belle Drive

- Administrative review and approval of leasing signage.

Reviews of Site Modifications/SIP's/ Other –

Children's Hospital- 1811 Plaza Drive-

- Administrative review and approval of temporary drive thru COVID 19 testing facility.

Panda Express- 1520 Town Center Drive

- Administrative review and approval of minor modifications to landscape plan.

Clocktower Condominiums at Highlands Ranch Town Center- Exterior Repairs & Changes

- DRC review of structural and material modifications addressing construction defects. DRC requested materials board before final approval to be issued.

Range- Highway 85- Conceptual Development Plan

- DRC reviewed the planned low density residential development to be located in Douglas County.

Douglas County Referrals-

DR2020-003: 10300 Widefield Lane

- Administrative review of amendment to Douglas County Zoning Regulations to streamline the process for courtesy notifications. No objections.

SP2020-091: 9145 Commerce Center Circle- Lifetime Construction

- DRC referral review of new construction of 12,848 sf office and warehouse.

COMMERCIAL NONCOMPLIANCE

Letters of noncompliance were not sent in December.

Several non-compliances from the prior month were closed as the properties achieved compliance.

Status Letter Requests

Staff processed 95 Status Request letters and inspections were needed on several to clear outstanding non-compliances.

Commercial Estoppel Letter Requests

There were no formal requests, however, we did learn of the completion of the sale of Lodo's (8545 S. Quebec Street) to Ent Credit Union.

GENERAL:

The call and email volume remains at levels more than double that of a year ago. From December 1st through December 31st, a total of 2,292 phone calls were logged (for the same period 2019, there were 856).

Discussion continued with the Development Review Committee on proposed updates to the Commercial Designs & Restrictions document. There was extensive conversation during the December DRC meeting, and the review was continued to the January meeting.

Continued improvements were made to the CIS sections of the website, including a new *Submit a Violation* form. This form requires the pertinent information to be listed, as we often must respond to people filing a complaint for additional information. The form is submitted electronically to the covenants@hrcaonline.org email



HIGHLANDS RANCH COMMUNITY ASSOCIATION

ARCHITECTURAL REVIEW COMMITTEE

DATE: December 2, 2020

MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Mike Bailey, CIS Director

Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Traci Kennedy	✓		
Dan DeBacco			✓
George Elliott	✓		
William Smith	✓		
Karie Westphal	✓		
Sue Foppe	✓		
Elizabeth Sable	✓		

Also in attendance: Mike Bailey, CIS Director
Cassie Thomas, CIS Manager
Cathleen Mierau, Residential Coordinator
Diana Sklenar, Legal Coordinator

II. APPOINTMENTS:

5:30 – 6:30 PM – LEGAL PRESENTATION BY MS. LINDSEY SMITH, ATTORNEY WITH WINZENBURG, LEFF, PURVIS & PAYNE, LLP, LEGAL COUNCIL FOR HRCA – Ms. Lindsey Smith gave a presentation on roles and responsibilities of the Architectural Review Committee. Discussion took place amongst legal counsel and the Committee after presentation.

IV. NEW BUSINESS:

NEW MEMBER INTRODUCTION – Ms. Elizabeth Sable was introduced as the new member of the Architectural Review Committee.

ARCHITECTURAL REVIEWS – The Committee Members reviewed submittals.

With no further business, the meeting adjourned at 7:00 p.m.

Laurie Allred, Architectural Review Committee Chair

Enhancing property values and creating quality of life through recreation, community events, and leadership



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: December 1, 2020

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:30 p.m. by Zell Cantrell. The meeting was chaired by Zell Cantrell.

Roll call was taken by Secretary Madlambayan and a **quorum was established.**

Member Name	Present	Absent	Excused
Zell Cantrell , Chairperson	✓		
Erik Okland , Vice-Chair	✓		
Ariel Madlambayan , Secretary	✓		
Doug Flin	✓		
Karie Westphal	✓		
Rob Mierau	✓		
Greg Banks	✓		

Also in attendance:

HRCA STAFF: **Cassie Thomas, CIS Manager**
 Mile Bailey, Director of CIS

ATTENDEES: **Joe Henz, Reconstruction Experts- Clocktower Condominiums**
 Ryan Toney, Reconstruction Experts- Clocktower Condominiums
 Daniel Linn, Reconstruction Experts- Clocktower Condominiums
 Jill Repella, Cornerstone Insight- The Range- Highway 85

II. Clocktower Condominiums at Highlands Ranch Town Center- Antennas and Equipment

Scope of Project: **Extensive Exterior Repairs & Changes including but not limited to:**

- Structural Corbel Removal and Exterior Finishes Reinstatement
- Thin Brick Veneer Removal and Reinstatement for Clearance to Hard Surfaces
- Installation of Isolation Joints Between Dissimilar Materials
- Stucco Horizontal Surfaces Reconstruction
- Fiber Cement Siding & Trim Removal and Replacement
- Roof Access Door Removal and Replacement

Mr. Henz and Mr. Toney of Reconstruction Experts explained the project, which is related to construction defects throughout the property. There was extensive discussion about the project.

Review Comments:

- Overall, the Committee expressed concerns about the interlacing of the repairs creating a patchwork appearance. It will be very important to match the existing materials as closely as possible. The applicant noted the stucco patch repairs would be corner to corner and the brick repairs would be from control joint to control joint.
- The Committee stressed that the painting or staining of brick or other natural materials would not be permitted.

Action:

- The Committee requested to view a mockup of the materials before proceeding with issuing final approval. The applicant will advise Ms. Thomas when the mockup is available for viewing and the Committee members will forward their comments to Ms. Thomas.

III. The Range- Highway 85 Conceptual Plan

Scope of Project: Planned low density clustered residential housing comprised of 60% open space and 550 single family homes. This project will be a future referral from Douglas County.

Ms. Repella of Cornerstone Insight presented the broad overview of the proposed project. The infrastructure related to this project will provide the town of Louviers access to water and wastewater, as property owners there are currently on wells. The homes within the Range will be clustered with lot sizes of approximately 120' X 60', possibly including duplexes, to allow for vast amounts of open space. The goal of the project is to disturb as little land as possible and leave vast amounts of scrub oak and native grasses as well as the hills on the site.

Review Comments:

- There were several questions and comments regarding the separation between this community and the Backcountry- including what type of fencing or barrier will be utilized. This also included discussion about the possibilities of trail connections.
- The Committee questioned what amenities would be provided within the community. There were concerns that they residents would be going to either Castle Rock or Highlands Ranch for shopping, retail, etc. increasing the traffic counts. Ms. Repella expressed there is a desire to utilize the existing barn structure on the site as a community center, and that the addition of the rooftops along the Highway 85 corridor would hopefully revitalize the corridor.
- The Committee inquired about the overall anticipated timeline for the project.
- The Committee welcomes the proposed improvements and looks forward to future submittals.

Action:

- No formal action was taken at this time, as this was a courtesy review in advance of the referral that will be received from Douglas County.

IV. Non-Agenda Resident Comments-

There were no residents present.

V. Discussion on Updates to the Commercial Guidelines

Ms. Thomas had compiled all the comments received from the Committee during the review period. There was discussion about each of the comments. Ms. Thomas will update the draft to reflect the direction the Committee gave. The Committee will continue to review at the next meeting.

VI. DRC Review of November 2020 Minutes

Action:

A motion was made by **Doug Flin** to **Accept the November 4, 2020 minutes and publish as written, seconded by Ariel Madlambayan.**

- **6** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **1** member(s) **Abstain.**

With no further business, the meeting adjourned at 8:37 pm.

Meeting Held Virtually

Zell Cantrell, Chairperson
Development Review Committee

Erik Okland, Vice-chair
Development Review Committee

Community Relations December/January Update

DECEMBER Events

International Youth Ballet Virtual Nutcracker Highlights

Nov. 27- Jan. 1 - Over 1900 views so far and over \$450 in donations, available for the rest of the holiday season.

Watch online at www.HRCAonline.org/Nutcracker

Highlands Ranch Happy Hour Tasting Series:

December 3 – Breckenridge Brewery Beer Tasting – 30 Households Attended

December 17 – Cocktails for the Holiday Season – 35 Households Attended

Virtual Tastings will continue throughout the year and into 2021

Virtual UCHealth Series - Strokes:

December 2 – 60 Households Attended

Informative session about strokes. Topics to be covered include common and lesser-known signs of a stroke, interesting new technology, and stroke diagnostics, and an overview of the latest treatment options, including advanced neurointerventional radiology techniques.

Hometown Holiday – Drive Thru:

December 4 – 200 cars (approx. 800 attendees)

Guests drove through the Eastridge Parking lot stopping at booths for pre-packaged treats before arriving in their decorated cars for a photo with Santa while carolers sang!

Virtual Chamber Music for the Holidays:

December 9 - 150 Households Attended live

The Highlands Ranch Cultural Affairs Association is proud to present a virtual live streaming of our classical music for the holiday season! Usually this event takes place at the mansion, however due to COVID we couldn't continue this tradition. We decided to bring this amazing concert to you in the comfort of your own home with your family! Join us with some hot chocolate and sing along to some of our holiday favorites performed by members of the Colorado Symphony!

Limited Editions Masterclass:

December 10 - 52 Participants (sold out)

Join the HRCA and [Davidsons Beer, Wine & Spirits](#) for a Virtual Limited Editions Masterclass featuring Octomore 11.1, Westland Garryana 5th Edition, and Mount Gay Port Cask.

January Events

Virtual UCHealth Series:

January 6 – 6:00 – 7:00 p.m.

Emma Heichelheim, RD, and Ariel Johnson, RD, will discuss "Nutrition for the New Year", focusing on tips and recommendations for diet-related new year's resolutions. They will discuss ways to make achievable, sustainable changes in regards to nutrition.

Everyday Heroes Blood Drive:

January 7 – 8:30 a.m. – 1:00 p.m., Northridge Recreation Center

HRCA is partnering with Vitalant to bring the Gift of Life to our community in a time of need. Use event code: 10002

Highlands Ranch Happy Hour Tasting Series:

January 14 – Blue Note Bourbon

January 28 – Odell Brewing Company

Virtual Tastings will continue in 2021 through March.

Virtual Burns Night with Bruichladdich

January 25 – 6:00 – 8:00 p.m.

Burns Night is a holiday in Scotland that celebrates the life and poetry of the poet Robert Burns, the author of many Scots poems. This event will focus on a Bruichladdich (Scotch) Masterclass while also celebrating Robert Burns and his contribution to the Scottish culture! Let's celebrate Burns Night together with a dram! This class is limited to 50 participants. Must be 21+ to participate in this event/tasting. \$32 each, tasting flight included.

Virtual Magic Show ft. Gary Ferrar

January 21 – 6:30 -7:30 p.m.

Are you bored at home and looking for new and exciting things to do with the whole family? Join magician & mentalist Gary Ferrar for a virtual performance full of unexpected moments and unique effects. Gary has appeared on NBC, USA, and the Travel Channel, and is excited to blow our minds in this private performance. Due to the interactive nature of this virtual event, it is recommended that you put on pants and turn on your camera.

40th Anniversary Website:

- New Design
- Crossword Puzzles
- Timeline

Please check our web pages:

[HRCA Facility opening guidelines](#) to see all that is currently open and accessible.

[HRCA Event Calendar](#) for alternate dates and more information on upcoming events.

[HRCA COVID-19](#) page for up to date information and links to helpful resources during the COVID crisis.

[HRCA at Home](#) created to give people virtual opportunities to keep our audience active, engaged and entertained during this uncertain time.



**Minutes of the December 14, 2020 Finance Committee Meeting
Highlands Ranch Community Association, Inc.**

<u>Committee Members Present:</u>	<u>Staff Members Present:</u>	<u>Committee Members Absent:</u>
Krystal Woodbury, Chair Ron Welk, Vice Chair John Mackowiak Mikell Wilcox Nick Paytas	Karen Jackson, Accounting Manager John Phibbs, Finance Director	Rolands Vilums

Krystal Woodbury called the meeting to order at 6:02 p.m. Via GoToMeeting. A quorum was present.

John Self from Wells Fargo presented a scenario for refinancing the bonds. After his presentation and discussion with the Finance Committee it was decided that there is no real justification for Bond Refinance at this time.

The Finance Committee reviewed the November 16, 2020 Finance Committee meeting minutes.

A motion was made to approve the November 16, 2020 Highlands Ranch Community Association Finance Committee meeting minutes as presented. The motion was approved with one abstention.

Motion: Ron Welk Second: John Mackowiak

The Finance Committee then reviewed and discussed the November 30, 2020 HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained and discussed. The following specific topics were discussed:

- Administrative Fund:
 - For the month and year-to-date ending November 30, 2020, Total Revenues for the Administrative Fund are 107% favorable and 24% favorable to budget, respectively.
 - For the month and year-to-date ending November 30, 2020, Total Expenses for the Administrative Fund are 24% unfavorable and 1% favorable to budget, respectively.
 - Year-to-Date Net Revenues for the Administrative Fund before transfers are 355% unfavorable to budget.
- Recreation Fund:
 - For the month and year-to-date ending November 30, 2020, Total Revenues for the Recreation Fund are 8% and 13% unfavorable to budget, respectively.
 - For the month and year-to-date ending November 30, 2020, Total Expenses for the Recreation Fund are 15% favorable and 19% favorable to budget, respectively.
 - Year-to-Date Net Revenues for the Recreation Fund before transfers are 2% favorable to budget.
- Backcountry Fund:
 - For the year-to-date ending November 30, 2020, Total Revenues for the Backcountry Fund 8% favorable to budget.
 - For the year-to-date ending November 30, 2020, Total Expenses for the Backcountry Fund are 8% favorable to budget.
 - For the year-to-date ending Net Revenues for the Backcountry Fund before transfers are 31% unfavorable to budget.

Minutes of the December 14, 2020 Finance Committee Meeting - Continued
Highlands Ranch Community Association, Inc.

A motion was made to recommend that the HRCA Board of Directors accept the November 30, 2020 Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: John Mackowiak Second: Nick Paytas

Next on the agenda was the opening for the Finance Committee. We now have 2 openings due to Finance Committee members moving out of Highlands Ranch. Each member contributed changes to be made to the current advertising and John Phibbs will create a new draft. The committee thanked Nick Paytas for his last 3 ½ years of service and wished him good luck in his move.

Last on the Agenda, Committee member John Mackowiak asked Krystal Woodbury for the Board's reaction to the issues the Finance Committee had brought up at the November 16th meeting. He had asked to have a robust discussion with the board on these following issues: Salary Survey, Scholarship Fund, Technology, Rental Property and Insurance. Discussion was held and Krystal Woodbury responded that she did discuss at BWS and salary survey is not in the budget for 2021 and a study now with COVID could skew results and no more discussion on Scholarships since Linda's response last month. Nick Paytas suggested there should be a formal process put in to place where there is a forum for the Finance Committee and the Board to discuss issues. John Mackowiak ended the discussion saying the Board should go on record with their decisions regarding topics brought up by the Finance Committee and show leadership and transparency and not sweep issues under the rug.

The next Finance Committee meeting is scheduled for Monday January 18, 2020 at 6:00 p.m. Via GoToMeeting

The meeting was adjourned at 7:05 p.m.

Respectfully Submitted,

Karen Jackson
Highlands Ranch Community Association, Accounting Manager



**Board of Directors Meeting
January 19, 2021
AGENDA**

- I. Call to Order
- II. Roll Call and Proof of Notice
- III. Approval of Minutes of Action from October 20, 2020
- IV. Reports
 - Accept the Fourth Quarter Financial Statements for HRCAA
 - Accept the Fourth Quarter Financial Statements for HRCSF
 - Accept the Fourth Quarter Financial Statements for HRBCEF
- V. Additional Business
- VI. Adjournment

For additional information contact annie.vincent@hrcaonline.org



**Board of Directors Meeting
October 20, 2020
MINUTES**

- I. Call to Order: 7:10 p.m.
- II. Roll Call and Proof of Notice: A quorum was established. Directors Scott Lemmon, Brock Norris, Jim Allen, Krystal Woodbury and Melissa Park were present.
- III. Approval of Minutes of Action from July 21, 2020

ACTION: A motion was made by Melissa Park and seconded by Krystal Woodbury to approve the July 21, 2020 Minutes. Motion carried.
- IV. Reports
 - Accept the Third Quarter Financial Statements for HRCAA

ACTION: A motion was made by Krystal Woodbury and seconded by Brock Norris to approve the Third Quarter HRCAA Financial Statements. Motion carried.
 - Accept the Third Quarter Financial Statements for HRCSF

ACTION: A motion was made by Krystal Woodbury and seconded by Brock Norris to approve the Third Quarter HRCSF Financial Statements. Motion carried.
 - Accept the Third Quarter Financial Statements for HRBCEF

ACTION: A motion was made by Krystal Woodbury and seconded by Brock Norris to approve the Third Quarter Financial Statements for HRBCEF. Motion carried.

For additional information contact annie.vincent@hrcaonline.org



- Approval of Resolution: 20_10_24: 2021 HRCAA Budget Adoption

ACTION: A motion was made by Melissa Park and seconded by Brock Norris to approve the 2021 HRCAA Budget. Motion carried.

- Approval of Resolution: 20_10_25: 2021 HRCSF Budget Adoption

ACTION: A motion was made by Melissa Park and seconded by Brock Norris to approve the 2021 HRCSF Budget. Motion carried.

- Approval of Resolution: 20_10_26: 2021 HRBCEF Budget Adoption

ACTION: A motion was made by Melissa Park and seconded by Brock Norris to approve the 2021 HRBCEF Budget. Motion carried.

V. Additional Business: Krystal Woodbury asked about the 2021 allocation to the HRCSF due to lack of expected funding from the Beer Fest.

VI. Adjournment: 7:24 p.m.

Respectfully Submitted,

Jim Allen, Secretary

For additional information contact annie.vincent@hrcaonline.org