



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.  
REGULAR MEETING OF THE DELEGATES AGENDA  
August 17, 2021  
5:30 p.m.

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

<https://global.gotomeeting.com/join/600122901>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 600-122-901

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<u>Business Meeting</u>	<u>Approximate Time</u>
1. Remarks from Invited Guests: Douglas County Schools Superintendent, Corey Wise	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 July 20, 2021	5:55 p.m.
6. Board of Directors Reports	6:00 p.m.
a. Jim Allen, Krystal Woodbury, Brock Norris, Scott Lemmon, Melissa Park	
7. Facilities Update- Ken Joseph	6:10 p.m.
8. Finance- John Phibbs	
o 2022 Budget Kick-Off	6:20 p.m.
9. Backcountry- Mark Giebel	
o RFP Update	6:35 p.m.
10. Continued / New Business	6:50 p.m.
11. Member Forum (Sign up in advance and 3-minute time limit)	6:51 p.m.
12. Delegate Forum (Sign up in advance and 3-minute time limit)	6:55 p.m.
13. Adjournment	7:05 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, September 21, 2021

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*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](mailto: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

July 20, 2021

5:30 p.m.

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

<https://global.gotomeeting.com/join/252445165>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 252-445-165

- 
- 1. Remarks from Invited Guests: Douglas County Fair and Rodeo:** Commissioner Lora Thomas and Fair Board Director Dean Elliott spoke about the 2021 Fair and Rodeo being held on July 31-August 8. Mr. Elliott provided a schedule of events and explained how to purchase tickets.
  - 2. Call to Order:** 5:40 p.m.
  - 3. Proof of Notice of Meeting**
  - 4. Roll Call / Establishment of Quorum:** A quorum was established. 17,566 lots of 31,338 lots were present.
  - 5. Approval of Minutes from the Preceding Meeting of Delegates on June 15, 2021**

**ACTION:** The June 15, 2021 minutes were adopted by unanimous consent.
  - 6. Board of Directors Reports:** Jim Allen provided a PowerPoint presentation. Jim presented about the July QBR, in-person meetings, surplus projects, the Backcountry RFP, the Board meeting and quarterly meeting.
  - 7. Facilities Update-** Ken Joseph provided a PowerPoint presentation about the 2021 Surplus Projects.

**ACTION:** A motion was made by Elizabeth Strock, #16 and seconded by Rebecca Rothwell, #26 to approve the 2021 Surplus Project List as presented. Discussion and questions occurred. Monica Wasden, #80 asked about previous sinking issues at Southridge; Patty McGuinness, #112 summarized her observations based on a site visit and concerns about the sidewalk and gate repair. Pattie requested that the presentation she worked on with Kurt Huffman, #82 be shared with the Delegates; Kurt Huffman, #82 summarized his observations and recommendations also based on his site visit. Kurt shared his concerns about the sidewalk and gate projects being approved. Grethe Stem, #108 asked why Pattie and Kurt did not invite other Delegates on their tour; Elizabeth Strock, #16 commented about the safety considerations and need for the project list; Mark Dickerson, #110 asked about the size of the sidewalk needing repair; Rebecca Rothwell #26 asked about Southridge being built on a landfill. Discussion occurred about the original motion.

**ACTION:** Pattie McGuinness, #112 moved to amend the original motion to allow the 2021 Surplus Project List to be approved, but without including the Eastridge sidewalk and Westridge gate projects.

**ACTION:** Elizabeth Strock, #16 withdrew her original motion and a new motion was made by Greg Herman, #17 and seconded by Roy King, #4 to approve the 2021 Surplus Project List as originally presented. Motion carried with

a roll call vote of 11,916 lots in favor and 5,650 lots opposed.

**8. Community Relations:** Jamie Noebel provided a PowerPoint presentation. Jamie presented about the 4<sup>th</sup> of July parade and fireworks, summer concerts, the farmer's market and upcoming tacos and tequila event.

**9. Continued / New Business:**

**ACTION:** A motion was made by Grethe Stem, #108 and seconded by Mark Dickerson #110 to increase the Backcountry concept planning budget from \$50,000 to \$70,000. Questions and discussion occurred. Rebecca Rothwell, #26 asked about plumbing and OSCA allowances; Kurt Huffman, #82 asked about the possibility of building in other areas of the Backcountry. Motion carried.

**10. Member Forum:** None

**11. Delegate Forum:** Jean Rehnke, #20 asked about the Residential Improvement Guidelines and a neighbor in violation status; Carolyn Groom, #88 asked when the nursely will re-open for drop-in daycare; Monica Wasden, #80 thanked Jamie and her staff for organizing the 4<sup>th</sup> of July Parade.

**ACTION:** A motion was made by Monica Wasden, #80 and seconded by Kurt Huffman, #82 to appoint a committee to conduct a review of the Bylaws. Discussion and questions occurred. Grethe Stem, #108 asked for more information about what would be changing or added; Jim Sebben, #109 asked if Bylaw changes would require budgeted funds. Discussion occurred about the original Bylaw Committee that was in place from 2015-2017. Motion carried with 2889 lots opposed including districts #108; #17; #26; #13; #5; #1; #111; #21; #115; #65; #4.

**12. Adjournment:** 7:25 p.m.

**Respectfully Submitted,**

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*Brock Norris, Secretary*



DISTRICT DELEGATE ROLL CALL & 2021 SURPLUS PROJECT LIST  
 MEETING DATE: JULY 20, 2021  
 RECORD DATE: JULY 13, 2021

Instructions:  
 For initial role call:  
 - For Delegates who are present - place an "X" in column C in the

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 WALKER	X	F	297	297	-	297	297	-	-
2	JESUS BOHIA			266	-	-	-	-	-	-
3	SAMARA LYON-FRICK			184	-	-	-	-	-	-
4	ROY KING (Stratton Ridge)	X	F	153	153	-	153	153	-	-
5	JUDY DYK (Bradford Hills)	X	F	108	108	-	108	108	-	-
6	KEANAN CYPHER (Sugarhill)			126	-	-	-	-	-	-
7	MICHAEL RILEY			295	-	-	-	-	-	-
8	HEATHER BLAKE (Chalet)			97	-	-	-	-	-	-
9	STEP LEBOLPH (Rimington Bluffs)			98	-	-	-	-	-	-
10	JIM MATSEY			143	-	-	-	-	-	-
11	DEREK LONG			251	-	-	-	-	-	-
12	CONNIE ROSEL (Falcon Hills)			111	-	-	-	-	-	-
13	HILARY PRICE	X	F	199	199	-	199	199	-	-
14	TAMMY KELLY	X	F	185	185	-	185	185	-	-
15	JUSTIN HILL			208	-	-	-	-	-	-
16	ELIZABETH STROCK	X	F	105	105	-	105	105	-	-
17	GREG HERMAN	X	F	166	166	-	166	166	-	-
18	GLENN PROULX	X	O	318	318	-	318	318	-	-
20	JEAN REHME	X	F	208	208	-	208	208	-	-
21	JOE STEWART	X	F	189	189	-	189	189	-	-
22	BRYAN WALSH	P	F	132	-	132	132	132	-	-
23	DONNICK ESPINOSO	X	O	142	142	-	142	142	-	-
24	CONNIE ROSEL			83	-	-	-	-	-	-
25	ANDY JONES			438	-	-	-	-	-	-
26	REBECCA ROTHWELL	X	F	183	183	-	183	183	-	-
27	KEITH GLENN	X	F	242	242	-	242	242	-	-
28	BRYAN WALSH	P	F	48	-	48	48	48	-	-
30	BRAD STAYER (Timberline)			368	-	-	-	-	-	-
40	FRANK IMPNNA	P	O	368	-	368	368	368	-	-
41	DAN DEBACCO			366	-	-	-	-	-	-
49	KARLA LAURENT			291	-	-	-	-	-	-
50	LINDA MALLETT (Glenshades)	X	F	345	345	-	345	345	-	-
51	SID BASU			253	-	-	-	-	-	-
52	CLINTON CAVE	X	F	234	234	-	234	234	-	-
53	SHARVA LAMDIS			171	-	-	-	-	-	-
60	VACANT			184	-	-	-	-	-	-
61	JEFF ROHR			105	-	-	-	-	-	-
62	NANCY SMITH	X	F	197	197	-	197	197	-	-
63	TODD LANGRVAE			51	-	-	-	-	-	-
64	CHRIS BAYEE			130	-	-	-	-	-	-
65	DON WOODLAND	X	F	96	96	-	96	96	-	-
66	TOM BEHNER			224	-	-	-	-	-	-
68	BOMAR ALVARADO			152	-	-	-	-	-	-
69	LOUISE ANNARI			81	-	-	-	-	-	-
70	TERI HELMSTAD (The Village)	X	F	81	81	-	81	81	-	-
71	CONNIE ROSEL (Falcon Hills South)			36	-	-	-	-	-	-
73	WILL JOHNSON	P	F	1,184	-	1,184	1,184	1,184	-	-
74	BILL BUETTNER			940	-	-	-	-	-	-
75	SUSAN O'BRIEN	X	F	74	74	-	74	74	-	-
76	JENNIFER MITKOWSKI			223	-	-	-	-	-	-
77	MELISSA SMESSEART	X	F	420	420	-	420	420	-	-
78	AMET GUPTA			274	-	-	-	-	-	-
79	GRACE MCMAHON (The Retreat)			101	-	-	-	-	-	-
TOTAL				31,338	14,700	2,866	17,566	11,916	5,650	-
QUORUM 51%				15,982				12,566	1,010	-

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 WADEN (PA20)	X	O	1,533	1,533	-	1,533	-	1,533	-
81	AL HONNEAU			20	-	-	-	-	-	-
82	KURT HUFFMAN	X	O	778	778	-	778	-	778	-
83	ANDY NATALIE	X	F	180	180	-	180	180	-	-
84	DAVID ALBERT			785	-	-	-	-	-	-
85	DEBORAH SPICER			784	-	-	-	-	-	-
86	CRYSTAL BRYANT			1,290	-	-	-	-	-	-
87	VACANT (Indigo Hill)			481	-	-	-	-	-	-
88	CAROLAN CROOM (Weatherstone)	X	F	294	294	-	294	294	-	-
89	JUDI RILEY (Villages at H.R.)			323	-	-	-	-	-	-
90	MICHAEL DEVINNY (Spaces)	X	F	250	250	-	250	250	-	-
91	GINGER NEST (Sisters Village)			199	-	-	-	-	-	-
92	MICHELLE RATCLIFF (Canyon Ranch)	X	F	440	440	-	440	440	-	-
93	VACANT			260	-	-	-	-	-	-
94	AL PELKOWSKI (Westside Knolls)	P	F	617	-	617	617	617	-	-
95	TOM HALL (Coventry Ridge)	X	F	56	56	-	56	56	-	-
96	VACANT (Highwoods HOA)			104	-	-	-	-	-	-
97	WILLIAM SMITH	X	F	336	336	-	336	336	-	-
98	DANA SCHANTZ (Sandance @ Indigo Hill)	X	F	225	225	-	225	225	-	-
99	MICHAEL PETRUCELLI (Carlyle Park)			213	-	-	-	-	-	-
100	PAT KAPTAIN			177	-	-	-	-	-	-
101	BRUCE PLOTTER	X	O	111	111	-	111	-	111	-
102	PAULA BACHELLER	X	O	202	202	-	202	-	202	-
103	JON BENZ	X	F	401	401	-	401	401	-	-
104	DAN DEBACCO			523	-	-	-	-	-	-
105	JOSEPH ADEN			353	-	-	-	-	-	-
106	RITA NORRIS	X	F	226	226	-	226	226	-	-
107	ALDIS SIDES (HR Golf Club)	X	F	579	579	-	579	579	-	-
108	GRACE STEWART	X	F	208	208	-	208	208	-	-
109	JIM SEBEN (Backcountry)	X	F	1,252	1,252	-	1,252	1,252	-	-
110	MARK DICKERSON (Stonebarn)	X	O	87	87	-	87	-	87	-
111	MIKE WOODLAND (Frontgate)	X	F	1,863	1,863	-	1,863	1,863	-	-
112	PATTIE MCGUNNESS (Highland Walk)	X	O	298	298	-	298	-	298	-
113	FRANK IMPNNA	P	F	517	-	517	517	517	-	-
114	CLAY KARR (The Heights)			1,652	-	-	-	-	-	-
115	DAVE JACQUARD (Bromstones)	X	O	359	359	-	359	-	359	-
116	ROBERT STRAUSS (Tresana)	X	F	557	557	-	557	557	-	-
120	VACANT (Creek Tower Residences)			318	-	-	-	-	-	-
212	VACANT (Stonebridge)			77	-	-	-	-	-	-
213	KAREN BURCH (Palomino Park-Gold Peak)	X	O	523	523	-	523	-	523	-
TOTAL				31,338	14,700	2,866	17,566	11,916	5,650	-
QUORUM 51%				15,982				12,566	1,010	-

\*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

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

<https://global.gotomeeting.com/join/600122901>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 600-122-901

August 17, 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 July 20, 2021 Board Meeting
- Approval of Finance Committee Minutes from July 19, 2021
- Approval of the Development Review Committee Minutes from July 14, 2021
- Approval of Architectural Review Committee Minutes from July 7 & 21, 2021
- Approval of Resolution 21-08-13: Judicial Foreclosure of 6634 Laguna Circle
- Approval of DRC Applicant: Jerry Jeter

**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 July 2021 Financials
  - Approval of the July 2021 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

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

<https://global.gotomeeting.com/join/252445165>

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Access Code: 252-445-165

July 20, 2021

5:30 p.m.

**\*Quarterly 501 (C)3 meeting followed\***

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**1. Call to Order:** 7:30 p.m.

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

**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 June 15, 2021 Board Meeting
- Approval of Finance Committee Minutes from June 14, 2021
- Approval of Architectural Review Committee Minutes from June 2 & 16, 2021
- Approval and Reappointments of HRCSF and HRCAA Candidates and Charters

**ACTION:** A motion was made by Brock Norris and seconded by Krystal Woodbury to approve the consent agenda. Motion carried.

**5. Forum – Member:** Trent Balzer from 9648 Queenscliffe Drive spoke against fireworks in his neighborhood and cars parked on the road. Andrea Anzur from 1442 Braewood Ave asked about drop-in childcare and the improvements needed to the road leading to the Backcountry camp area.

**6. Director Comments:** None

**7. Committee Reports**

- Delegate Meeting: None
- Architectural Review Committee: Mike Bailey asked for legal counsel to be included in the review process with the Bylaw Committee.
- Development Review Committee: None
- Commercial Review Committee: None
- Finance Committee: John Phibbs summarized some of the revenues and expenditures within the financials. Karen Jackson provided a review of the June 2021 Financials.

**ACTION:** A motion was made by Brock Norris and seconded by Scott Lemmon to approve the June 2021 Financials. Motion carried.

**8. General Manager Report:** Jerry Flannery thanked Jamie and Sara for organizing the parade and training the contractor on the process.

**9. Continued Business:**

**ACTION:** A motion was made by Melissa Park and seconded by Krystal Woodbury to approve the 2021 Surplus Project List. Motion Carried.

**ACTION:** A motion was made by Melissa Park and seconded by Scott Lemmon to increase the budget from \$50,000 to \$70,000 for the Backcountry planning process. Motion carried.

Discussion occurred about how to setup the Bylaw Committee.

**10. New Business:** None

**11. Delegate Forum:** Kurt Huffman, #82 commented about the way the Delegate vote was taken for the Surplus Project List. Aldis Sides, #107 thanked everyone for a successful 4<sup>th</sup> of July parade. Aldis also commented about the importance of in-person meetings.

**12. Adjournment:** 8:01 p.m.

**Respectfully Submitted,**

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**Brock Norris Secretary**



## **August FYI's**

### **Cotillion Registration Opens**

July 23<sup>rd</sup> marked the opening of our 14<sup>th</sup> Annual Cotillion registration. Last year we were not able to have Cotillion, so we're excited to get back to it this year. This is a wonderful program that is in partnership with Platinum Protocol. The 6<sup>th</sup>-8<sup>th</sup> grade final dinner party will be held at the H. R. Mansion at the beginning of December.

### **Recital**

August 21<sup>st</sup> will be our "Surfin Safari" Dance Recital at Southridge. We have roughly 90 children participating, where kids get to show off their toe-tapping skills.

### **Summer Swimming Success**

HRCA provided over 2,000 swim lessons, privates, adult masters programs & coached youth camps & clinics during June-August. Swimmers from the age of 6 months to over 60 participated in swimming activities this summer. Each participant improved their skills and gained confidence towards a lifetime of safely enjoying aquatic activities.

### **Race Series**

The Race Series has one of its busiest months of the year in August, with the final mountain bike race of the summer, the Splash. Mash. Dash. Kid's Triathlon, and the Wildcat Mountain Trail Races. The Mountain Bike Series kept points for all divisions with series championships awarded on August 11<sup>th</sup>. After August the Race Series will keep the momentum strong for our last two races of the season.

### **Fitness**

The fitness department continues to see participants returning to classes and training sessions post COVID. We are actively working to hire more trainers to support our high demand for personal trainers. We are also planning to add more group fitness classes back to the schedule in September when the kids are back in school. The ZONE program continues to grow as more first-time participants are trying out the classes.

### **Sports**

Summer camps have all wrapped up from a busy summer! Adult Beach Volleyball has also wrapped up with two nights of coed leagues. In August we are running TKD classes, fencing classes, Soccer Shots, basketball camps/clinics, and golf clinics. Additionally, we will be starting the youth volleyball league at the beginning of the month with a record-breaking number of teams. We recently opened registration for youth girls' basketball.

### **Tennis**

HRCA's Junior Team Tennis 2021 season wrapped up with 116 junior players playing their final matches against other South Denver teams. The Adult League season will soon conclude for ITA Mixed Doubles and CTA Adult 65 & Over players. HRCA's In-House Doubles program registration has started for league play beginning the week of September 17. Doubles teams will be competing at the 2.5, 3.0 and 3.5 levels for league sessions.

### **Therapeutic Recreation**

July happenings for the TR Program included personal instruction on land and aquatic therapy. Thrilling Thursdays, Hip Hop, TR Tri Camp, TR Tennis, TR Summer Sports camp, Yoga, and Tae Kwon Do were popular offerings.



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

## ARCHITECTURAL REVIEW COMMITTEE

DATE: July 7, 2021

### MEETING MINUTES

#### I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Mr. Dan DeBacco, Committee Vice Chair

- Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Dan DeBacco	✓		
George Elliott	✓		
William Smith			✓
Sue Foppe	✓		
Jonathan Fuller			✓
Jerry Jeter	✓		
Elizabeth Sable			✓

Also in attendance:

Cassie Thomas, Community Improvement Manager  
Cathleen Mierau, Residential Coordinator

#### II. NEW BUSINESS:

- Architectural Review Committee Minutes – Meeting Minutes from the June 16, 2021 meeting and Submittals reviewed in office were approved.
- Architectural Reviews – The Committee Members reviewed the following submittals.
  1. 9927 Clyde Circle – Deck and solid deck cover – Approved
  2. 1645 Adobe Place. – Paint -Reviewed outside of meeting by Committee members on 7/8/2021.
  3. 10268 Bentwood Lane – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  4. 9629 Cove Creek Drive – Paint- Reviewed outside of meeting by Committee members on 7/8/2021.
  5. 535 Chiswick – Paint- Reviewed outside of meeting by Committee members on 7/8/2021..
  6. 87 Falcon Hills Drive – Paint- Reviewed outside of meeting by Committee members on 7/8/2021.
  7. 9798 Spring Hill Drive – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  8. 1343 Spotted Owl Way -Paint- Reviewed outside of meeting by Committee members on 7/8/2021.
  9. 11000 Timberridge Lane – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.

- Architectural Reviews – The Committee Members reviewed the following submittals. (Continued)
  10. 10906 Valleybrook Circle – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  11. 3466 Whitford Drive – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  12. 842 Thames Street – Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  13. 95 Sylvester Street - Paint – Reviewed outside of meeting by Committee members on 7/8/2021.
  14. 1752 Mountain Maple Ave – Gutters – Not approved.
  15. 10126 Rustic Redwood Way – Shed 10 X 12 - Approved
  16. 9838 Isabel Court – Shed 10 X 10 – Approved
  17. 10132 Foxridge Circle – Shed – 10 X 12 -The Committee gave Homeowner two options.
  18. 753 Homestead Drive – driveway extension – Approved.
  19. 122 Fairchild Place – addition- Re-reviewed outside of meeting by Committee members on 7/8/2021.
  20. 10981 Bluegate Way – Approved
  21. 3975 Garnet – Addition of screened in patio – Reviewed outside of meeting by Committee members on 7/8/2021.
  22. 20 Jack Rabbit Place – siding – solar – Solar and roof were approved and further information was requested on siding
  23. 6301 Freeport Drive – Commercial vehicle – White van – Conditionally approved

With no further business, the meeting adjourned at 6:35 p.m.

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**Laurie Allred**, Architectural Review Committee Chair



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

## ARCHITECTURAL REVIEW COMMITTEE

DATE: July 21, 2021

### MEETING MINUTES

#### I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Ms. Laurie Allred, Committee Chair

- Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused
Laurie Allred, Chair	✓		
Dan DeBacco			✓
George Elliott	✓		
William Smith	✓		
Sue Foppe	✓		
Jonathan Fuller			✓
Jerry Jeter	✓		
Elizabeth Sable	✓		

Also in attendance:

Cassie Thomas, Community Improvement Manager  
Cathleen Mierau, Residential Coordinator

#### II. NEW BUSINESS:

- Architectural Review Committee Minutes – Meeting Minutes from the July 7, 2021 meeting and Submittals reviewed in office were approved by Committee Members.
- Architectural Reviews – The Committee Members reviewed the following submittals.
  1. 1752 Mountain Maple Avenue – Black gutters – Homeowner added paint submittal for roofline in addition to his gutter submittal – Approved
  2. 1360 Knollwood Way – 8 X 12 X 9’1” Shed Variance requested.- Location Denied
  3. 10368 Fairlawn Trail – Patio replacement and expanded – Not approved – Committee offered new plan
  4. 775 Poppy Place – Garage door - Approved
  5. 2698 Greatwood Way – Would like to tile front entry – Approved
  6. 10683 Wynspire Way – Commercial Vehicle – Conditionally Approved
  7. 10213 Bentwood – Paint – Not approved- Reviewed outside of meeting by Committee members on 7/20/2021.
  8. 618 Timberline Place – Paint – Not approved- Reviewed outside of meeting by Committee members on 7/20/2021.
  9. 9939 Melbourne Place – Paint - Not Approved - Reviewed outside of meeting by Committee members on 7/20/2021.

10. 200 Prairie Ridge Road – Paint – Not Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
11. 200 Prairie Ridge Road – Paint – Roof - Not Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
12. 9363 Cattail Court – Paint - Partially Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
13. 10777 Chadsworth Lane – Paint – Not Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
14. 9265 Roadrunner Street – Paint – Partially Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
15. 10054 Silver Maple Circle – Paint – Partially Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
16. 618 Fairchild Drive – Paint and German Schmeier – Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
17. 1496 Meyerwood Circle – Paint – Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
18. 2773 Pemberly Avenue – Paint – Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
19. 2842 Canyon Crest Drive – Paint – Approved -Reviewed outside of meeting by Committee members on 7/20/2021.
20. 9806 Townsville Circle – Paint – approved- with Committee suggestions Approved -Reviewed outside of meeting by Committee members on 7/20/2021.

With no further business, the meeting adjourned at 6:22 p.m.

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**Laurie Allred**, Architectural Review Committee Chair



# HIGHLANDS RANCH COMMUNITY ASSOCIATION

## DEVELOPMENT REVIEW COMMITTEE

DATE: July 14, 2021

### MEETING MINUTES

#### I. Call to Order

The meeting was called to order at 6:00 p.m. by Vice Chairman Rob Mierau.

Roll call was taken by Secretary Madlambayan.

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

Also in attendance:

Cassie Thomas, HRCA CIS Manager

Jordan Hill, Café Rio

Jerry Jeter, Architectural Committee Member

Terry Loock, Café Rio

Adrian Bolders, Vi at Highlands Ranch

Will Scott, PGAL/Café Rio

Michael Rustemeyer, 122 Fairchild

#### II. Review and Approval of May 12, 2021 Minutes

##### Action:

A motion was made by **D. Flin** to **Accept the May 12, 2021 minutes and publish as written, seconded by A. Madlambayan.**

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

#### III. 2850 Classic Drive- Vi at Highlands Ranch | Site Plan Amendment-

Scope of Project: Site Plan Amendment to accommodate 5,160 s.f. footprint for expansion of the Care Center which is 100% occupied. Total addition over three stories (15, 480 s.f.). Relocation of building transformer and stand-by generator to the west side of addition. Realignment of service drive, new retaining walls and landscaping.

Adrian Bolders of Vi at Highlands Ranch was in attendance and presented the proposed modifications including the Care Center expansion, enclosure of the dining room patio and additional parking stalls.

Key Comments from the Committee review and discussion:

- The Committee appreciated the thoughtful design of the additions.

- There was a great deal of conversation about the generator area and access. The Committee has requested that specs for the generator access be provided once confirmed.
- The Committee suggested that the landscaping around the generator area be re-evaluated and a more native design be explored, as there are concerns about maintenance in that area as well the manicured design may attract more attention.

**Action:**

A motion was made by **A. Madlambayan** to **Approve the plans with the condition that all materials must match the existing structures, the specifications for the generator access be submitted later and that the generator area screening landscape be further evaluated,** seconded by **D. Flin**.

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

**\*The agenda was amended to move 6161 Business Center Drive- Skyview Academy to later in the meeting, as the next two applicants were present. \***

**IV. 9215 Broadway- Café Rio | Site Plan Amendment-**

Scope of Project: Site Plan Amendment for conversion of Kentucky Fried Chicken to Café Rio. Update building façade by painting. Additional improvements. Mural proposed.

Terry Loock of Café Rio walked the Committee through the proposed changes. After discussion, the Committee offered the following comments:

- Contact Building Restoration Specialties regarding removal of paint from split face block to see if possible.
- Refresh the building by removing the grid pattern in the stucco on upper façade.
- Provide elevations that reflect the roof screen wall and proposed material and color.
- Ensure consistency of colors and materials on each elevation- example- banding on tower element is not consistent on all four sides.
- Consistency is needed between the narrative and the plans. There are discrepancies between the two in terms of the scope of work and plan details.
- Drive thru window is proposed as full height- is this accurate?
- Enhancements are needed to the landscape- submit plan.
- Details are needed on site furnishings- submit plan and specifications.
- Reflect proposed signage modifications.
- The mural concept will not be permitted on the exterior of the building.
- Consider creative paneling or alternatives on the west elevation to break up the façade as opposed to the mural.
- Will this site apply for a liquor license? If so, please reflect any areas of enclosure and materials.

**Action:**

A motion was made by **D. Flin** to **reject the plans as submitted,** seconded by **A. Madlambayan**.

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

**V. 122 Fairchild Place | Addition- Referral from Architectural Committee**

The Architectural Committee referred a large-scale addition to the DRC for review. Jerry Jeter, Arc Committee Member, and Michael Rustemeyer, homeowner were present to walk the Committee through the proposed addition and answer any questions.

The Committee offered the following comments:

- All materials must match that of the existing structure.
- Center the lower window on the south elevation between the two upper story windows.
- Center the door on the east elevation under the 2<sup>nd</sup> story access.
- The plans did not include the west elevation. Please submit.
- Verify roof plans accurately reflect alignment as discrepancies were noted on the north elevation.
- Restoration of impacted landscape areas if required.

**Action:**

A motion was made by **D. Flin** to **conditionally approve the plans subject to the door and window adjustments as discussed and exploring adding gables to break up the eaves**, seconded by **G. Banks**.

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

**VI. 6161 Business Center Drive- SkyView Academy | Site Plan Amendment-**

Scope of Project: Site Plan Amendment for installation of DISH Wireless antennas and additional equipment on rooftop with screening wall.

As the applicant was not able to attend, Ms. Thomas gave a brief overview of the project. The Committee expressed the following concerns/questions:

- The Committee requested more illustrative elevations and/or photo simulations, as the black and white CAD line drawings do not reflect the project accurately.
- The antennas need to be moved to the interior of the roof, or there needs to be better integration of the units at the corners. The proposed design looks out of place.
- Screening is needed for the equipment at ground level on the west elevation.
- Confirm the screening material for the rooftop units- it is noted that it will be painted. What is the material and what color?
- Is this equipment 5G?

**Action:**

A motion was made by **D. Flin** to **deny the project as submitted**, seconded by **A. Madlambayan**.

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



**VII. Non-Agenda Resident Comments-**

There were no residents in attendance.

**With no further business, the meeting adjourned at 8:21 pm.**

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Rob Mireau, Vice Chairperson  
Development Review Committee

Ariel Madlambayan, Secretary  
Development Review Committee



**Minutes of the July 19, 2021 Finance Committee Meeting - Continued  
Highlands Ranch Community Association, Inc.**

- For the month and year-to-date ending June 30, 2021, Total Revenues for the Recreation Fund are 10% and 3% favorable to budget, respectively.
- For the month and year-to-date ending June 30, 2021, Total Expenses for the Recreation Fund are 6% and 7% favorable to budget, respectively.
- Year-to-Date Net Revenues for the Recreation Fund before transfers are 31% favorable to budget.
- Backcountry Fund:
  - For the year-to-date ending June 30, 2021, Total Revenues for the Backcountry Fund 43% favorable to budget.
  - For the year-to-date ending June 30, 2021, Total Expenses for the Backcountry Fund are 3% unfavorable to budget.
  - For the year-to-date ending Net Expenses for the Backcountry Fund before transfers are 38% unfavorable to budget.

**A motion was made to recommend that the HRCA Board of Directors accept the June 30, 2021, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.**

**Motion:            John Mackowiak            Second:            Mikel Wilcox**

The Finance Committee then reviewed the June 30, 2021 (Second Quarter) Highlands Ranch Cultural Affairs Association financial statements.

- For the year to date ending June 30, 2021, it was noted that Total Revenues are 14% unfavorable to budget.
- For the year to date ending June 30, 2021, it was noted that Total Expenses are less than 1% favorable to budget.

**A motion was made to recommend the HRCA Board of Directors accept the June 30, 2021 (Second Quarter) Highlands Ranch Cultural Affairs Association financial statements as presented. The motion was approved.**

**Motion:            Ron Welk            Second:            Mikel Wilcox**

The Finance Committee then reviewed the June 30, 2021 (Second Quarter) Highlands Ranch Community Scholarship Fund financial statements.

- For the year to date ending June 30, 2021, it was noted that Total Revenues are 81% unfavorable to budget.
- For the year to date ending June 30, 2021, it was noted that Total Expenses are 6% favorable to budget.

**A motion was made to recommend the HRCA Board of Directors accept the June 30, 2021 (Second Quarter) Highlands Ranch Community Scholarship Fund financial statements as presented. The motion was approved.**

**Motion:            John Mackowiak            Second:            Krystal Woodbury**

**Minutes of the July 19, 2021 Finance Committee Meeting - Continued  
Highlands Ranch Community Association, Inc.**

The Finance Committee then reviewed the June 30, 2021 (Second Quarter) Highlands Ranch Backcountry Conservation & Education Fund financial statements.

- For the year to date ending June 30, 2021, it was noted that Total Revenues are 7% favorable to budget.
- For the year to date ending June 30, 2021, it was noted that Total Expenses are 5% unfavorable to budget.

**A motion was made to recommend the HRCA Board of Directors accept the June 30, 2021 (Second Quarter) Highlands Ranch Backcountry Conservation & Education Fund financial statements as presented. The motion was approved.**

**Motion:           Mikel Wilcox                   Second:           Krystal Woodbury**

The next Finance Committee meeting is scheduled for Monday August 16, 2021 at 6:00 p.m.

The meeting was adjourned at 6:45 p.m.

Respectfully Submitted,

Karen Jackson  
Highlands Ranch Community Association, Accounting Manager

### July Events

#### **July 4 Parade and Fireworks**

July 4 – Parade: Town Center North/Fireworks: Highland Heritage Regional Park, All day  
Attendance: 5,000 people at parade

#### **Open Play with the Lone Tree Symphony**

July 8 – Southridge Recreation Center, 7:00 – 9:00 p.m.  
Attendance: 95 people

#### **101<sup>st</sup> Army Rock Band**

July 9 – Civic Green Park, 6:30 – 8:00 p.m.  
Attendance: 700 people

#### **Blood Drive**

July 15 – Northridge Recreation Center, 9:00 a.m. – 1:30 p.m.  
Attendance: 25 units of blood collected

#### **Oaked & Smoked**

July 17 – Eastridge Recreation Center, 4:00 p.m. – 7:00 p.m.  
Attendance: 550 people

#### **Music at the Mansion**

July 27 & 28 – Highlands Ranch Mansion; 5:30 – 7:00 p.m.  
Attendance: 7/27: 225 people, 7/28: 190 people

#### **Culture on the Green ft. Mudra**

July 23 – Civic Green Park, 6:30 – 8:00 p.m.  
Attendance: 400

### August Events

#### **Sounds of Summer Concert: Blackwater Band**

Aug. 5 – Highland Heritage Regional Park, 6:30 p.m. – 8:00 p.m.  
Celebrate with a free, family friendly concert! Enjoy the music of 'Black Water', a classic rock band you can dance to all night long! This event is free to attend.

#### **Tequila and Tacos**

Aug. 14 – Eastridge Recreation Center – Back Patio, 3:00 – 6:00 p.m.  
Enjoy an afternoon filled with tequila and tacos! Join the HRCA and Davidsons Beer, Wine, and Spirits for our new and improved tasting event featuring tacos, tequila, margaritas, and other tequila cocktails. This fan favorite will be moving outside and will be bigger and better than ever before!

#### **Rescheduled: Culture on the Green ft. Michael Friedman Band**

Aug. 18 – Civic Green Park, 6:30 – 8:00 p.m.  
The Michael Friedman Band was formed in 2003. They will get you moving with their musical blend of R&B, funk, jazz & originals! The group has a proven performance track record throughout the Colorado Front Range. They have become a favorite of music lovers across the state.

#### **Summer Sunset Concert: That Eighties Band**

Aug. 27 – Civic Green Park, 6:30 – 8:00 p.m. Come celebrate the end to another wonderful Highlands Ranch summer

with the HRCA's and Highlands Ranch Metro District's Summer Sunset Concert! Enjoy the music and don't forget to sing and dance along!

**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.

