

# Delegate Meeting Minutes

January 16, 2024

6:00 p.m.

Southridge Rec Center

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**Agenda item:** Guest Speaker Chief Michael McIntosh **Presenter:** Chief McIntosh

Chief McIntosh presented a PowerPoint outlining the leadership within Douglas County Sheriff's Offices, Student Resource Officers, and the Explosive Detection Dog Unit.

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**Agenda item:** Department Updates **Presenter:** HRCA Staff

**Conclusions:**

Chad Mejia, Sports and Fitness, presented a PowerPoint outlining the programs within the department. The five major departments include Fitness, Race Series, Tennis and Pickleball, Therapeutic Recreation, and Sports.

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**Agenda item:** Call to Order **Presenter:** Jim Allen

Jim Allen called the meeting to order at 6:28 p.m.

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**Agenda item:** Pledge of Allegiance **Presenter:** Jim Allen

President Allen led the meeting in the Pledge of Allegiance.

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**Agenda item:** Roll Call/Establishment of Quorum **Presenter:** Theresa Hill

**Conclusions:**

A quorum was established; 19,213 of 31,934 lots were present.

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**Agenda item:** Proof of Notice of Meeting **Presenter:** Kurt Huffman

Kurt Huffman confirmed the Proof of Notice of Meeting.

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**Agenda item:** Approval of Minutes for the Meeting of the Delegates for the November 14, 2023, Meeting **Presenter:** Jim Allen

**Conclusions:**

November 2023 minutes were approved—motioned by Dennis Epperly, representing Districts 2/106, and seconded by Homar Alvarado, representing District 68. Motion carried.

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**Agenda item:** Member Forum **Presenter:** N/A

**Discussion:**

None

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**Agenda item:** Board of Directors Report

**Presenter:** Jim Allen

**Conclusions:**

President Allen presented a PowerPoint. Within the report:

Board of Director Elections. Three seats will be up for election, and the deadline to submit Board applications is January 26, 2024. Election announcements will happen on March 19, 2024.

Delegate Elections will occur in even numbered and vacant districts. The deadline to apply or intent to return is March 1, 2024.

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**Agenda item:** Board of Director Comments

**Presenter:** Board of Directors

**Conclusions:**

Monica Wasden: Thanked Mike and the Staff for the December Volunteer Appreciation event. She also commented on the new meeting format. She let Delegates know her intent to rerun as a Board Member.

Dan DeBacco: Let Delegates know his intent to rerun as a Board Member.

Melissa Park: Thanked staff for coming up and sharing departmental information.

Kurt Huffman: Thanked everyone for the December Volunteer Appreciation Event

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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Conclusions:**

Mike Bailey presented a PowerPoint. Within his report:

A highlight of the Highlands Ranch Scholarship Fund, which will have applications available at the end of January.

A reminder of snow removal within Highlands Ranch, sharing which entities cover streets and sidewalks.

A request from Representative Bob Marshall, House District 43, who has requested to come speak at our Delegate meeting. Delegates expressed interest in having him speak.

Bailey introduced Rebecca Ruiz, HRCA's new Marketing Director.

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**Agenda item:** Continued Business

**Presenter:** N/A

None

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**Agenda item:** New Business

**Presenter:** N/A

None

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**Agenda item:** Delegate Forum

**Presenter:** Delegates

None

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**Agenda item:** Adjournment

**Presenter:** Melissa Park

**Conclusions:**

Motioned by Ginger Nixt, representing District 91, and seconded by Dennis Epperly, representing Districts 2/106. The Meeting of the Delegates was adjourned at 6:52 p.m.

Respectfully submitted,



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*Melissa Park, Acting Secretary*



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**Agenda item:** Call to Order **Presenter:** Jim Allen

**Conclusions:**

The meeting was called to order at 7:04 p.m.

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**Agenda item:** Establishment of Quorum/Roll Call **Presenter:** Kurt Huffman

**Conclusions:**

A quorum was established. Directors Jim Allen, Melissa Park, Monica Wasden, Dan DeBacco, and Kurt Huffman were present.

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**Agenda item:** Proof of Notice of Meeting **Presenter:** Kurt Huffman

**Conclusions:**

Kurt Huffman confirmed the Proof of Notice of Meeting.

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**Agenda item:** Consent Agenda **Presenter:** Melissa Park

**Action Items:**

- Approval of Board Meeting Minutes of Action from December 2023
- Approval of Architectural Review Committee Minutes from December 2023
- Approval of Architectural Review Committee Applicant Patricia Callies
- Approval of Design Review Committee Applicant Erik Okland
- ~~Approval of Resolution 24\_01\_01 Highlands Ranch Community Association Inc., Regarding Finance Committee Charter~~
- ~~Approval of Resolution 24\_01\_02 Highlands Ranch Community Association Inc., Regarding Charter for the Architectural Committee~~
- Approval of Resolution 24\_01\_03 Highlands Ranch Community Association Inc., Regarding Resolution 17\_01\_03 and Specific Duties of Board Members

**Discussions:**

President Allen requested to remove Resolution 24\_01\_01 and Resolution 24\_01\_02 from the Consent Agenda for further discussion and to be amended to include the Director and Committee recommendations. The two agenda items are moved to the February 2024 Board of Directors Agenda.

**Conclusions:**

A motion was made by Monica Wasden and seconded by Dan DeBacco to approve the Consent Agenda. Motion carried.

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**Agenda item:** Member Forum

**Presenter:**

**Discussions:** None

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**Agenda item:** Director Comments

**Presenter:** Board of Directors

**Discussions:**

Jim Allen: Commented on the new layout and setup, which was much appreciated.

Monica Wasden: None

Dan DeBacco: None

Melissa Park: None

Kurt Huffman: Commented on the new layout and thanked staff for the updates.

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**Agenda item:** Committee Reports

**Presenter:** N/A

**Discussions:**

Delegate Meeting: None

Finance Committee: Brice Kahler presented the November 2023 Finances and a draft of the December 2023 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements.

**Conclusions:**

A Motion was made by Dan DeBacco and seconded by Melissa Park to approve the November 2023 HRCA financials as presented. Motion carried.

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**Agenda item:** General Manager Report

**Presenter:** Mike Bailey

**Discussions:**

General Manager Mike Bailey commented on the following:

The Committee Charters and the process for going forward to get the Resolutions approved.

An update on the meeting he attended with Director DeBacco and Douglas County representatives regarding plans for Wildcat Regional Park.

Nick Bravata, I.T. Manager, is working on a permission audit system to assess shared folder access and cold storage movement.

A reminder that the Board is scheduled to meet with the Architectural Review Committee on January 17, 2024.

The continued efforts to meeting and reoccurring meetings with Centennial Water, HRMD, Douglas County, South Suburban, and Lone Tree. Bailey informed the Board that he is set to speak at HRMD's meeting on January 30.

Congratulations to Monica Wasden for being appointed to the Executive Board of the Economic Development Chamber Committee.

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**Agenda item:** Continued Business

**Presenter:** N/A

None

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**Agenda item:** New Business

**Presenter:** N/A

Director Huffman shared that he was offered a new opportunity that is in direct conflict with his duties at HRCA and that he will be resigning effective immediately.

The Board and General Manager Mike Bailey thanked Director Huffman for his service.

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**Agenda item:** Delegate Forum

**Presenter:** N/A

**Discussions:**

Mike Woodland | District #111 – Asked how to move forward with appointing a new Board Director. Legal representative, Lindsay Smith, shared Bylaw information. The Board agreed to send out follow up communication regarding this process.

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**Agenda item::** Adjournment

Jim Allen

**Conclusions:**

The Board of Directors Meeting was adjourned at 7:35 p.m.

Respectfully submitted,



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*Melissa Park, Acting Secretary*