



## THE VILLAGE AT HIGHLANDS RANCH SUBASSOCIATION



Annual Meeting  
Southridge Recreation Center  
4800 McArthur Ranch Rd  
1:00pm on March 14, 2023

Board Members present were Roy Liljehorn, Dee Zall, Sheri Hitztaler and Gene Kissinger. Present from PMI Property Management was Paul Laird and Ryan Laird

The Annual Meeting of the Village at Highlands Ranch Sub association was called to order at 9:38am by President, Roy Liljehorn. Mr. Liljehorn thanked all committee members and Board of Director members who had previously served the community by selflessly volunteering their time to improve The Village at Highlands Ranch. Fred Blanchfield and Dee Zall were recognized for their service. A special thanks was given to Dee Zall who had faithfully volunteered her time and served the community as a member of the Board of Directors for the last three years.

### Purpose of the Annual Meeting

Mr. Liljehorn noted that the purpose of the Annual Meeting was to elect two members of The Village Sub association to the Board of Directors.

### Proof of Notice

Communication and information regarding the Annual Meeting were sent in compliance within the Sub-Associations bylaws and governing documents. The document is available upon request.

### Reading of Minutes

The motion was made from the floor to dispense with the reading of the minutes of the previous annual 2022 annual members meeting. Upon motion duly made, the minutes were unanimously approved.

### State of the Village Report

Mr. Liljehorn discussed the financial state of the association and distinctively related to the community that the financial state of the community is extremely strong. Additionally, Roy discussed what budgeting items would be fulfilled in the upcoming fiscal year.

### Election of Directors and HRCA Delegate

Nominated for the two vacant board positions were Annette Bossert, Stu Keeton, and Carole Schwall. Prior to the vote, Carole Schwall rescinded her nomination. Because there were no additional nominations from the floor, Annette Bossert and Stu Keeton were elected by acclamation.

### ARC Annual Report

Tony Hjelmstad discussed the 2022 annual Architectural Committee report which is attached to these minutes for the community member's review.

### HRCA Delegate Report

Terri Hjelmstad discussed some upcoming projects and what homeowners might expect to be completed in spring and summer.

### Social Club Report

Janet McGrath noted the various activities organized by the club (newsletter distribution, welcome committee, plantings at guard shacks, monthly lunches and breakfasts, gazebo parties, picnic, pizza party, chili party, Christmas party, decorations, and requested a \$30 donation by all interested.

### Membership Input

Mr. Liljehorn noted that the HOA is charged to verify compliance requirements for a 55+ community with HUD. Homeowners were asked to verify their age and address on a form, so the HOA has the appropriate documentation for compliance.

### Adjournment

There being no other business to come before this meeting, upon motion duly made, the meeting was adjourned at 11:47 A.M.

## The Village at Highlands Ranch Architectural Review Committee 2023 Annual Report

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This report covers March 1<sup>st</sup>, 2022 through February 28<sup>th</sup>, 2023. The ARC meets on the first Thursday of each month as needed.

**Requests** - The ARC received thirty-eight requests, seventeen fewer than 2022. Twenty-three were Approved, ten were Administratively Approved, and three were Conditionally Approved, two were withdrawn, and one expired. Three requests were forwarded to the Board and were approved. Fourteen projects are open, and one project is waiting inspection. There are no walkthrough issues in progress.

### Walkthroughs – Spring and Fall

The ARC conducts two walkthroughs each year in which a Board Member and an ARC Member walk each area of the neighborhood. The main purpose of these walkthroughs is to prevent problems from escalating. This year, no homeowner items were found which required Board action to correct, but we did find several items the Board had to correct on HOA property. In recent years, the number of items brought to the attention of homeowners and the Board have decreased remarkably, and this is a complement to all the homeowners.

The results were

- The Spring Walkthrough found eleven HOA and twenty-one homeowner issues
- The Fall Walkthrough found seven HOA and four homeowner issues

### Rules and Regulations Changes / Updates

The three changes are proposed:

1. Add duties to ARC for obtaining the “New Owner Contact Information, Disclosures, and Acknowledgement Form” from new owners.
2. Removed “not in front of house” restriction on arbors, latticework, and trellises – per new HRCA rules.
3. Changed Patio Roof section to allow “raised” mount shed roofs. – drawings not attached

### New HRCA Rule of Note

The HRCA has Implemented a Dark Skies policy and is enforcing that for all new Patio and Porch lights. All Patio and Porch Light fixture changes need both The Village and HRCA approval. Lights must not shine out or up – but only down. Many fixtures in The Village violate the new policy, so they can’t be replaced in kind.

### New Directory Coming soon

Jeri and Roger will be updating and publishing the new Village Directory soon. Please email them with any changes/additions/deletions you want for the new Directory.

Submitted March 14<sup>th</sup>, 2023  
ARC Chairman Tony Hjelmstad

Terms:

2025

Tony Hjelmstad  
John O’Leary

2023

Fred Gerken  
Jeri Evans

2024

Kathy Blanchfield  
Al Steele  
Wendy Baird

**THE VILLAGE AT HIGHLANDS RANCH  
ASSOCIATION**

**2024 ANNUAL MEETING**

**MARCH 12, 2024**

**AGENDA**

1. CALL TO ORDER – INTRODUCTION OF OFFICERS
2. ROLL CALL – DETERMINATION OF QUORUM
3. PROOF OF NOTICE OF MEETING
4. REVIEW AND APPROVAL OF MINUTES OF LAST ANNUAL MEETING
5. DIRECTOR'S REPORTS
6. ELECTION OF DIRECTOR TO THE BOARD
7. RATIFICATION OF BOARD APPROVED 2024 BUDGET
8. OLD BUSINESS
9. OPEN FORUM
10. ADJOURNMENT