



# Heather Gardens

## METROPOLITAN DISTRICT

### NOTICE OF HGMD CLUBHOUSE COMMITTEE MEETING November 14, 2023 at 1:00 P.M.

Pursuant to Section 24-6-402(2)(c), C.R.S., the Clubhouse Committee of the Board of Directors of the Heather Gardens Metropolitan District hereby gives notice that it will hold a meeting at the Heather Gardens Clubhouse, 2888 S. Heather Gardens Way, Aurora, Co 80014 in the Board Room and via Zoom videoconference at 1:00 P.M., November 14, 2023. The meeting will be held for the purpose of conducting such business as may come before the committee. This meeting is open to the public.

#### Join Zoom Meeting

<https://us06web.zoom.us/j/81694948345?pwd=cGtTOWZJb2ZPYytVIZDcUtiTVordz09>

Meeting ID: 816 9494 8345

Passcode: 791646

or

Dial-In Number: +1 346 248 7799

Committee Members: Rita Effler, Chair, Linda Worthey, Carol Anne Mayne, Sandy McCurdy, Carol Reed, Connie Burns, Debbie Parker

### AGENDA

Residents wishing to speak on agenda items will be given the opportunity at the time the item is discussed.

- 1) Determine Quorum Present
- 2) Call Meeting to Order
- 3) Chair Reports/Remarks
- 4) Committee/Club member reports
- 5) Management Comments
- 6) Review Financial Reports (If Available)
- 7) Unfinished Business
  - A. ADA compliance
  - B. Consider recommendation for room rental price increases.
  - C. Consider recommendation to implement User Fees equitably.
  - D. Consider signage for Courts, Activity rooms.
  - E. Review 8/8/2023 list
- 8) New Business
  - A. Discuss utilization of facilities
  - B. Lifelong Learning needs
  - C. Frolics requests
  - D. Recommendation to amend Procedure Memorandum Clubhouse 1:

11. Cancellations and Refunds.

“ E. No refund will be made for trips or tours if the participant is unable to attend.”

Amend to Read: No refund will be made for trips, tours, activities, or events if the participant is unable to attend.

9) Residents wishing to speak on non-agenda items—time limit is 5 minutes.

Note: When held, HGMD Clubhouse Committee meetings are held on the second Tuesday of each month at 1:00 P.M.

The next meeting is 1:00 P.M., Tuesday, December 12, 2023.

**ATTACHMENT 1  
CLUBHOUSE FEE SCHEDULE**

ROOM RENTALS*			
CLUBHOUSE ROOMS	RENTAL FEE (4 HOURS)	PER ADDITIONAL HOUR	REQUIRED DAMAGE DEPOSIT**
<b>FULL SANDBERG AUDITORIUM</b>			
Resident or Owner	<del>\$200</del> 250	\$50 <del>\$60</del>	\$200
Non-Resident or Non-Owner	<del>\$600</del> 700	\$150 <del>\$200</del>	\$200
<b>HALF SANDBERG AUDITORIUM</b>			
Resident or Owner	<del>\$100</del> 150	\$25 <del>\$50</del>	\$100
Non-Resident or Non-Owner	\$400	\$100	\$100
<b>ASPEN ROOM</b>			
Resident or Owner	<del>\$60</del> 75	\$15 <del>\$25</del>	\$100
Non-Resident or Non-Owner	<del>\$200</del> 250	\$50 <del>\$75</del>	\$100
<b>BLUE SPRUCE ROOM</b>			
Resident or Owner	<del>\$60</del> 75	\$15 <del>\$25</del>	\$100
Non-Resident or Non-Owner	<del>\$200</del> 250	\$50 <del>\$60</del>	\$100
<b>PICNIC PAVILION</b>			
Resident or Owner	<del>\$50</del> 75	\$10 <del>\$25</del>	\$100
Non-Resident or Non-Owner	<del>\$100</del> 200	\$50 <del>\$75</del>	\$100
Grill Rentals	<del>\$10</del> each 15		

HEATHER GARDENS METROPOLITAN DISTRICT

PM  
CLUBHOUSE 1

	RENTAL FEE (4 Hours)	PER ADDITIONAL HOUR	REQUIRED DAMAGE DEPOSIT**
<b>MOUNTAINVIEW ROOM</b>			
Resident or Owner	\$35 \$ 50	\$10 \$ 20	\$100
Non-Resident or Non-Owner	\$100 \$ 150	\$25 \$ 35	\$100
<b>SKYVIEW ROOM</b>			
Resident or Owner	\$35 50	\$10 20	\$100
Non-Resident or Non-Owner	\$100 \$ 150	\$25 \$ 35	\$100

\*Room rental fees may be waived for eligible events held by Heather Gardens Clubs.

\*\* Damage deposits, if warranted, will be returned within 30 days of event.

<b>LOCKER RENTAL AND OTHER FEES</b>	
Wood Shop Locker Rental per Year	\$25
Billiard Locker Rental per Year	\$10
Kiln Firing Fee per Class	<del>\$11</del> 15



<b>FACILITIES USE FEES</b>			
FACILITY	NON-RESIDENT or NON-OWNER fee per session	DROP-IN fee per class	RESIDENT or OWNER fee per session
Fitness Center Daily Use	\$15	N/A	N/A
Computers	\$25/HR.	N/A	\$0

ACTIVITY FEES		
ACTIVITY	NON-RESIDENT AND NON-OWNER DROP-IN FEE	OWNER OR RESIDENT DROP-IN FEE
Pickleball – Hourly per person	<del>\$8</del> <i>\$3 Season</i>	\$0
Swimming Pool – Indoor Daily	\$8	\$0
Swimming Pool – Outdoor Daily	\$8	\$0
Swimming Pool – Outdoor Daily – Children under 16	\$2	\$0
Table Tennis – Hourly per person	<del>\$8</del> <i>\$3 Season</i>	\$0
Tennis Courts – Hourly per person	<del>\$8</del> <i>\$3 Season</i>	\$0
Tennis Ball Machine – Hourly per person	\$8	\$0
Woodshop – Daily	\$8	\$0

# ATTENTION—NON-RESIDENTS

## Of HEATHER GARDENS

\$3 Per Dailey Session

Please pay at the front desk in the clubhouse and get a stamp.

Thank you.

Ask about membership opportunities.

This is an example. I'd request a comparable sign on each gate of the courts (3), 1 on the Billiard room and 1 on or near the door to get into the pool and fitness rooms.

Think about membership opportunities. \$50 per quarter per activity?

Pay \$50 and get resident rates for golf per quarter. \$150 per year

Pay \$50 unlimited court time per quarter \$150 a year

Pay \$50 unlimited ping pong access per quarter \$150 a year

Pay \$50 unlimited outdoor pool access when open

Pay \$50 indoor pool access when publicly open \$150 a year

Pay \$50 billiard room access when publicly open \$150 a year

\$800 per year for all amenities including Resident golf fee. No guest benefits included.

# Heather Gardens Metropolitan District 2023

Clubhouse Committee

8/8/2023

Unfinished business

Goal:

1. Implement new fees as appropriate—October

Agenda—Have ready for November meeting to recommend to Board

2. New Classes/Activities—

Striving to get with CH

manager/activities director

3 Implement an ID system

4. Finalize Pool Rules—Done,

Need to get Signs

5. Develop a Signage System

Pool Courts Rules ADA

6. Define Guest Guest/Clarify Guest Rules

7. Develop a communication system

8. Develop an SOP for Front Desk

9. Develop coordinated events with other District enterprises

10. Develop a system to collect fees from non-residents

11. Control access to fee required venues

Motion

12. Assure compliance with ADA throughout Clubhouse Response?

8/17/23

13. Establish relationship of cooperation with new Clubhouse manager

14. Job description for new Manager says work with Classes Sub-Committee?

Added

15. Consider shortening class sessions to 8 weeks. Same fee.

16. Follow up insurance proceeds for port a let and RV gate—Done

/Received

17. Parking Problems

a. Fruit Shak

b. Employees

c. Pickleball Players (Sundays especially)

18. Clubhouse Management of Activities/Events

19. Clubhouse Management Scheduling Rooms

20. Providing a shuttle service for residents periodically(routinely) to the Rendezvous for lunch/dinner/socializing (coordinate with Restaurant)

21. Review proposed 2024 Budget for Clubhouse—Agenda Oct

22. ~~Cleaning of clubhouse. Carpets, light fixtures, kitchen.~~ 9/14/23

23. Sign for Courts—“Non-Residents must register in the Clubhouse.”

## Clubhouse Room Usage

	Arts&Craft 40	Aspen 32	Blue Spruce 28	Skyview ??	Mtn View 30
	<b>Monday</b>				
9am	Ear Clinic		Senior Wellness, 1st and 3d		
10am					
11am		Spanish		Bridge	Book Club 1st only
Noon					
1pm		Texas			Book Club 1st only
2pm	Watercolor Class	Hold 'em 1st only	Mah Jongg 2nd, 4th		
3pm		Photo Club 3d only			Texas Holdem 2nd, 3d, 4th
4pm					
	<b>Tuesday</b>				
9am					
10am					
11am					
Noon					
1pm					Hand&Foot
2pm	Clay Class		Mah Jongg		Singers
3pm			Caregivers 3d only		Hand&Foot
4pm					



	Arts&Craft	Aspen	Blue Spruce	Skyview	Mtn View
Room Size	40	32	28	??	30
<b>Wednesday</b>					
9am					
10am	Ear Clinic Stained Glass Class				
11am					
Noon					
1pm					
2pm			Bridge	Poker	Pinocle
3pm	Stained Glass Class				
4pm					
<b>Thursday</b>					
9am			TOPS		
10am			Social Justice 3d only		
11am	Knit&Crochet Class				
Noon					
1pm					
2pm	Knit&Crochet Class		Bunko 1st & 3d	Bridge	Writers
3pm					
4pm					

	Arts&Craft	Aspen	Blue Spruce	Skyview	Mtn View
Room Size	40	32	28	??	30
<b>Friday</b>					
9am					
10am	Painting Class	Quilting Class			
11am				Men w Purpose 1st, 3d HG Indivisible 2nd	
Noon	Mex.Train				
1pm					Texas Holdem
2pm		Quilting Class			
3pm					
4pm		Karaoke	Karaoke		
<b>Saturday</b>					
9am		Aurora Republicans		Life Spark meets when?	
10am		4th only??			
11am					
Noon					
1pm	Mex.Train				
2pm					
3pm					
4pm					

	Arts&Craft	Aspen	Blue Spruce	Skyview	Mtn View
Room Size	40	32	28	??	30

**LEGEND:** Boxes show club activities - many are not every week as shown.

Red boxes are for Clubhouse classes. Based on Fall 2023.

Not shown is anything in the auditorium.

Assumed no learning classes before 9am and after 4pm.

## Re: Pricing and information you requested from the Frolics

M L MINES <dulcinea36@msn.com>

Mon 11/13/2023 9:26 AM

To: Wayne Wharton <waynzeworld@gmail.com>; Rita Effler <rl\_effler@hotmail.com>

Cc: Susie Hayes <susiehayesnow@gmail.com>; Arlene Krell <arlenekrellgm@gmail.com>; ceciliaponder@gmail.com <ceciliaponder@gmail.com>; rsnyder7799@msn.com <rsnyder7799@msn.com>

Wayne, great job with the letter to Rita Effler, let's hope that we can solve the floor and sound issues before the next show. Great fun at the LipSync gathering. Susie, I hope you're feeling better. MARIA

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**From:** Wayne Wharton <waynzeworld@gmail.com>

**Sent:** Friday, November 10, 2023 10:45 PM

**To:** Rita Effler <rl\_effler@hotmail.com>

**Cc:** Susie Hayes <susiehayesnow@gmail.com>; Arlene Krell <arlenekrellgm@gmail.com>; ceciliaponder@gmail.com <ceciliaponder@gmail.com>; rsnyder7799@msn.com <rsnyder7799@msn.com>; dulcinea36@msn.com <dulcinea36@msn.com>

**Subject:** Pricing and information you requested from the Frolics

Hello Rita: Here is the pricing, information, and supporting documentation you requested.

1. Both estimates for stage flooring and your recommendation including documentation.

The initial estimate for the stage flooring came from Jerry Brewster, the secretary of the previous Board of Directors of the Frolics. The quote was from Expressions in Flooring. The quote was to replace the entire stage with new hardwood flooring. The cost was **\$20,203.29**. The new Frolics board wanted to explore more options in the hopes of finding a better and more economical option. Arlen Krell, the new Vice President of the Frolics, worked in the flooring industry for most of her career. She consulted with experts she had worked with extensively. The company we brought in was Colorado Custom Carpet, Inc. They met members of our board in the Sandberg Auditorium on 10/18/23. They did their analysis and came back with the following recommendation. They do not believe the floor needs to be replaced, but rather resurfaced. Their quote involved the following: 1. Resurface a section of the existing stage floor with three different levels of Non-Slip treatment. Once complete, have the Frolics tap dancers test these sections and determine if it meets their needs, and if so, which of the three was best. Upon selection, Colorado Custom Carpet would then resurface the stage with that level of Non-Slip treatment. The total cost: : **\$2,423.77 (See attached itemized invoice)**. This is obviously the better of the two flooring estimates, and is what the Frolics board recommends.

2. Conclusion on condition of the sound system and your recommendation for remedies.

The Frolics Board worked with two consultants to analyze the condition of the sound system. We looked at the existing sound board, and also tested all sound equipment - headset microphones and handheld microphones. Regarding the microphones, we report the following:

- o **Test results:**

- Good Mics: 12, 17, 21
- Mics needing a new headset: 13, 18, 19, 21
- Mics needing total replacement: 14, 15
- The sound board can connect to 14 "headset" mics, and 2 handheld mics, for a total of 16

- Seniors 88 has 2 headset mics that could be loaned to Frolics
- New headset only:
  - Earhook Headset Mic for Shure Wireless Microphone System: \$79.89
- New headset package (headset, transmitter, and receiver);
  - XD-V75HST Digital Wireless Headset System: \$549.99
- **Option 1**
  - Purchase 4 new headsets and 2 new complete headsets: **\$1419.54**. This will give us 9 working headsets (plus 2 from Seniors 88) for a total of 11, plus 2 handheld mics.
- **Option 2**
  - Purchase option 1 equipment plus 3 additional complete headsets: **\$3069.51**. This will give us 12 working headsets (plus 2 from Seniors 88), for a total of 14, plus 2 handheld mics.
- **Option 3**
  - Purchase 12 new complete headsets: **\$6599.88**

We also received a quotation from AcousTech for a replacement of the existing sound board. Roland Dutzmann, president of AcousTech, originally tested the system earlier this year. His assessment is that the system is old, and has many problems. Several channels are no longer working. He presented two options. **System A: \$13,300. System B: \$10,225.** Both options include installation cost. These systems are not plug and play. They require expert customization. **See attached quotation detailing both options.** I could also provide additional technical detail on both systems if required.

### 3. Other recommendations (Secure controls, etc)

Replacing the existing sound board system would add new security. The current sound board does not have this capability. The proposed new sound system provides the capability to "lock out" certain functions from some or most users to avoid unplanned changes in console configuration and settings. Specific users would have specific Password logins which assign their predetermined access rights.

The Frolics board also suggested physically securing both the sound board as well as the sound booth. We are looking for a company to provide a locking cover for the sound board to prevent people from "messaging" with it. We also could have someone in the wood shop design and build a locking cover that would suit our needs.

The second important security problem is that access to the sound booth is open to everyone. The doors to this area in the back of the Sandborg auditorium remain unlocked. We would like to work with the clubhouse manager to develop a secured access procedure. We should lock the door, and then develop a process for authorization for use. We would create a list of authorized people. Anyone with access to the sound system would need to be properly trained.

I hope this provides you with the information you need. Please contact me with any additional questions you have. My availability is limited next week due to the rehearsal schedule for the Seniors 88 production, but if there is a meeting you would like me to attend, I would do that if I'm available.

Thank you.

Wayne Wharton  
Business Manager, HG Frolics Club

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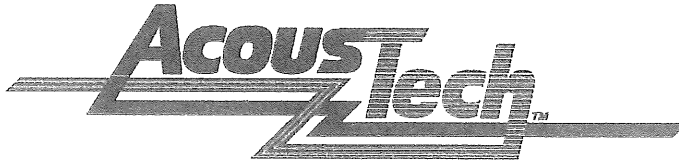
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Thank you.

Wayne Wharton  
Business Manager, HG Frolics Club



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Fax: (303) 814-3033  
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www.acoustech.com

## Heather Gardens Aurora, Colorado Audio System Digital Console Upgrade

Design: Roland Dutzmann  
November 10, 2023

### Digital Console System

*The Digital Console Options below should be discussed in detail in terms of features, capabilities, ease of use, and the degree of being able to “lock out” certain functions from some or most users to avoid unplanned changes in console configuration and settings.*

*In general, System A and B have most of the same features and capabilities. System A is a bit easier to learn and, more importantly, has much more detailed programming capabilities of various User Access and Lockout features independently on all input and output channels, which is something I consider to be a major benefit. That said, System B has a good amount of Global (all input and output channels together) user access options. In either case, specific users would have specific Password logins which assign their predetermined access rights.*

#### System A

- 1) Yamaha QL1 Digital Console – 32 XLR Mic/Line Inputs (with Tio1608 below)
- 1) Yamaha Tio1608 16 x 8 I/O Rack (Expander for QL1 Console Inputs)

**-OR-**

#### System B

- 1) Allen & Heath SQ-7 Digital Console - 32 XLR Inputs and 2 Stereo TRS Line Inputs

### Interface

- All) Miscellaneous cabling & Connectors for interface of QL1 and Tio1608 system or the Allen & Heath SQ-6 Digital Console System
- All) Miscellaneous Installation Hardware



## Installation & Services

### *Including but not limited to:*

- A) Remove existing Presonus console
- B) Install new Console system
- C) Re-route console cabling to accommodate the new console systems
- D) Change connector types as/where needed for the new console system
- E) Connect all cabling and augment as needed
- F) Neatly harness all console cabling for clean installation and increased cabling Reliability
- G) Interface console system with the existing DBX ZonePro Digital Matrix processor to retain current "With Console" and "Without Console" A/V system presets
- H) Pre-program digital console for proper routing, channel labelling, processing, etc., prior to session(s) for creating suitable scenes
- I) Session with various user scenarios (speech, music groups, aerobics, etc.) to create optimized "USER SCENES" for various functions in the multi-purpose space
- J) Operational instruction with various users

*I & J above to include up to two different dates/times for various groups and users to set up their scene scenarios and provide operational training. We would work out a schedule with Heather Gardens prior to system installation.*

## System Prices:

*System A*

**\$13,300**

*System B*

**\$10,225**

## Typical Terms:

1. 20% System Installation deposit
2. Progress payments billed with 15-day terms up to 85% of contract total
3. 15% balance due 15 days after completion of installation

98 Wadsworth Blvd Unit 127 PMB 182  
 Lakewood, CO 80226  
 Phone: 303-282-0829  
 Fax: 303-282-0806



# Estimate

Date	Estimate #
11/1/2023	28329

Bill To
Heather Gardens Municipal District Arlene Krell 2888 S Heather Gardens Way Aurora, CO 80014

Ship To
Heather Gardens Municipal District Arlene Krell 2888 S Heather Gardens Way Aurora, CO 80014

Qty	Unit	Description	Total
1	Each	Trip #1: Sample Squares	
		Floor Detergent/Degreaser and Topical Non Slip Treatment	473.32T
1	Each	Clean floor section for sample squares (will cover one 4x8 panel)- must air dry prior to treatment. Apply treatment at 3 concentrations in 3 sample areas for dancers and HOA board to test. Treatment must also air dry prior to foot traffic.	300.00
		Trip #2: Treatment	
		Note: this will be at least a two day process. Will be cleaned and then must return next day to apply treatment. There can be NO foot traffic once cleaning has begun until treatment has fully dried.	
975	Sqft	Remove previous treatment sample squares and clean entire floor- must flush floor with hot water prior to cleaning	877.50
975	Sqft	Apply treatment to entire floor at selected concentration level	731.25
		Sales Tax	41.70

<b>Total</b>	<b>\$2,423.77</b>
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Signing and/or scheduling work is acceptance of this bid and all payment terms. Terms of payment are COD, with full payment due within 10 days of completion. All outstanding balances will incur an interest charge of 18% per annum, with a minimum monthly service charge of \$25. In the event an outstanding balance goes unpaid, you will be held liable for collection costs, including attorney, court and processing fees. Please review bid entirely. Any work not stated above is not included. Any work not included above that is requested or found to be required to properly complete the project after work has begun, will be advised and billed through change orders that require approval prior to continuing work. This is to include any unforeseen conditions that may arise during work and/or upon demo. A cancellation fee of \$125 applies to any installs cancelled within 24 hours of start date. If you need to cancel or reschedule, please contact the office prior to that deadline to avoid the fee.