

**HEATHER GARDENS METROPOLITAN DISTRICT
REGULAR MEETING
Thursday, April 15, 2021**

The regular meeting of the Board of Directors of the Heather Gardens Metropolitan District was held via Zoom/Telephone in the office of the District, 2888 S. Heather Gardens Way, Arapahoe County, Colorado, on Thursday, April 15, 2021 at 1:00 P.M.

CALL TO ORDER: President Funk called the meeting to order at approximately 1:00 P.M. on Thursday, April 15, 2021. A quorum was present.

BOARD MEMBERS PRESENT: President David Funk, Vice President Michael George, Treasurer and Secretary William Archambault and Director Eloise Laubach.

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Interim General Manager Jon Rea, Controller Jerry Counts, Senior Accountant Ainissa Shiffer and Board Assistant Evelyn Ybarra.

GUESTS PRESENT: Jennifer Ivey, Icenogle Seaver Pogue, P.C., four members of the Heather Gardens Association Board, Lynn Donaldson with Heather 'n Yon, and approximately 21 members of the public were present.

APPROVAL OF MINUTES: Motion made by Vice President George and seconded by Director Laubach and passed unanimously to approve the minutes of the February 18, 2021 Regular Meeting as written.

REPORTS OF DIRECTORS, COMMITTEES, AND PROFESSIONAL CONSULTANTS:

President Report: President Funk commented the agenda was rather limited.

General Manager's Report: The Board received a copy of the Interim General Manager (IGM) Statement of Work and the First Quarterly Report. IGM Rea highlighted that the Clubhouse, Golf, and Restaurant are moving forward to increasing the occupancies and opening additional amenities following CDC guidelines. Ms. Ivey provided the latest update that latest regulations allow Arapahoe County to move away from the State dial and revert to local control, which for the District would be the Tri-County Health dial. Tri-County Health has its own standards for full reopening during the April 16 through May 15 period with most phases still requiring the continuous of the 6 ft distancing. More information will follow as other public orders from Tri-County are issued and regulations continue to change. There was a question about the restaurant's HVAC status. IGM Rea said it has been purchased and in the process of being shipped. The goal is to have it installed in May. There were no further questions or comments.

Clubhouse/Restaurant Committee: No Meeting.

Foundation Committee: No Meeting.

Golf Committee: The Board received a copy of the Golf Report. Vice President George reported Golf Director Kohr and Golf Superintendent Benko received great ratings from golfers on how well the golf course looks compared to other golf courses in the state. There were no questions or comments.

Property Policy Committee: President Funk provided updates that the Committee has been working with Norris Design and the Association Contractors on the enhanced security issues, and working on new plans on the RV lot dilation that will be discussed in next month's meeting. There were no questions or comments.

Treasurer's Report: Treasurer and Secretary Archambault explained the Treasurer's report was partially completed because Controller Counts is still working on issues that need to be fixed on the balance sheet. The report was distributed via email to the Board and Lynn Donaldson to be published in next month's Heather 'n Yon issue. There were no questions or comments.

March 2021 Financials: The Board received copies of the March financials. Treasurer and Secretary Archambault said the Lake Fountain North on page 2 of the Capital Reserve needs to be moved under the Lottery project as it was approved by the Board in December. Secondly, asked why it was showing paid in 2021 when in last year's Capital Reserve, it showed purchased. Controller Counts said he will update it to the Lottery project and follow up after he researches the details. Treasurer and Secretary Archambault also asked why the golf batteries were listed under 2021 projects when in the 2020 Budget Hearing it was discussed that they would be purchased and installed in 2020. The Board approved only one spending authority to be carried forward for 2021 and that was for the Clubhouse roof. Treasurer and Secretary Archambault explained that in governmental accounting and budgeting, the budget and its authorizations end December 31. Controller Counts said he will research this and follow up. President Funk thanked Treasurer Archambault and HGA Treasurer Hostetler, IGM Rea, and Controller Counts for working so hard on the financials.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- a.) **Motion to Approve to Update Authorized Signatures at Key Bank:** Motion made by Treasurer and Secretary Archambault and seconded by Director Laubach and passed unanimously.

Text of Motion: I move that the listing of authorized signatures for activity at the Key Bank be updated as follows:

Jon Rea, Interim General Manager

Gerald Counts, Controller

David L Funk, President

William F Archambault, Secretary and Treasurer

and remove the names of Calvin Eddy-White, Larry Francone, Twyla Gaugenmaier, Winnifred Jennings, Edwin Jones, Forrest McClure, and Jonathon Rapacki from the authorized signature listing.

Explanation: This is a routine update for those authorizers who handled Key Bank items for the District.

Controller Counts commented that Key Bank will need the updated Bylaws, a list of the Board and their offices, and the Key Bank depository form completed.

- b.) Motion to Consider Creation of the Heather Gardens Joint Long Range Planning Committee and Accept the Procedure Memorandum JLRP-1:**
Motion made by President Funk and seconded by Treasurer and Secretary Archambault and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors create the Heather Gardens Joint Long Range Planning Committee as a joint commitment with the Heather Gardens Association and accept the amended Procedure Memorandum JLRP-1 as attached.

Explanation: The Heather Gardens Association (Association) and the Heather Gardens Metropolitan District (District) have signed an interagency agreement known as the Management Agreement, whereby the Association serves as the agent for the District in carrying out District programs and managing District property. Both the Association and the District need to identify issues likely to increase costs and impact property in future budget years so that those costs can be prudently managed. The Management Agreement provides for shared advisory committees. This committee will provide advice to each Board, as appropriate, on issues pertaining to long range planning for the Heather Gardens community.

President Funk commented that Ms. Ivey would like to review the JLRP-1 before the Board approves it the following month. Ms. Ivey commented there would be no substantial changes but did notice a few legal nuances that can be cleaned up to have the best possible procedure memorandum.



Heather Gardens

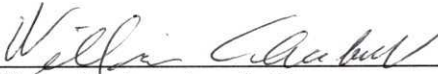
METROPOLITAN DISTRICT

OPEN FORUM:

Treasurer and Secretary Arbambault asked if the Board meetings for July, September, and December can be changed to the week the Budget and Finance Committee meets. Ms. Ivey commented that the regular meetings can be changed to special meetings for those months. The Board also discussed various options for setting the regular meetings in future years to better coincide with the dates of the Budget and Finance Committee meetings.

A resident asked if a Board member will be assigned to the Restaurant/Clubhouse Committee and the status of the new vision for the Rendezvous. President Funk commented that they are currently in the process of reviewing this information that falls under the management agreement with the cooperation of the HGA Board and waiting to receive accurate financials to help make decisions.

ADJOURNMENT: Upon motion by Vice President George, seconded by Director Laubach and passed unanimously, the meeting adjourned at 1:43 P.M.



William Archambault, Treasurer and Secretary