

**HEATHER GARDENS METROPOLITAN DISTRICT  
REGULAR MEETING  
Thursday, November 17, 2022**

The regular meeting of the Board of Directors of the Heather Gardens Metropolitan District was held via Zoom/Telephone in the Heather Gardens Clubhouse and in the board room at 2888 S. Heather Gardens Way, Arapahoe County, Colorado, on Thursday, November 17, 2022, at 1:00 P.M.

**CALL TO ORDER:** President Funk called the meeting to order at approximately 1:00 P.M. on Thursday, November 17, 2022. A quorum was present.

**BOARD MEMBERS PRESENT:** President David Funk, Vice President Eloise Laubach, Secretary/Treasurer William Archambault, Directors Maria Mines and Mitch Albert.

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Chief Executive Officer (CEO) Jon Rea, Chief Financial Officer (CFO) Jerry Counts, and Board Assistant Evelyn Ybarra.

**GUESTS PRESENT:** Jennifer L. Ivey, Icenogle Seaver Pogue, P.C., 7 members of the Heather Gardens Association Board, Lynn Donaldson with Heather 'n Yon, and approximately 20 members of the public were present.

**PRESIDENT REMARKS:** None.

**APPROVAL OF MINUTES:**

Motion made by Vice President Laubach and seconded by Secretary/Treasurer Archambault and passed unanimously to approve the minutes of the October 13, 2022, Special Meeting, as written.

Motion made by Secretary/Treasurer Archambault and seconded by Vice President Laubach and passed unanimously to approve the minutes of the October 20, 2022, Regular Meeting, as written.

**REPORTS OF DIRECTORS, COMMITTEES, AND PROFESSIONAL CONSULTANTS:**

**Chief Executive Officer (CEO) Report:** The Board received a copy of the CEO's Statement of Work. CEO Rea reminded residents of the deadline to submit HGA veto ballots by November 18 at 4:00 p.m. The HGA Election Committee will tabulate the votes on Monday, November 21, and on Wednesday, November 23 the veto results will be communicated. There were no questions or comments.

**Clubhouse/Restaurant Committee:** No meeting.



# Heather Gardens

## METROPOLITAN DISTRICT

**Foundation Committee:** The Board received a copy of the Foundations Report. Vice President Laubach provided an update that the bench is at the Golf Pro Shop, and managers Greg Kohr and Matt Martella would decide where it will be placed. Vice President Laubach reported that the Committee would like more input on trees. Every year donations are received for trees, but the funds are not being used. The Committee would like more input from management on where they would like trees and how much they would need. Also, the Committee saw a need for new outdoor furniture for the restaurant and asked that management work with other committees to submit recommendations. There have been questions regarding using funds to remove trees near buildings and for the RV Lot if those who donate it request it. Vice President Laubach commented that if the request does not benefit the community, she is not in favor, but these requests would need to go through the Committee. President Funk commented that there are general guidelines for assessing and accepting donations. With the end of the year, this would be a good time to review and update the procedure memorandum for clarification. CEO Rea said he would meet with Vice President Laubach to discuss a plan with manager Matt Martella. Vice President Laubach commented that there might not be a meeting in December. There were no further questions or comments.

**Golf Committee:** No meeting.

**Property Policy Committee:** No meeting.

**Joint Long Range Planning Committee (JLRPC):** President Funk reported that the Committee met and worked on a tool that assesses projects and community action considerations. It is a process to identify how projects and various considerations would impact long-range planning and whether the committee will take a more active role in planning. Cochair David Kennedy commented that the tool will benefit other committees and that the HGA Maintenance Committee Chair Mike Pula will implement the tool for the capital projects. President Funk said the capital component list was developed for long planning projects with a 30-year outlook.

**Treasurer's Report:** The Board received a copy of the Treasurer's Report. Secretary/Treasurer Archambault noted in the Debt Service payment of interest and principal made on December 1 that the monies will be available in the account held with Zion Bank. There were no questions or comments.

**Joint Budget and Finance Committee:** The Board received a copy of the Joint Budget and Finance Report. Secretary/Treasurer Archambault reported that the Insurance Subcommittee would be receiving information on the District's insurance coverage from the insurance pool in the next couple of weeks to present at the December Budget and Finance and District meeting. The motions recommended by the Committee will be discussed later in the meeting. The banker will discuss short-term investments and US Treasury at the December Budget and Finance meeting. The Association and District have about \$5 million that is available for short-term investments in the money markets.

In Money Markets, you can get the money the next day. The interest rate is about 4%. There were no questions or comments.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- a) **Motion to Approve Line-Item Redistribution of Capital Funds Appropriated for Projects that will not be accomplished in the 2022 Fiscal Year:** Motion made by Secretary/Treasurer Archambault and seconded by Director Mines and passed unanimously.

Text of Motion: I move that the funds allocated in the 2022 HGMD Budget be revised through line-item redistribution by the Heather Gardens Metropolitan District Board of Directors as follows:

| Funds From 2022 Anticipated Projects:               | Amount:  |
|---|----------|
| Paint Clubhouse                                     | \$14,672 |
| Flooring Mgmt. Office/Board Room                    | \$20,960 |
| Clubhouse HVAC 2 variable speed motors              | \$11,285 |
| Auditorium Sound System                             | \$ 6,885 |
| Kilns in Clubhouse                                  | \$28,212 |
| Clubhouse Storage Tank Domestic                     | \$21,159 |
| Outdoor Pool Heater/Boiler                          | \$ 7,536 |
| Storage tank Rendezvous                             | \$21,159 |
| Golf Tractor with forklift and backhoe              | \$33,873 |
| Use part of the amount to be Contributed to Reserve | \$11,956 |

Less the following project approved by Board during October 2022 Board meeting:

|   |            |
|---|------------|
| Update Clubhouse HVAC Software & Computer | (\$17,697) |
|---|------------|

|   |           |
|---|-----------|
| Net amount available for use on other needed projects | \$160,000 |
|---|-----------|

Redistribute the \$160,000 as follows:

|  |           |
|--|-----------|
| RV Lot Lighting and other Security               | \$50,000  |
| Clubhouse Card Entry Security System/Security    | \$80,000  |
| Garden Plot water system design and installation | \$30,000  |
| Total amount reallocated                         | \$160,000 |

|   |     |
|---|-----|
| Net Change to the amount appropriated for 2022 Capital Expenditures | \$0 |
|---|-----|

Further, I move that the Heather Gardens Metropolitan Board of Directors approve the carry forward of the redistributed funds and projects to the 2023 fiscal year.

- b) **Motion to Approve the use of Lottery Funds to purchase a new enclosure and impact screen for the Golf Course Simulator:** Motion made by Secretary/Treasurer Archambault and seconded by Vice President Laubach and passed unanimously.

Text of Motion: Based on the recommendation of the Golf Pro and Joint Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the use of Lottery Funds to purchase from Carl's Place Golf a new enclosure and impact screen for the golf course simulator at a cost not to exceed \$2,000.

Explanatory Comments: The current impact screen has developed holes due to repeated use. The proposed new impact screen will be stronger, have a tighter weave, and have a longer life expectancy.

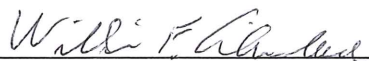
- c) **Motion to Approve the Yale Entrance Water Wise Project:** Motion made by Secretary/Treasurer Archambault and seconded by Director Mines and passed unanimously.

Text of Motion: Based on the recommendation of the Maintenance Committee and Joint Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the landscape project on the property of the District located at the Yale and Abilene St entrance to Heather Gardens. The landscaping project is to meet the "Water Wise" design developed in conjunction with the City of Aurora.

Note: This is an unusual project where the money is under the Association budget, but the property belongs to the District, so both Boards have to approve, which HGA had already approved in their November 15 meeting.

**OPEN FORUM:** None.

**ADJOURNMENT:** Upon motion by Vice President Laubach, seconded by Secretary/Treasurer Archambault, and passed unanimously, the meeting adjourned at 2:01 P.M.

  
William Archambault, Secretary/Treasurer