



Heather Gardens Metropolitan District

HEATHER GARDENS METROPOLITAN DISTRICT
November 17, 2016

The regular monthly meeting of the Board of Directors of the Heather Gardens Metropolitan District was held in the office of the District, 2888 S. Heather Gardens Way, Arapahoe County, Colorado, on Thursday, November 17, 2016.

The Secretary certified that all Directors have been duly notified and at least three notices of the meeting were posted in public places within the limits of the District, all in accordance with C.R.S. 32-903 (1973) as amended; that at least three copies of the agenda for the meeting were duly posted in designated places within the limits of the District, in accordance with C.R.S. 24-7-402(c); that a quorum was present; and that the meeting hence was duly constituted and could lawfully transact business as contemplated.

President Larry Francone called the meeting to order at 1:00 PM. All board members were present. Also in attendance were approximately 15 observers, 3 members of the HGA Board, Mary Hafka of Heather 'n Yon, General Manager Calvin White, and Controller Su Chae.

Changes to Agenda:

Minutes of the Regular meeting on October 13, 2016 were approved as written.
Minutes of the Special Meeting to review DRAFT 2017 HGMD Budget on October 17, 2016 were approved as written.
Minutes of the Special Meeting on November 8, 2016 were approved as written.
Minutes of the Executive Session on November 8, 2016 were approved as written.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

HGMD President, Larry Francone:

HGA President, Winnie Jennings: Calvin White, General Manager announced the Open Forum is today at 3:00 p.m. in the Rendezvous Banquet Room.

General Manager: A written report of staff accomplishments is on file with in the Business Office for residents to read as well as on the website.

Treasurers Report: October 2016 HGMD Monthly Financials were discussed and all questions were answered by Treasurer Gaugenmaier.

Controller Reports: A written report of staff accomplishments is on file with in the Business Office for residents to read as well as on the website.

COMMITTEE REPORTS:

Clubhouse/Restaurant (Baldwin): Report Distributed.

Foundation Committee (Kurtz): Report Distributed.

Golf (Velasquez): Report Distributed.

ARO President (Wasteneys):

Residents wishing to address the Board on Agenda Items:

UNFINISHED BUSINESS:

1. **Approve Policy Manual:** Motion made by Kurtz, seconded Gaugenmaier and passed unanimously that the Heather Gardens Metropolitan District table approving the Policy Manual.

NEW BUSINESS:

1. **Insurance Proposal 2017:** Motion made by Gaugenmaier, seconded by and passed unanimously that the Heather Gardens Metropolitan District Board of Directors choose option 1 with the \$1,000 deductible for the HGMD 2017 Insurance.
2. **Approve installing an ATM machine in the entrance to Rendezvous:** Motion made by Baldwin, seconded by Velasquez that the Heather Gardens Metropolitan District Board of Directors approve the installation of an ATM machine in the Clubhouse on a trial basis. An agreement to include a 40 cent per transaction payment to HGMD. **Motion Withdrawn**
3. **Replace Golf Car Batteries (\$18,216.46):** Motion made by Velasquez, seconded Baldwin by and passed unanimously that the Heather Gardens Metropolitan District Board of Directors purchase Trojan golf car batteries from Colorado Golf and Turf with single point watering systems for a total amount of \$18,216.46.
4. **Amend HGMD Bylaws to change makeup of Golf Committee to match other Committees:** Motion made by Velasquez, seconded by Kurtz and passed unanimously that the Heather Gardens Metropolitan District Board of Directors amend the HGMD Bylaws of the Golf Committee Composition to be consistent with the Foundation Committee and the Clubhouse/Restaurant Committee.
5. **Accept Amended Budget for Trips Revenue and Expense:** Motion made by Gaugenmaier, seconded by Baldwin and passed unanimously that the Heather Gardens Metropolitan District Board of Directors accept the amended budget for Trips Revenue and Expenses for 2017 HGMD Budget.
6. **Amend 2017 Budget to remove funds for Golf Course Marshall:** Motion made by Velasquez, seconded by Kurtz and passed unanimously that the Heather Gardens Metropolitan District Board of Directors amend the 2017

Budget to remove 930 hours from the Golf Course Budget. Under part-time employee hours, these hours are related to the golf course marshal.

7. **Amend 2017 Restaurant Budget:** Motion made by Gaugenmaier, seconded by Velasquez and passed unanimously that the Heather Gardens Metropolitan District Board of Directors amend the 2017 Budget to increase wages by \$6,000. This increase is caused by the new Colorado Minimum Wage Act which was passed by the voters on November 8, 2016 and which becomes effective January 1, 2017.
8. **Accept 2017 Budget:** Motion made by Gaugenmaier, seconded by Velasquez and passed unanimously that the Heather Gardens Metropolitan District Board of Directors accept the 2017 HGMD Budget as amended.
9. **Amend Bylaws to reflect HGMD notices should be provided via email blast:** Motion made by Kurtz, seconded by Velasquez and passed unanimously that the Heather Gardens Metropolitan District Board of Directors amend the HGMD Bylaws as follows:

Article IV Section 4. – C. Delete period at end of section and add to the end of section: “as well as sent to the Community at large using an email blast for those Residents who have chosen to participate in that form of communications.”

Article IV. Section 4. – D. Delete period at end of section and add to the end of section: “as well as sent to the Community at large using an email blast for those Residents who have chosen to participate in that form of communications.”
10. **Authorize Foundation Funds for Holiday Lighting Display:** Motion made by Kurtz, seconded by Velasquez and passed unanimously that the Heather Gardens Metropolitan District Board of Directors authorize the expenditure of Foundation Funds, held by the District, to be used for the purchase of materials for Holiday Lighting Displays in an amount not to exceed \$3,500.00. These funds are to come from Foundation Funds and are not required to be budgeted.
11. **Motion to add special September meeting for budget and salary discussions to the Policy Manual:** Motion made by Velasquez, seconded by Kurtz and that the Heather Gardens Metropolitan District Board of Directors hold a special meeting to discuss and provide direction to Heather Gardens Management for the following year business. These business matters would be about, but not limited to salary changes for the following year, operating changes if need, discuss employees/business that intertwine expense and budget that impacts both Boards. **Motion withdrawn.**

AGENDA
REGULAR MEETING
TUESDAY, NOVEMBER 15, 2016 7:00 PM
CITY OF HUNTSVILLE

Residents wishing to address the Board:

There being no further business the meeting was adjourned at 2:33 p.m. The next Regular meeting is Thursday, December 15, 2016 at 1:00 p.m.

Attachments: HGMD Budget Exception Report for October 2016



Craig Baldwin
Secretary