



# Heather Gardens Metropolitan District

## HEATHER GARDENS METROPOLITAN DISTRICT SPECIAL STUDY SESSION Thursday, February 21, 2019

The special study session 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, February 21, 2019 at 10:00 A.M.

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 Section 32-1-903, C.R.S. as amended; that a copy of the agenda with specific agenda items where possible for the meeting was duly posted in designated place within the limits of the District, in accordance with Section 24-6-402(2)(c), C.R.S.; that a quorum was present; and that the meeting hence was duly constituted and could lawfully transact business as contemplated.

**CALL TO ORDER:** President Baldwin called the meeting to order at approximately 10:00 a.m. on Thursday, February 21, 2018. A quorum was present.

**MEMBERS PRESENT:** Directors Craig Baldwin, Bill Archambault, Bonnie McMullen, David Funk, and Sandra Rosenberg.

**MEMBERS ABSENT:** None.

**STAFF PRESENT:** General Manager, Calvin White.

**GUESTS PRESENT:** Jennifer Ivey, Icenogle Seaver Pogue, P.C. and a member of the public were present throughout portions of the meeting.

### **DISCUSSION ITEMS:**

1. **Review Proposed Table of Contents for Policy Manual:** See below.
2. **Review Proposed District Bylaws:** See below.
3. **Review Proposed District Rules and Regulations:** See below.
4. **Review Proposed Schedule of Fees and Charges:** See below.
5. **Review Proposed Procedure Memoranda:** See below.

Director Baldwin, Ms. Ivey, and Mr. White generally discussed with the Board the organization of the proposed Policy Manual and legal requirements thereof. The Board discussed this item and provided proposed revisions to the organizational structure and certain provisions of the Policy Manual for Ms. Ivey to incorporate into revised drafts of the Rules and Regulations, Schedule of Fees and Charges, and Procedure Memoranda.



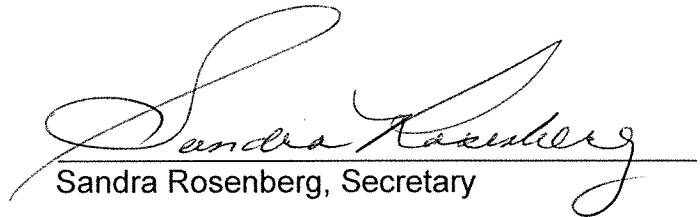
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Specifically, Ms. Ivey will re-organize the Rules and Regulations, Schedule of Fees and Charges, and Procedure Memoranda to be separated by Department (e.g., Golf, Clubhouse/Restaurant, Other Properties, and Foundation) instead of by topic and leave some general rules and enforcement procedures as stand-alone items. Mr. White will be meeting with the Standing Committee chairs to review revised Procedure Memoranda and other operating guidelines and rules that may need to be incorporated into the Procedure Memoranda. The Board will then continue with review and revisions of the components of the Policy Manual and send revised versions to Ms. Ivey for legal review.

Ms. Ivey then discussed with the Board the legal fees for 2018 and the legal fees related to the revisions to the Policy Manual.

6. Open Forum: No comments.

MEETING ADJOURNED: 11:50 a.m.

  
Sandra Rosenberg, Secretary