

**HEATHER GARDENS METROPOLITAN DISTRICT
REGULAR MEETING
Thursday, May 20, 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, May 20, 2021 at 1:00 P.M.

CALL TO ORDER: President Funk called the meeting to order at approximately 1:00 P.M. on Thursday, May 20, 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: General Manager Jon Rea and Controller Jerry Counts

GUESTS PRESENT: Jennifer Ivey, Icenogle Seaver Pogue, P.C., three members of the Heather Gardens Association Board, Lynn Donaldson with Heather 'n Yon, and approximately 16 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 April 15, 2021 Regular Meeting as written.

ELECTION OF OFFICERS: Motion made by Director Archambault, seconded by Director George to elected David Funk as the 2021 HGMD President, and passed unanimously to elect David Funk as President.

Motion made by Director Archambault, seconded by Director Laubach to elect Michael George as the 2021 HGMD Vice President, and passed unanimously to elect Michael George as Vice President.

Motion made by Director Laubach, seconded by Director George to elect William Archambault as the 2021 HGMD Treasurer and Secretary, and passed unanimously to elect William Archambault as Treasurer and Secretary.

REPORTS OF DIRECTORS, COMMITTEES, AND PROFESSIONAL CONSULTANTS:

President Report: No Report.

General Manager's Report: The Board received a copy of the General Manager Statement of Work. General Manager Rea asked if there were any questions. There were no questions or comments.

Clubhouse/Restaurant Committee: No Meeting.

Foundation Committee: The Board received a copy of the Foundation Report. Director Laubach reported the Committee met on May 12. There were concerns regarding the lack of information regarding Foundation donation checks missing or deposited into the wrong accounts. The donation totals did not match Director Laubach's or the Treasurer's reports. The Committee proposed an action to help resolve these issues by asking the Board for help in setting up meetings with General Manager Rea and Controller Counts to go over the Foundation financials and the procedure memorandum process.

President Funk commented that Controller Counts has been working diligently to get the financials corrected after the turnover of staff in the accounting department. Controller Counts commented in the last two and a half months since he has been hired he has been working on correcting cash receipts entries that were processed incorrectly from last year and is close to getting them adjusted to the correct accounts. A meeting has been scheduled for June 15 at 10:30 A.M. with Controller Counts, Treasurer and Secretary Archambault, and Director Laubach to meet in the board room to go over the Foundation financial reports.

Golf Committee: The Board received a copy of the Golf Report. Vice President George reported Golf Director Kohr and Golf Superintendent Benko received compliments on how well the golf course looks. There were no questions or comments.

Property Policy Committee: President Funk reported the Committee had meetings regarding the continuing projects for the RV Lot. In the last meeting, there was a decision made on a new layout for the RV Lot. This layout will allow security to have better driving access to the problematic areas. The Committee received great support from the RV Club which are the primary users of the facility. The Committee will move forward in finalizing the design of the layout with Don O'Gorman in the contracts department who will be working directly with the vendors. In June's meeting, there will be further discussion on the enhancements for security and increase in the lighting in the RV Lot. When the implementation begins, there will be a period that the RVs must be out of the lot for resurfacing and restriping. There will be a process to coordinate with the lessees when the time comes and there may be a possibility that spaces may be reassigned because of the newly designed layout. President Funk was asked if the garden plot's length of time will be changed which he answered he is looking into this. There were no further questions or comments.

Treasurer's Report: Treasurer and Secretary Archambault explained he was traveling and was not able to complete the report but that he will distribute it in the next couple of days. Treasurer and Secretary Archambault thanked Controller Counts for his excellent review of the District and Association financials in the Budget and Finance Committee meeting.

UNFINISHED BUSINESS:

- a.) **Motion to Approve the revised Joint Long Range Planning Committee Procedure Memorandum (JLRPC-1):** Motion made by President Funk seconded by Director Laubach and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors approve the revised Joint Long Range Planning Committee Procedure Memorandum JLRPC-1.

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.

NEW BUSINESS:

- a.) **Motion to Approve Carry Forward of 2020 Spending Authority to 2021 for Golf Cart Batteries:** Motion made by Treasurer and Secretary Archambault and seconded by Vice President George and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors approve the \$43,563 carry forward of 2020 spending authority to 2021 for purchase of Golf Cart Batteries.

Explanation: On December 1, 2020 Heather Gardens issued a purchase order for the batteries. Due to the vendor back ordering the batteries they were not received until 2021. With the delay in receiving caused by the vendor, it is appropriate to carry forward the spending authority from 2020 to 2021.

- b.) **Motion to Appoint Maria Mines to fill the Director Vacancy on the HGMD Board:** Motion made by Director Laubach and seconded by Treasurer and Secretary Archambault and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors appoint Maria Mines to fill the vacancy on the District Board and serve until the next District Election.

OPEN FORUM:

A resident commented that General Manager Rea and his staff take a good look at the cracks on the surface before spending money on sealing and painting the

RV Lot. Both President Funk and General Manager Rea agree that they will look into this before they begin any work.

A resident commented that she spoke to a Tri-County Health representative who confirmed there were no restrictions on pools, hot tubs, and showers. She would like the pool open with no restrictions.

Other residents also commented that they would like to see the pools open with no restrictions.

A resident commented the garden plots are not being taken care of and some gardeners have put a lot of money into their plots. President Funk commented that he and Michelle Audet, Resident Services Coordinator are looking into this.

Vice President George asked if there was property in the District that can be used for additional garden plots. President Funk commented that he will look into this.

A resident asked now that Maria Mines has filled the vacancy on the Board if there will be a chairperson for the Clubhouse/Restaurant Committee. President Funk commented now that there is a full Board that they can begin to look into this.

A resident asked about the status of the Management Agreement. President Funk advised that there has been no decision made by the Board. There has been discussion in executive sessions generally surrounding the subsidy and how it works for our community but there is no final decision that has been made and such a decision would be discussed and made in an open session. The Board is currently operating under the current agreement.

ADJOURNMENT: Upon motion by Treasurer and Secretary Archambault, seconded by Director Laubach and passed unanimously, the meeting adjourned at 1:56 P.M.



William Archambault, Treasurer and Secretary