

**HEATHER GARDENS METROPOLITAN DISTRICT  
REGULAR MEETING  
Thursday, June 18, 2020**

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, June 18, 2020 at 1:00 P.M.

**CALL TO ORDER:** President Funk called the meeting to order at approximately 1:00 P.M. on Thursday, June 18, 2020. A quorum was present.

**BOARD MEMBERS PRESENT:** President David Funk, Vice President Michael George, Treasurer and Secretary William Archambault, and Directors Rita Effler and Fran Clemens.

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** General Manager Calvin White, Controller Brett Miller, Operations Manager Jon Rea, 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 40 members of the public were present.

**APPROVAL OF MINUTES:** Motion made by Director Clemens and seconded by Treasurer and Secretary Archambault, and passed unanimously to approve the minutes of the May 21, 2020 Regular Meeting and the June 2, 2020 Special Meeting as written.

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

**President Report:** There was no report. President Funk welcomed the Board members and guests. He commented on how Zoom videoconference has become part of our daily lives as we work together through this pandemic.

**General Manager's Report:** General Manager White reported the underground storage tank at the maintenance shop would be removed starting next week and should be completed in a few days. He is working on getting a final proposal on the security cameras for the RV Lot.

Director Effler asked if the report could be modified to list the HGMD operations separately. General Manager White agreed to adjust the report by combining the District departments.

**Clubhouse/Restaurant Committee:** Director Effler reported the Board received a copy of the report and asked if there were any comments or questions. There were no comments or questions.

There is a special Clubhouse/Restaurant meeting scheduled, Wednesday, June 24, at 1:00 p.m., to review the restaurant survey results that would be presented by Susan Lambert.

**Foundation Committee:** Director Clemens reported the Board received a copy of the report. The proposal for the bird feeder and the golf course gazebo repair did not go beyond the Committee. There were various reasons for this, including that the proposals were out of the scope of Foundation rules as written. Terry Schumacher is a new Committee member.

**Golf Committee:** Vice President George reported the Board received a copy of the report submitted by former Chair Archambault. The new 2021 rates for the golf fees will be discussed later in the meeting. In May, there were over 100 rounds of golf played per day. He pointed out that there are 97 members in the Men's Club and 107 in the Women's Club.

**Property Policy Committee:** President Funk commented the General Manager White had already provided the updates on the removal of the tank and the RV Lot security cameras. The next Committee meeting is scheduled on Monday, July 6 at 9:30 a.m. via Zoom.

**Treasurer's Report:** Treasurer and Secretary Archambault reported the Board received a copy of the Treasurer's reports and asked if there were any comments or questions. There were no comments or questions.

**May 2020 Monthly Operating Analysis (MOA):** Treasurer and Secretary Archambault reported the Board received a copy of the monthly operations report and asked if there were any comments or questions. There were no comments or questions.

COVID-19 has impacted the District's operations.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- a.) **Motion to Accept the 2019 Audit of the Metropolitan District and request that the Controller file the Audit with the State of Colorado by the due date:** Motion made by Treasurer and Secretary Archambault, and seconded by Director Clemens and passed unanimously.

Text of the Motion: Based upon a recommendation of the Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of



Directors accept the 2019 Audit of the Heather Gardens Metropolitan District financial statements and request that the Controller files the Audit with the Office of the State Auditor by the due date.

Explanation: The District Auditors, Rubin Brown, has audited the 2019 District Financial Statements and expressed the opinion that the Financial Statements present fairly, in all material respects, the financial position of the District as of December 31, 2019.

Per State Law, the District is required to file a copy of the Audit with the State Auditor by July 30, 2020.

- b.) Motion to approve the Golf Course Fee structure for 2021:** Motion made by Vice President George, and seconded by Treasurer and Secretary Archambault and passed unanimously as amended.

Text of the Motion: Based upon a recommendation of the Golf Course Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the Golf Course Fee structure for 2021 as attached.

Explanation: Annually, the Golf Committee reviews the current year rates for other 9-hole executive golf courses in the Denver Area and makes recommendations for the following year rates to be charged for Heather Gardens Golf Course. The attached listing shows the Heather Gardens rates for 2019 and 2020 and the recommendation for 2021.

- c.) Motion to approve the Proposed Schedule for the Development of the 2021 Budget:** Motion made by Treasurer and Secretary Archambault, and seconded by Vice President George and passed unanimously.

Text of the Motion: Based upon a recommendation of the Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the 2021 Budget Development Schedule as attached.

Explanation: To assist Management, a 2021 Budget Development Schedule has been prepared. The schedule allows for needed deadlines to be met.

- d.) Special Report – General Manager White: Heather Gardens COVID-19 Plan:** General Manager White commented and thanked Susan Lambert for putting together the PowerPoint presentation that was presented at the meeting. They have been following the guidelines and rules as they change and, with the help of the District's attorney Jennifer Ivey. They have been able to sort through the Governor's stay at home/safer at the home mandate, the requirements and

recommendations from the Tri-County Health Department, State of Colorado, and the City of Aurora.

The presentation provided restrictions and procedures for all the District operation areas that included the clubhouse, outdoor pool, fitness center, class schedule offerings with times and dates, and the Farmer' Market schedule. This information is published on the Heather 'n Yon and posted on the Heather Gardens website.

**OPEN FORUM:**

Director Clemens asked for juniors ages to play golf. General Manager White commented junior ages are between 10-17.

A resident asked why the fitness center is only allowing a person one hour three times a week. Clubhouse Manager Aluise commented they would be monitoring the first few week's volume before allowing more time. General Manager White said they want to be fair and let everyone have the opportunity to sign up. They are starting slow before allowing more time.

Director Effler asked if there is a program that allows them to sign up online rather than calling in. Clubhouse Manager Aluise commented that it is easier to track and also reiterated the rules over the phone. At this time, there is no program. She and the General Manager White will look into this further and, depending on the demand.

Director Effler asked General Manager White to introduce the new Controller Jonathon Rapacki.

A resident thanked everybody, including the staff and Board, for keeping the community safe.

A resident asked if they will still be able to bring their grandchildren or a guest at the pool, and will the pool times stay the same. General Manager White commented there is no family swim, but they are allowing one guest at the time of registration. The first few weeks of the pool time will remain the same, and depending on the state mandates.

Treasurer and Secretary Archambault wanted to thank outgoing Controller Brett Miller for all that he has done for them as tomorrow is his last day and wished him the best of luck. Mr. Miller received a round of applause from the Board.

**ADJOURNMENT:** The meeting adjourned at 2:21 P.M.

  
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William Archambault, Treasurer and Secretary