

NOTICE OF PUBLIC MEETING OF THE HEATHER GARDENS METROPOLITAN DISTRICT CLUBHOUSE/RESTAURANT COMMITTEE August 8, 2022, 10:00 AM

Pursuant to Section 24-6-402(2)(c), C.R.S., the Clubhouse/Restaurant Committee to the Board of Directors of the Heather Gardens Metropolitan District hereby gives notice that it will hold a regular meeting at the Heather Gardens Clubhouse board room and via Zoom videoconference at 10:00 AM on August 8, 2022. The meeting will be held for the purpose of conducting such business as may come before the Committee. This meeting is open to the public.

Join Zoom Meeting

https://us06web.zoom.us/j/83178821125?pwd=Wnk5VXBXMWJaQ0VPeEFmWGNrNmNDQT09

Meeting ID: 831 7882 1125

Password: 535058

or

Dial-In Number: +1 346 248 7799 US

AGENDA

<u>Committee Members</u>: Maria Mines Chair; Jean Baldwin, Linda Worthey, Nancy Linsenbigler, Carol Reed, Tom Tomasik, Nora Tracy, Tom Merges

Staff: Cormac Ronan (Restaurant Manager), Montrell Anthony (Clubhouse Manager)

- 1) Determine Quorum Present
- 2) Call meeting to order
- 3) Chair Comments
- 4) Review/Approval of Report for July 11, 2022
- 5) Review of Financial Reports July 2022
- 6) Report by Clubhouse Manager
- 7) Report by Restaurant Manager
- 8) Unfinished Business
- 9) New Business
- 10) Residents wishing to speak on non-agenda items time limit 3 minutes
- 11)Adjournment

Residents wishing to speak on agenda items will be given the opportunity at the time the item is discussed.

Note: When held, Clubhouse/Restaurant Committee meetings are held on the second Monday of each month at 10:00 AM.

Next scheduled meeting: September 12, 2022

Heather Gardens Clubhouse/Restaurant Committee Meeting

July 11, 2022

Chair, Maria Mines opened the meeting at 10:00 AM with a quorum present. Report of the June 13th meeting was approved as written.

Financials were not available for review at this time, so they will be reviewed at the next meeting.

Report from Clubhouse Manager. Montrell Anthony reported that registration for summer classes is now closed. Activities scheduled for July: monthly Bingo and a show by the Cliff Spratt Chorus, with a performance by The NoteAbles. The Saturday night dance on 23 July will feature the Mile High Band in the Auditorium. A new activity, Sip and Paint, will be presented on 28 July at the auditorium by Cliff Austin. A Flea Market is scheduled for 12-13 August, and a Resource Fair for 16 September. Montrell has contacted the Fair participants for coordination of booths and merchandise to be showcased. Food trucks are coming on Mondays (not always the same ones) but it has not yet been determined if they will continue; the trucks would like a guaranteed number of customers, but that is not feasible in our community.

One committee member asked if the Club might get help from capital funds, which are budgeted every year for that purpose. Some old or unusable items could be replaced if they are no longer in use. Montrell will look into that to make a determination.

Report from Restaurant Manager. Cormac Ronan reported that sales for July were pretty close to budget. Health concerns related to Covid-19 are still affecting the population; several large gatherings were canceled because of this. The NHL finals game party was well attended and successful. The Restaurant would benefit from the purchase of 4 large-screen TVs to use at events like this, and Cormac's request is being reviewed. Kitchen staffing is still a problem, but they are coping. The Loyalty Program is already being implemented, there are about 80 people in the system; advertising is mostly done in the Restaurant, with notices on the tables, but it will soon be advertised through Pilera also. A special dinner, "Jimmy Buffett Margaritaville Dinner," is planned for 21 July. Daily special drinks have become very popular, they change every day, so they cannot be advertised like the menu. One committee member stated that the prices that appear on the weekly Pilera ads do not match the ones posted on the web; Cormac will look into that.

Unfinished Business: Request by the Pickleball Club for the use of lottery funds to buy equipment was resubmitted with a revised list. Motion to request lottery funds for \$2,759 passed.

There were no questions or comments from the audience, and with no further business to discuss, the meeting was adjourned at 10:28 AM.

The next Clubhouse/Restaurant Committee meeting will be held August 8, 2022, at 10:00 AM.

Maria Mines, Chair

Heather Gardens Metropolitan District Club House P&L 7/31/2022

		CURRENT ACTUAL	CURRENT BUDGET	CURRENT VARIANCE	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	ANNUAL BUDGET
	REVENUE							
D512	CH Building Rentals	3,420	1,300	2,120	16,739	9,100	7,639	15,600
D515	Classes	7,856	7,240	616	45,903	50,680	(4,777)	86,880
D513	Events	3,487	1,785	1,702	12,219	17,015	(4,796)	31,670
D516.1	Coffee Revenue	227	300	(73)	1,599	2,100	(501)	3,600
D513.1	Trips Revenue	2,528	2,750	(222)	22,568	19,250	3,318	33,000
	TOTAL REVENUE	17,518	13,375	4,143	99,028	98,145	883	170,750
	WAGES/BENEFITS							
C500	Salaries - FTP	8,125	9,091	967	60,703	62,206	1,503	108,305
C510	Salaries - Part Time	6,994	6,701	(293)	43,805	43,760	(45)	75,376
C520	Salaries - Overtime	18	0	(18)	204	0	(204)	0
C530	Salaries - Teachers	6,282	6,972	690	49,310	52,985	3,675	89,935
C540	Taxes - Payroll	1,707	2,156	449	14,710	16,153	1,444	26,803
C550	Retirement Expense	0	445	445	0	3,040	3,040	5,234
C553	Insurance - Personnel	975	1,195	220	6,765	8,364	1,598	14,338
C574	Recruit/Train/Services	0	110	110	203	770	567	1,320
C575	Employee Incentive	0	150	150	456	450	(6)	600
C588	Workers Comp Insurance	206	230	24	1,377	1,610	233	2,829
	TOTAL WAGES/BENEFITS	24,307	27,050	2,744	177,533	189,338	11,805	324,740
	OPERATING EXPENSES							
C675.2	Salaries-Charge Out	0	0	0	0	0	0	0
C673	Maintenance Hours	5,709	4,975	(734)	40,089	17,280	(22,809)	27,043
C676	Golf Hours	0	0	0	0	0	0	0
C677	R & G Hours	0	0	0	4,813	0	(4,813)	0
C678	Custodial Hours	6,707	9,548	2,841	52,373	66,838	14,465	114,579
	CHARGE-OUT SUBTOTALS	12,416	14,523	2,107	97,275	84,118	-13,157	141,622
C621.1	Mileage Reimbursement	0	8	8	0	56	56	96
C627	Pool Care & Supplies	795	1,139	344	9,197	11,373	2,176	19,738
C639	Software & IT	244	340	96	2,674	2,380	(294)	4,080
C640	Electric	8,447	8,145	(302)	53,327	53,403	` 76 [°]	93,261
C643	Gas	1,454	1,359	(95)	11,497	12,437	940	20,077
C662	Office Supplies & Postage	717	600	(117)	4,485	4,200	(285)	7,200
C662.1	CC & ActiveNet	710	1,050	340	5,797	7,350	1,553	12,600
C671	Outside Contractors	546	1,451	905	4,735	11,207	6,472	19,662
C683	Repairs - Equipment	220	1,425	1,205	543	6,093	5,550	9,246
C684	Supplies	394	925	531	11,590	14,275	2,685	18,750
C684.1	Custodial Supplies	1,823	2,000	177	13,318	14,000	682	24,000
C684.2	Coffee Supplies	358	230	(128)	1,352	1,610	258	2,760
C686.1	Special Event Supplies	610	710	100	4,380	8,290	3,910	14,420
C686.2	Special Event Contractors	500	1,075	575	2,209	8,725	6,516	17,250
C687	Trips Expense	4,180	2,750	(1,430)	21,077	19,250	(1,827)	33,000
C688 C689	Non Capital Equipment Phone & Internet	0 453	0 370	0 (83)	1,951 2,721	22,740 2,590	20,789 (131)	22,740 4,440
C698	Water & Sewer	2,495	2,501	6	12,489	11,088	(1,400)	19,294
3000	TOTAL OPERATING EXPENSES	36,362	40,601	4,239	260,617	295,185	34,569	484,236
	NET REVENUE & EXPENSE	(43,151)	(54,276)	11,126	(339,122)	(386,378)	47,257	(638,226)
	HET MEVENUE & EXPENSE	(43, 151)	(34,276)	11,120	(335,122)	(300,376)	41,231	(030,220)

Heather Gardens Metropolitan District Restaurant P&L 7/31/2022

		CURR MONTH ACTUAL	CURR MONTH BUDGET	CURR MONTH VARIANCE	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	ANNUAL BUDGET		
	SUMMARY									
	Sales	59,007	60,982	(1,976)	318,600	350,728	(32,127)	603,015		
	Cost of Goods Sold	18,715	19,609	894	102,126	112,714	10,589	193,106		
	Gross Profit	40,292	41,373	(1,081)	216,474	238,014	(21,540)	409,909		
	Wages & Benefits	34,929	34,061	(867)	211,815	217,874	6,060	375,186		
	Operating Expense	8,169	10,251	2,082	64,362	72,025	7,662	122,919		
	Net Income/(Loss)	(2,806)	(2,939)	133	(59,703)	(51,885)	(7,818)	(88,196)		
	SALES			_						
D506	Restaurant Food	48,032	52,286	(4,255)	263,335	300,509	(37,173)	511,205		
D506.1	Restaurant Beer	4,031	2,624	1,407	20,968	13,898	7,070	25,580		
D506.2	Restaurant Wine	2,709	2,678	31	16,585	18,486	(1,901)	33,752		
D506.3	Restaurant Liquor	4,235	3,394	841	17,712	17,835	(123)	32,478		
	TOTAL SALES	59,007	60,982	(1,976)	318,600	350,728	(32,127)	603,015		
	COST OF GOODS SOLD								COGS Pe Current	<u>rcentages</u> YTD
H450	COGS - Food	16,571	17,777	1,206	90,881	102,173	11,292	173,810	34.5%	34.5%
H455	COGS - Beer	1,004	787	(217)	5,214	4,169	(1,045)	7,674	24.9%	24.9%
H455.1	COGS - Wine	653	536	(117)	3,996	3,697	(299)	6,750	24.1%	24.1%
H455.2	COGS - Liquor	487	509	22	2,035	2,675	641	4,872	11.5%	11.5%
	TOTAL COST OF GOODS	18,715	19,609	894	102,126	112,714	10,589	193,106	31.7%	32.1%
	GROSS PROFIT	40,292	41,373	(1,081)	216,474	238,014	(21,540)	409,909		
		68%	68%		68%	68%				
	WAGES/BENEFITS									
H500	Salaries - Full Time	17,805	13,953	(3,852)	124,938	95,421	(29,517)	165,849		
H510	Salaries - Part Time	9,095	14,026	4,931	36,821	80,667	43,847	138,694		
H520	Salaries - Overtime	1,153	0	(1,153)	5,712	0	(5,712)	0		
H540	Taxes - Payroll	3,133	2,451	(681)	20,578	19,166	(1,412)	31,329		
H550	Retirement Expense	438	698	260	2,190	4,771	2,581	8,214		
H553	Insurance Emp Health	2,519	1,988	(531)	15,815	12,834	(2,981)	22,776		
H574	Recruitting/Training	475	265	(210)	3,006	1,855	(1,151)	3,280		
H575	Employee Incentive	0	400	400	658	1,200	542	1,600		
H588	Workers Com Insurance	311	280	(31)	2,097	1,960	(137)	3,444		
	TOTAL WAGES/BENEFITS	34,929	34,061	(867)	211,815	217,874	6,060	375,186		
	OPERATING EXPENSES									
H673	Maintenance Hours	223	390	167	2,264	1,875	(390)	2,551		
H674	Custodial Hours	595	525	(70)	1,477	3,675	2,198	6,300		
	CHARGE-OUTS SUBTOTAL	818	915	97	3,741	5,550	1,808	8,851		

Heather Gardens Metropolitan District Restaurant P&L 7/31/2022

		CURR MONTH ACTUAL	CURR MONTH BUDGET	CURR MONTH VARIANCE	YTD ACTUAL	YTD BUDGET	YTD Variance	ANNUAL BUDGET
H639	Software & IT	547	500	(47)	3,723	3,500	(223)	6,000
H640	Electric	2,112	2,036	(76)	13,332	13,351	19	23,315
H643	Gas	363	340	(24)	2,874	3,109	235	5,019
H644	Water	251	252	2	1,206	1,055	(151)	1,858
H645	Phone & TV	330	300	(30)	2,292	2,100	(192)	3,600
H646	Trash Removal	400	400	o o	2,733	2,800	67	4,800
H651	Uniforms	43	150	107	175	600	425	900
H652	Discounts & Comps	722	500	(222)	3,354	3,500	146	6,000
H655	Linen Service	98	0	(98)	596	0	(596)	0
H662	Office Supplies	54	100	46	512	300	(212)	500
H671	Outside Contractors	25	358	333	3,410	3,360	(50)	6,000
H681	Credit Card Fees	1,553	1,100	(453)	8,908	7,700	(1,208)	13,200
H683	Repairs - Equipment	0	300	300	461	2,100	1,639	3,600
H684	China/Glass/Flatware	0	200	200	53	1,400	1,347	2,400
H684.1	Kitchen Supplies	625	1,500	875	6,420	10,500	4,080	18,000
H685	Cleaning Supplies	178	300	122	3,150	2,100	(1,050)	3,600
H688	Non Capital Equipment	0	500	500	4,551	3,500	(1,051)	6,000
H689	Marketing	50	500	450	922	3,500	2,578	6,000
H690	Licenses	0	0	0	1,949	2,000	51_	3,276
	TOTAL OPERATING EXPENSES	8,169	10,251	2,082	64,362	72,025	7,662	122,919
	NET REVENUE & EXPENSE	(2,806)	(2,939)	134	(59,703)	(51,885)	(7,818)	(88,196)

July						
July						
Sales per hou	ır					
	Hour	Net Sales per				
	Hour	hour	# Checks	# Guests	GCA	
	10:00 AM	\$3,262.18	1695	3691	\$15.79	
	11:00 AM	\$9,570.20				
	12:00 PM	\$11,186.90				
	1:00 PM 2:00 PM	\$6,070.50				
	3:00 PM	\$3,980.33 \$3,142.25				
	4:00 PM	\$8,013.45				
	5:00 PM	\$10,050.40				
	6:00 PM	\$1,728.45				
	7:00 PM	\$108.50				
	8:00 PM	\$18.00				
	9:00 PM	\$1,176.00				
	Grand Totals	\$58,307.16				
Top selling ite	ems					
	Sunday Brunch	631				
	Lunch Special \$10.75	252				
	H. Gardens Cheeseburger	194				
	<u>Dinner Special</u>	161				
	<u>Fish"n Chips</u>	125				
	<u>margaritaville</u>	112				
	Chicken Croissant Sand.	123				
	Reuben Sandwich	104				
	<u>Chef Cobb Salad</u>	94				
	Coconut Shrimp	109				
	Turkey Club	96				
	Thai Chicken Salad	78				
	Shrimp Louis	74 92				
	Fried Chicken Basket	116				
	<u>House Salad</u>	110				
	BBQ Bacon Cheeseburger	58				
	BBQ Pulled Pork Sand.	64				
	Beet Salad	52				
	Bowl of Soup	120				
	Black and Bleu Burger	47				
	Brat & Chips with Kraut	66				
	Chicken Caesar Salad	38				
	<u>Chili Rellanos</u>	62				
	Meatloaf Dinner	36				
	4th july	36				
	French Fries	312				
	Open Food	53				
	Half Chicken Dinner	29				
	Mozzarella Sticks	47				
	Fried Chicken Sand.	30				
	Pie of the week	59				
	Impossible Veg. Burger	22				
	Cup of Soup	61				
	Sweet Potato Fries	137				

				I
Morro Lattice Charm, Dia	27			
Warm Lattice Cherry Pie	37			
<u>Cauliflower Bites</u>	23			
Steak of the Day	12			
Gouda bites	12			
Ice Cream Sundae	19			
<u>Fries</u>	27			
<u>Plain Burger</u>	5			
Homemade Chips	503			
Golf ladies Wed Special	4			
Scoop Of Ice Cream	24			
Golf Ladies Special	3			
Tortilla Chips	5			
<u>Caesar Salad</u>	10			
Boston Cream Pie	3			
Chicken Salad Croissant	1			
BLT	2			
<u>Grilled Cheese</u>	1			
Bratwurst & Chips	1			
<u>Cottage Cheese</u>	4			
Coleslaw	4			
<u>Fruit</u>	1			
<u>Dinner Roll</u>	3			
Side Bacon	1			

ales per hour					
	Hour	Net Sales per hour	# Checks	# Guests	GCA
	6:00 AM	\$329.25	9186	19749	\$15.96
	8:00 AM	\$7.00			
	9:00 AM	\$529.30			
	10:00 AM	\$15,436.68			
	11:00 AM	\$45,539.64			
	12:00 PM	\$60,214.75			
	1:00 PM	\$34,228.96			
	2:00 PM	\$25,353.08			
	3:00 PM	\$23,634.10			
	4:00 PM	\$40,952.23			
	5:00 PM	\$55,777.85			
	6:00 PM	\$10,163.80			
	7:00 PM	\$1,174.65			
	8:00 PM	\$653.05			
	9:00 PM	\$1,258.10			
	11:00 PM	\$35.50			
	Grand Totals	\$315,287.94			
	Top selling items				
	Sunday Brunch	2,932.00			
	Lunch Special \$10.75	1,602.00			
	Fish"n Chips	979			
	Dinner Special	893			
	H. Gardens Cheeseburger	922			
	Reuben Sandwich	607			
	<u>Chef Cobb Salad</u>	538			
	Coconut Shrimp	655			
	Chicken Croissant Sand.	581			
	Turkey Club	499			
	Thai Chicken Salad	356			
	Fried Chicken Basket	489			
	BBQ Pulled Pork Sand.	387			
	Shrimp Louis	329			
	Bowl of Soup	781			
	BBQ Bacon Cheeseburger	319			
	House Salad	488			
	Meatloaf Dinner	250			
	Baja Style Fish Tacos	281			

Black and Bleu Burger	267		
Open Food	479		
Beet Salad	234		
Steak of the Day	164		
Brat & Chips with Kraut	278		
Cup of Soup	546		
Fried Chicken Sand.	209		
Cheese Ravioli Dinner	162		
Chicken Caesar Salad	163		
Impossible Veg. Burger	157		
French Fries	1,701.00		
Half Chicken Dinner	135		
Chili Rellanos	220		
margaritaville	128		
Pie of the week	266.5		
Mozzarella Sticks	190		
Sweet Potato Fries	800		
Cauliflower Bites	141		
Gouda bites	114		
Warm Lattice Cherry Pie	176		
Lunch Memorial \$12.50	67		
Stanley Deal	108		
4th july	37		
Fries	170		
Ice Cream Sundae	96		
BLT	60		
Side Salad	45		
Lunch Memorial \$10	31		
Plain Burger	21		
Scoop Of Ice Cream	143		
Caesar Salad	65		
Homemade Chips	2,825.50		
Grilled Cheese	15		
Golf Ladies Special	12		
Brunch	9		
Salad Bar	10		
Tortilla Chips	18		
Turkey Club Sandwich	7		
	-		
Cheesecake of the week	12		
Boston Cream Pie	11		
Coleslaw	31		
Bratwurst & Chips	8		
Dinner Salad Bar	4		
Golf ladies Wed Special	4		
Cottage Cheese	13		

Mashed Potatoes	5		
<u>Chicken Salad Croissant</u>	1		
<u>Dinner Roll</u>	11		
<u>Chicken Quesadilla</u>	2		
Salad Bar with Entree	2		
<u>Green Beans</u>	3		
Pepper cheese bites	1		
<u>Fruit</u>	2		
Onion Rings	2		
Side Bacon	2		
Add Guacamole	1		