



Heather Gardens

METROPOLITAN DISTRICT

NOTICE OF HGMD BOARD OF DIRECTORS REGULAR MEETING

April 17, 2025, at 1:00 P.M.

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District hereby gives notice that it will hold a regular meeting at the at the Heather Gardens Clubhouse in the boardroom and via Zoom video conference at **1:00 p.m.** on **April 17, 2025**. The meeting will be held for the purpose of conducting the business of the Heather Gardens Metropolitan District. This meeting is open to the public.

Join Zoom

<https://us06web.zoom.us/j/81601701147>

Meeting ID: 816 0170 1147

Pass code: Not Required

Or Dial-In: +1 346 248 7799

AGENDA

1. Pledge of Allegiance
2. Determine quorum present
3. Call meeting to order
4. Consider Approval of/Additions To/Deletions from the Agenda
5. President's Report
6. Treasurer's Report
7. District Manager's Report
8. Approve Outstanding Meeting Minutes
 - a) HGMD Board meeting 04/18/2024
 - b) HGMD Board meeting 05/16/2024
 - c) HGMD Board meeting 03/20/2025
 - d) HGA/HGMD Study Session 03/24/2025
 - e) HGMD Board Special meeting 04/03/2025
9. Committee Chair Reports
 - a) Audit/Finance Report
 - b) Clubhouse Committee Report
 - c) Foundation Committee Report – Report attached
 - d) Golf Committee Report – Report attached
 - e) Restaurant Committee Report – No report currently
 - f) RV Lot Committee Report
10. Consultant/Advisor Reports
11. Review of Financial Reports
12. Unfinished Business
 - a) Update on letter to CRS - David
13. New Business
 - a) Discussion and Consider Action on the replacement of a water controller & accessories for building irrigation that is on HGMD property
14. Public Comments on Non-Agenda Items (time limit of 5 minutes per speaker)
15. Announcements
16. Adjournment

The next HGMD regular Board meeting will be held on Thursday, May 15, 2025, at 1:00 PM.
2888 S. Heather Gardens Way • Aurora, CO 80014 • (303) 755-0652 (Office) • (303) 745-5253 (Fax)
www.heathergardens.org



**HEATHER GARDENS METROPOLITAN DISTRICT
REGULAR MEETING, THURSDAY, APRIL 18, 2024
MINUTES**

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District held a regular meeting at the Heather Gardens Clubhouse, 2888 S. Heather Gardens Way, Aurora, Colorado in the boardroom and via Zoom video conference.

1. Pledge of Allegiance was recited.
2. A quorum was present with President Daniel Taylor, Vice-President Eloise Laubach, Secretary Robin O'Meara, and Director Craig Baldwin attending in person. Treasurer Rita Effler attended via Zoom. About 40 members of the public present in person and undetermined number on Zoom.
3. Meeting called to order at 1:02 p.m.
4. Minutes for the February 15, 2024, meeting were approved with a spelling correction and March 7, 2024 meeting were approved without any correction.
5. There were no changes to the agenda.
6. The President's Report (published in the agenda)
 - a) AJ Beckman spoke about the recall election and delivered certificates (recall petitions) to be kept as public records.
 - b) A discussion then took place regarding setting a date for the recall election.
 - c) Vice-President Laubach made a motion to set a recall election date. Without a second the motion failed.
7. Treasurer's Report: Included in Board Packet. Treasurer Rita added that the District received Lottery funds and that grants may be available.
8. Director Baldwin provided a management report to the board prior to the meeting.
9. Committee Chair Reports
 - a) Audit/Finance Report – No meeting. No financial reports received from management.
 - b) Clubs/Activities Committee Report – Included in the supplemented packet. Nancy Linsenbigler spoke about the garden club, woodworking shop, Frolics, Pickleball and Zoom and sound system for the auditorium.
 - c) Clubhouse Committee Report – included in Board Packet
 - d) Compliance Committee – No meeting
 - e) Foundation Committee Report – No meeting
 - f) No Golf Committee Report.
 - g) Restaurant Committee Report – Secretary O'Meara mentioned that the District's new website won a reward from SDA for accessibility and noted that revenues have increased, and a new menu is in the works.
 - h) RV Lot Committee Report – included in Board Packet. Chair Forrest McClure noted that the Army Corp of Engineers has provided permission for the District to build a fence on the District's own property.
12. Unfinished Business
 - a) Assessment of Handicap Accessibility for District Facilities – Architect Hired
 - b) Proposal for Additional Clubhouse Parking Signs – Postponed Pending Architect
 - c) Evaluate Sound System – In Progress



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- d) Review Capital Expenditure Spreadsheet. President Taylor noted it is not a budget but a list of items and projects.

13. New Business

- a) Motion 2024-4-18-1 made by Director Baldwin to amend RV Rental Agreement to allow transfers quarterly to better match the size of the RV to the size of the assigned space. Second by Treasurer Effler. Adopted unanimously.
- b) Motion 2024-4-18-2 withdrawn by Director Baldwin.
- c) Motion 2024-4-18-3 Use of Office Space and Hiring of Contract Labor made by Secretary O'Meara, that "HGA vacate the office behind the front reception desk in the clubhouse lobby..." seconded by Treasurer Effler. Approved by a majority vote, with Vice-President Laubach voting no.
- d) Motion 2024-4-18-4 Approval of Joint Long Range Planning Committee PM. Moved by President Taylor to table indefinitely, seconded by Director Baldwin and approved unanimously.
- e) Motion 2024-4-18-5 to adopt the revised Audit-Finance PM-1 moved by Vice-President Laubach, seconded by Director Baldwin and approved unanimously.
- f) Motion 2024-4-18-6 based on recommendation of the Clubs and Activities Committee to install Cat 6 cable in the Auditorium, moved by Director Baldwin, seconded by Vice-President Laubach and approved unanimously.

14. Motion to adjourn by Vice-President Laubach and approved unanimously at 4:30 PM.

The next HGMD regular Board meeting will be held on Thursday, June 20, 2024, at 1:00 PM.

Forrest McClure

Forrest McClure, Secretary¹

Heather Gardens Metropolitan District Board of Directors

¹ Minutes that may have been written by then Secretary O'Meara are unavailable or were not produced. Secretary McClure (who was at and who participated in the meeting) produced these minutes based on the Zoom recording of the meeting and available records (published agenda and signed and certified motions).



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HEATHER GARDENS METROPOLITAN DISTRICT REGULAR MEETING, THURSDAY, May 16, 2024 MINUTES

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District held a regular meeting at the Heather Gardens Clubhouse, 2888 S. Heather Gardens Way, Aurora, Colorado in the boardroom and via Zoom video conference.

1. The Pledge of Allegiance was recited.
2. A quorum was present with President Daniel Taylor, Vice-President Eloise Laubach, Secretary Robin O'Meara, Treasurer Rita Effler and Director Craig Baldwin attending in person. About 11 members of the public present in person and undetermined number on Zoom.
3. Meeting called to order at 1:03 p.m.
4. President's Report – Published in Board packet. President Taylor spoke about an agreement with HGA to settle issues by arbitration without the presence of attorneys and gave an update on recall protests.
5. There was no Treasurer's Report.
6. Committee Reports
 - a. Clubs/Activities Committee Report - included in the Board Packet. Director Baldwin invited Nancy Linsenbigler to give an oral report on the need for a new sound system for the auditorium.
 - i. Frolics - No report provided
 - ii. Garden Club - No report provided
 - iii. Woodshop Club - No report provided
 - b. Clubhouse Committee Report – included in Board Packet. Director Baldwin denied that he had resigned as chair of the Clubhouse Committee and requested that Motion 2024-5-16-5 be removed from the agenda. He did confirm that he had resigned from the Audit Finance Committee.
 - c. Compliance Committee – No meeting
 - d. Foundation Committee Report – included in Board Packet
 - e. Golf Committee Report – No report
 - f. Restaurant Committee Report – Secretary O'Meara spoke about successes in the restaurant.
 - g. RV Lot Committee Report – included in Board Packet. Committee Chair McClure spoke about the AJI Fence proposal and three other proposals from other companies.
7. Unfinished Business
 - a. Signage for Clubhouse Parking Lot – Copy of Motion 6-9-21-23 Will be forwarded to management. Much of the discussion was about golfers not utilizing the Omega parking area.
 - b. Evaluation of Sound System – In Progress. Need proposal for completion.
8. New Business
 - a. Motion 2024-5-16-1 Vice-President Laubach moved to fix the date for HGMD Recall Election for July 8, 2024. Director Baldwin moved to table the motion until there is a court date. Vice-President Laubach seconded the motion. The vote to table was unanimous.



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- b. Motion 2024-5-16-2 Use of Lot at 13692 E. Marina Drive. Motion by Director Baldwin based on the recommendation of the Special Property Advisory Committee and the Clubhouse Committee to allow the HGA to use the property as described in a letter from the General Manager. Seconded by Vice-President Laubach. The motion failed by majority vote with Baldwin and Laubach voting yes and Effler, O'Meara and Taylor voting no.
 - c. Motion 2024-5-16-3 Purchase of Woodshop Tools & Change of Lock Codes. Moved by President Taylor and seconded by Vice-President Laubach to purchase \$1,500 of small tools and to change keypad codes to the Woodshop prior to June 1, 2024. Approved by majority vote with only Baldwin voting no.
 - d. Motion 2024-5-16-4 Tree Replacement – Golf Course. At the request of the Foundation Committee, President Taylor moved that damaged trees be replaced at a cost not to exceed \$5,000. Second, by Treasurer Effler. Approved unanimously.
 - e. Motion 2024-5-16-5 Approve Robin O'Meara as Clubhouse Chair. President Taylor moved to appoint Secretary O'Meara chair of the Clubhouse committee. Second, by Treasurer Effler. Approved by majority vote with Effler, Taylor and O'Meara voting yes, and Laubach and Baldwin voting no.
 - f. Motion 2024-5-16-6 Approval of Capital Program Committee. Motion by President Taylor to dissolve the Compliance Committee and create a Capital Program Committee with Taylor as chair. Second, by Treasurer Effler. Approved by majority vote with only Baldwin voting no.
 - g. Motion 2024-5-16-7 Dissolve Contracts Coordinator Position. Motion by President Taylor to dissolve the Contracts Coordinator position. Second, by Treasurer Effler. Approved by majority vote with Baldwin and Laubach voting no, and Taylor, Effler and O'Meara voting yes.
 - h. Motion 2024-5-16-8 Approve Attachment 5, Audit PM-1, Reimbursement Request. Motion by President Taylor to approve an authorization form for reimbursement of expenses. Second, by Vice-President Laubach. Approved unanimously.
9. Motion to Adjourn by Treasurer Effler. Second by Vice-President Laubach. Approved unanimously. Adjourned at 3:37 PM.

The next HGMD regular Board meeting will be held on Thursday, June 20, 2024,
at 1:00 P.M. in the Clubhouse Boardroom

Forrest McClure

Forrest McClure, Secretary¹

Heather Gardens Metropolitan District Board of Directors

¹ Minutes that may have been written by then Secretary O'Meara are unavailable or were not produced. Secretary McClure (who was at and who participated in the meeting) produced these minutes based on the Zoom recording of the meeting and available records (published agenda and signed and certified motions).



**HEATHER GARDENS METROPOLITAN DISTRICT
REGULAR MEETING, THURSDAY, FEBRUARY 20, 2025
MINUTES**

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District held a regular meeting at the Heather Gardens Clubhouse, 2888 S. Heather Gardens Way, Aurora, Colorado in the boardroom and via Zoom video conference.

1. Pledge of Allegiance was recited.
2. A quorum was present with President Bill Gold, Vice-President Eloise Laubach, Secretary Forrest McClure, and Director Steve Stratton attending in person. Treasurer David Kennedy was excused. Also attending, GM Lary Herkal and seven members of the public in audience and about thirty via Zoom.
3. Meeting called to order at 1:05 p.m.
4. Director Stratton stated he had no motion available. As a result item 13 e) was deleted from the Agenda.
5. There was no President's Report
6. Treasurer's oral Report: The treasurer has been in contact with the Bond Trustee.
7. District Manager's oral Report The GM spoke about Ruben Brown (auditor), Comcast, the auditorium repairs, sound system proposals, projectors, the new Clubhouse Manager, class registration, the golf pump, the restaurant manager, a security management consultant, and pool temperatures.
8. There being no corrections to the Meeting Minutes for the regular HGMD Board meeting on 2/20/2025, and the HGA/HGMD Study Session on 2/24/2025 the minutes stand approved.
9. Committee Chair Reports
 - a) Audit/Finance Report – no report.
 - b) Capital Program Committee – No meeting this month
 - c) Clubhouse Committee Report available on-line.
 - d) Foundation Committee Report – Report available on-line.
 - e) Golf Committee Report – No meeting this month but it was mentioned that two members have resigned, Linda Savage will be the temporary chair and the next meeting will be Tuesday, March 25th at 2:00 PM.
 - f) Restaurant Committee Report: It is projected that the restaurant will achieve \$1 million in revenue this year.
 - g) RV Lot Committee Report – Report available on-line. In addition, it was noted that there are now 54 people on the Wait List, and 6 unassigned spaces available. Six solar powered streetlights will be delivered on Friday, March 21st.
10. Consultant/Advisor Reports: A public statement on the budget and financials for 2024 is being prepared.
11. There were no Financial Reports to review.
12. There was no Unfinished Business
13. New Business
 - a) MOTION NUMBER: 2025-03-20-R President Gold moved the board to adopt the Resolution Establishing an Electronic Mail Policy, seconded by Director Stratton, and approved unanimously. MOTION NUMBER: 2025-03-20-0 in connection with the policy, President Gold moved that



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management of the District's domain (hgmetrodist.org) be transferred to SOS Tech. Seconded by Director Stratton and approved unanimously.

b) MOTION NUMBER: 2025-03-20-1 Secretary McClure, upon the recommendation of the committee, moved to adopt the amended RV Storage Lot Committee PM. President Gold seconded, and the board approved unanimously.

c) Discussion and Consider Action on installation of Karisma LED Lighting on the Clubhouse.

MOTION NUMBER: 2025-03-20-3 by Vice-President Laubach for the Foundation to pay up to 1/3 the cost, not to exceed \$11,814, was seconded by Secretary McClure and approved unanimously.

MOTION NUMBER: 2025-03-20-4 by President Gold for the District to pay up to 1/3 the cost, not to exceed \$11,814, was seconded by Vice-President Laubach and approved unanimously.

The action will go to the HGA Board to consider paying the final 1/3 cost.

d) Discussion and Consider Action on Replacement of Swimming Pool and Hot Tub Chemical Feeder. MOTION NUMBER: 2025-03-20-2. Director Stratton moved to replace the swimming pool and hot tub chemical feeder at a cost not to exceed \$9,637. Seconded by Vice-President Laubach and approved unanimously.

e) Removed from the agenda.

f) Discussion and Consider Action on Accounting Issue. MOTION NUMBER: 2025-03-20-5. Vice-President Laubach moved to engage Rubin Brown to do a 2024 audit of HGA employee payroll allocations to determine the amount HGMD owes HGA. Seconded by President Gold. President Gold then moved to amend the motion with a letter of engagement to determine the cost of having Rubin Brown validate what was billed (prior to engaging Rubin Brown). Seconded by Vice-President Laubach and approved unanimously.

14. Motion to adjourn by President Gold, seconded by Director Stratton, and approved unanimously at 3:12 PM.

The next HGMD regular Board meeting will be held on Thursday, April 17, 2025, at 1:00 PM.

Forrest McClure, Secretary
Heather Gardens Metropolitan District
Board of Directors



HGMD BOARD OF DIRECTORS STUDY SESSION MINUTES
March 24, 2025

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District held a Study Session at the at the Heather Gardens Clubhouse in the boardroom and via Zoom video conference at 3:00 pm. on March 24, 2025. The meeting will be held for the purpose of conducting the business of the Heather Gardens Metropolitan District. This meeting is open to the public.

1. Pledge of Allegiance
2. A quorum was present with President Bill Gold (on Zoom), Secretary Forrest McClure, and Treasurer David Kennedy. Also, attending in person from the HGA Board of Directors, President Sue McBeth, Vice President Larry Dávila, and Directors John Harvey, and Bill Archambeau. HGA Secretary Linda Hileman and Director David Baxter attended via Zoom. About 15 members of the public attended via Zoom.
3. Meeting called to order at 3:00 p.m. by HGMD President Gold.
4. "Ground Rules" published in the agenda.
5. Review and discussion on the "Asset Management Agreement".
6. The next joint study session is scheduled for March 31, 2025 at 2:30 p.m.
7. Meeting adjourned by motion by Treasurer Kennedy, seconded by Vice-President Laubach and approved unanimously at 4:50 p.m.

The next HGMD regular Board meeting will be held on Thursday, April 17, 2025, at 1:00 PM.

Forrest McClure

Forrest McClure, Secretary

Heather Gardens Metropolitan District Board of Directors



HGMD BOARD OF DIRECTORS SPECIAL MEETING MINUTES
April 3, 2025, at 4:00 P.M.

Pursuant to Section 24-6-402(2)(c), C.R.S., the Board of Directors of the Heather Gardens Metropolitan District held a special meeting at the Heather Gardens Clubhouse in the boardroom and via Zoom video conference on January 30, 2025. The meeting was held for the purpose of conducting the business of the Heather Gardens Metropolitan District. The meeting was open to the public in person and via electronic communication (Zoom and telephonically).

1. Pledge of Allegiance recited at 4:00 p.m.
2. A quorum was present. Directors attending: President Bill Gold, Vice-President Eloise Laubach, Secretary Forrest McClure, Treasurer David Kennedy, Director Steve Stratton. Also, attending: HGA directors Bill Archambault and John Harvey in person and another 25 via Zoom.
3. The meeting was called to order at 4:02 p.m. and President Gold turned the meeting over to Treasurer Kennedy as he had requested the meeting.
4. Discussion and Consider Action related to the Accounting Process for Heather Gardens Metropolitan District with Community Resource Services of Colorado and Heather Gardens Associations Accounting resulted in Motion 2025-04-03-1 made by Treasurer Kennedy and seconded by Vice-President Laubach to put Community Resource Services of Colorado on probationary status. Approved unanimously.
5. Adjournment moved by Treasurer Kennedy, seconded by Vice-President Laubach approved unanimously.

The next HGMD regular Board meeting will be held on Thursday, April 17, 2025, at 1:00 PM.

Forrest McClure

Forrest McClure, Secretary

Heather Gardens Metropolitan District Board of Directors

HGMD Foundation Notes for April 9, 2025

Members Present: Eloise Laubach. Members on Zoom: Mavis Richardson

Meeting was called to order at 1:05 p.m. There was no quorum present, there was discussion only, no decisions were made.

Guest: Matt Martella & Linda Savage

Eloise gave brief financial update:

\$49,445.54 – Liquid Funds - \$17K of that is designated for trees.

The Clubhouse lighting project has been approved. The financial agreement is as follows: The Project cost will be split 3 ways between HGA, HGMD & The Foundation. The final cost after discount offered by Trimlight will be \$38,276.

Matt indicated after the contract is signed the project would most likely be completed within 60 days. Trimlight wants to get the installation completed before their busy season begins in the fall.

There was a discussion about which department should be responsible for the application that controls the lights, when the lights will be used, etc. The final consensus was the Clubhouse Manager, and her staff would be the best fit. The Foundation and Clubhouse will need to determine the PMs to establish guidelines for use of the lights throughout the year.

Linda Hileman suggested the committee discuss fundraisers to offset some of the cost for the lights. That will be a future agenda item.

Meeting was adjourned.



**HEATHER GARDENS METROPOLITAN DISTRICT
 BOARD ACTION
 DATE: APRIL 17, 2025**

MOTION NUMBER: 2025-04-17-1

MOTION: RV LOT CONCRETE & LANDSCAPE

Based upon the recommendation of the RV Storage Lot Committee I move that landscape grading at the Dump station and Gate be awarded to Marquez And Sons Construction, at a cost of \$3,450.

**ECONOMIC COST TO THE DISTRICT: \$
 APPROPRIATED BY:**

Motion by: Forrest McClure Second by:

Rationale: The trough that allows the gate to open tends to collect debris that might inhibit or prevent its operation. The purpose of the work would eliminate the trough. This was proposed last October 17, 2024 and three bids were received. A bid from SunnyDay for \$14,453 was rejected. The second bid was from Marquez & Sons at a cost of \$3,200. The third bid from Highlands Stamped Concrete at a cost of \$3,493 was approved by the board. Unfortunately, Highlands did not respond to the contract sent to them.

Secondary Motion to : _____

Secondary Motion by: _____ Second by: _____

VOTE: _____ _____

	Yes	No
Bill Gold		
David Kennedy		
Eloise Laubach		
Steve Stratton		
Forrest McClure		
Total		

Yes	No

The secondary motion does/does not have a majority and passes/fails.

The main motion does/does not have a majority and passes/fails.

Attested to by (signature):

President
 HGMD Board of Directors

Secretary
 HGMD Board of Director

R V Gate

