



**NOTICE OF HGMD BOARD OF DIRECTORS REGULAR MEETING
November 17, 2022, at 1:00 PM**

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 Heather Clubhouse in the board room and via Zoom videoconference at **1:00 PM on November 17, 2022**. The business meeting will be held for the purpose of conducting such business as may come before the Board. This meeting is open to the public.

Join Zoom Meeting

<https://us06web.zoom.us/j/82532927349?pwd=akZoMVJBL0VvcFo0OE1XQkpaRTk4Zz09>

Meeting ID: 825 3292 7349

Password: 416367

or

Dial-In Number: +1 346 248 7799 US

AGENDA

1. Determine quorum present
2. Call meeting to order
3. President Remarks
4. Approval of/additions to/deletions from the agenda
5. Approval of Minutes
 - a. Consider Approval of Minutes of October 13, 2022, Special Meeting
 - b. Consider Approval of Minutes of October 20, 2022, Regular Meeting
6. Reports of Directors, committees, and professional consultants
 - a. CEO (Rea) – November 15, 2022, Report
 - b. Clubhouse/Restaurant Committee (Mines) – No Meeting
 - c. Foundation Committee (Laubach) – November 9, 2022, Report
 - d. Golf Committee – No Meeting
 - e. Property Policy Committee (Funk) – No Meeting
 - f. Joint Long Range Planning Committee (Funk) – November 10, 2022, Update
 - g. Treasurer’s Report (Archambault) – November 2022
 - h. Joint Budget and Finance Committee (Archambault) – November 14, 2022, Report
7. Unfinished Business
8. New Business
 - a. Consider Approval of Line-Item Redistribution of 2022 Budget Year Funds to Fund Priority Projects
 - b. Consider Approval to Use Lottery Funds to Purchase a new Enclosed and Impact Screen for the Golf Course Simulator
 - c. Consider Approval of the Yale Entrance Water Wise Project
9. Open Forum – Public comment (time limit-3 minutes per person)
10. Adjournment

Note: HGMD regular Board meetings, when held, are on the third Thursday of each month at 1:00 PM. Residents wishing to speak on agenda items will be given the opportunity at the time the item is discussed (time limit-3 minutes per person).

The regular meeting on December 15 is canceled and a special meeting will be held on December 22, 2022 at 1:00 PM.

**HEATHER GARDENS METROPOLITAN DISTRICT
SPECIAL MEETING
Thursday, October 13, 2022**

The special meeting of the Board of Directors of the Heather Gardens Metropolitan District was held via Zoom/Telephone in the Heather Gardens Clubhouse and in the board room at 2888 S. Heather Gardens Way, Arapahoe County, Colorado, on Thursday, October 13, 2022, at 10:00 A.M.

CALL TO ORDER: President Funk called the meeting to order at approximately 10:00 A.M. on Thursday, October 13, 2022. A quorum was present.

BOARD MEMBERS PRESENT: President David Funk, Vice President Eloise Laubach, Secretary/Treasurer William Archambault, and Director Maria Mines.

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Chief Executive Officer (CEO) Jon Rea, Chief Financial Officer (CFO) Jerry Counts, and Board Assistant Evelyn Ybarra.

GUESTS PRESENT: Jennifer Ivey, Icenogle Seaver Pogue, P.C., 6 members of the Heather Gardens Association Board, Lynn Donaldson with Heather 'n Yon, and approximately 23 members of the public were present.

NEW BUSINESS:

a.) Motion to Accept the Heather Gardens Metropolitan District 2023 Budget:

Motion made by Secretary/Treasurer Archambault and seconded by Vice President Laubach and passed unanimously.

Text of Motion: Based upon the recommendation of the Joint Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors accept the 2023 budget, which includes anticipated revenue of \$3,151,855 and anticipated expenditures of \$3,151,855 for the Enterprise Fund and anticipated revenue of \$553,172 and anticipated expenditures of \$648,085 restricted funds. Restricted funds assume the use of \$60,000 in excess Debt Service funds held by the trustee bank and \$34,913 from excess Conservation Trust Funds monies.

Motion to Open the Public Hearing regarding the Heather Gardens Metropolitan District 2023 Proposed Budget: Motion made by Secretary/Treasurer Archambault and seconded by Director Mines and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors open the public hearing regarding the 2023 proposed Heather Gardens Metropolitan District Budget.

Explanatory Comment: As the Heather Gardens Metropolitan District is a quasi-governmental agency, the public must be provided the opportunity to provide input and comment on any proposed budget.

The following public comments were received:

A resident disagreed with funding the golf course for those that do not play golf.

A resident commented that the golfer's rates should increase. Secretary/Treasurer Archambault commented that the golfer rates increased by 10%, which equals one dollar. The same resident asked with interest rates going up if the Clubhouse bond rates have gone down, and if so, asked if we can repurchase them at savings. Secretary/Treasurer Archambault commented that they looked into this a few months ago and are currently unavailable.

A resident commented that he submitted a proposed budget for the RV Lot and asked if the numbers were used as he did not find an RV Lot line item in the budget. President Funk commented at the budget workshops that he discussed the initiative to accomplish the RV Lot security and other projects interrupted during COVID for this year without putting it in the 2023 budget.

A resident asked if RubinBrown is the current auditor and how long they have been auditing for Heather Gardens. Secretary/Treasurer Archambault commented that he could not confirm as he did not have the information in front of him. Ms. Ivey commented that since the question was addressed to her, her records show that since 2010. The resident suggested switching auditors every three years, as having an auditor that long may be a bit of a conflict.

Motion to Close the Public Hearing regarding the Heather Gardens Metropolitan District 2023 Proposed Budget: Motion made by Vice President Laubach and seconded by Secretary/Treasurer Archambault and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors close the public hearing regarding the 2023 proposed Heather Gardens Metropolitan District Budget.

Explanatory Comment: As the Heather Gardens Metropolitan District is a quasi-governmental agency, the public must be provided the opportunity to provide input and comment on any proposed budget.

b.) Motion to Approve Heather Gardens Metropolitan District 2023 Budget

Resolution: Motion made by Director Mines and seconded by Secretary/Treasurer Archambault and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors approve the Resolution Adopting the 2023 Heather Gardens Metropolitan District Budget, Certification of the Mill Levy, and Appropriating the Funds (Sum of Money).

Explanatory Comment: This motion is the formal approval and adoption by the Board of Directors of the 2023 Heather Gardens Metropolitan District Budget.

OPEN FORUM: None.

ADJOURNMENT: Upon motion by Secretary/Treasurer Archambault and seconded by Vice President Laubach and passed unanimously, the meeting adjourned at 10:22 A.M.

William Archambault, Secretary/Treasurer

**HEATHER GARDENS METROPOLITAN DISTRICT
REGULAR MEETING
Thursday, October 20, 2022**

The regular meeting of the Board of Directors of the Heather Gardens Metropolitan District was held via Zoom/Telephone in the Heather Gardens Clubhouse and in the board room at 2888 S. Heather Gardens Way, Arapahoe County, Colorado, on Thursday, October 20, 2022, at 1:00 P.M.

CALL TO ORDER: President Funk called the meeting to order at approximately 1:00 P.M. on Thursday, October 20, 2022. A quorum was present.

BOARD MEMBERS PRESENT: President David Funk, Vice President Eloise Laubach, Secretary/Treasurer William Archambault, and Director Maria Mines.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Chief Financial Officer (CFO) Jerry Counts, Contracts Manager Don O’Gorman, and Board Assistant Evelyn Ybarra.

GUESTS PRESENT: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C., 3 members of the Heather Gardens Association Board, Lynn Donaldson with Heather ‘n Yon, and approximately 19 members of the public were present.

PRESIDENT REMARKS None.

CHANGES TO AGENDA: Item b under New Business on the agenda was changed to Consider the Approval to Update the Existing HVAC Building System and Software Computer.

APPROVAL OF MINUTES: Motion made by Vice President Laubach and seconded by Director Mines and passed unanimously to approve the minutes of the September 22, 2022 Special Meeting, as written.

Motion to make Appointment to the Vacancy on the Board of Directors (Mitch Albert): Motion made by Direct Mines and seconded by Vice President Laubach and passed unanimously to appoint Mitch Albert to the Board of Directors.

Mr. Albert introduced himself and provided his background experience as Treasurer for a previous HOA Board for over six years and is a certified appraiser. His interest in serving on the Board is to help maintain the District amenities offered at Heather Gardens.

Ms. Ivey's requested Mr. Albert's information to verify he is an eligible elector of the District, thereafter her office will prepare, transmit to Mr. Albert, and file the oath of office that must be completed and filed with the court, the state, and the county within 30 days of the appointment.

REPORTS OF DIRECTORS, COMMITTEES, AND PROFESSIONAL CONSULTANTS:

Chief Executive Officer (CEO) Report: The Board received a copy of the CEO's Statement of Work and Third Quarterly Report. CEO Rea could not attend the meeting due to a conflict in the schedule.

Clubhouse/Restaurant Committee: The Board received a copy of the Clubhouse/Restaurant Report. Director Mines reported that the Clubhouse and Restaurant are doing well. Manager Montrell provided a list of classes and activities in the Clubhouse. Manager Cormac continues to do his best to keep the Restaurant going. There were comments on how well and popular the breakfast brunch is doing at the Restaurant. There were no questions or further comments.

Foundation Committee: No meeting. Vice President Laubach commented that she received the good news that the bench approved two years ago is finally here and will be assembled, and the landscape project approved a year ago will begin soon. There were no questions or comments.

Golf Committee: No meeting.

Property Policy Committee: No meeting.

Joint Long Range Planning Committee (JLRPC): No meeting.

Treasurer's Report: The Board received a copy of the Treasurer's Report. Secretary/Treasurer Archambault confirmed that in the month of September, the Golf Course made a profit of \$886. There were no questions or comments.

Joint Budget and Finance Committee: The Board received a copy of the Joint Budget and Finance Report. Secretary/Treasurer Archambault reported that the committee met last Monday. The HGA's financial advisor, The Nice Group of Raymond James, presented how the money market fund's interest rate is doing better than the CDs. The HGA Board approved moving a substantial amount of money from the Capital Savings Account to the Money Market Funds; Money Market Funds are available the next day if needed. Secretary/Treasurer Archambault had asked CFO Counts to check with the District's banker if their Capital Savings, roughly \$700,000, could be moved to Money Market Funds. CFO Counts said that the District's banker had scheduled to meet with him next Tuesday, and he will have more information on this and will work on having them

at the next Joint Budget and Finance meeting. There were no further questions or comments.

UNFINISHED BUSINESS:

- a) **Motion to Approve the Bat Houses Proposal from the Green Team:** Motion made by Secretary/Treasurer Archambault to approve the installation of four bat houses on designated Heather Gardens Metropolitan District property at no cost or maintenance to the District and seconded by Director Mines. After further discussion and questions, the motion passed unanimously to allow the Green Team to install the bat houses on the designated District property.

Ms. Ivey asked from a legal perspective if there will be a license agreement or an easement agreement to allow the Green Team to place the bat houses and set forth their maintenance responsibilities and any limitations on use of the property; it is advised to have this in writing between the parties. The Board members agreed and requested that information be provided to Ms. Ivey to allow her to prepare an agreement.

NEW BUSINESS:

- a) **Motion to Approve the Capital Expenditure for the Removal and Replacement of the Clubhouse Pool Boiler (\$22,880):** Motion made by Director Mines and seconded by Vice President Laubach and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors approve a contract with Long Mechanical to remove and replace the existing Clubhouse outdoor pool boiler. The cost to remove and replace the boiler is \$22,880, with a 10% change order reserve to cover the cost of unforeseen issues to complete the project. This project is budgeted not to exceed \$25,168 without prior HGMD Board approval.

Explanatory Comments: This item was approximately \$7,500 less than budgeted.

- b) **Motion to Approve to Update the Existing Clubhouse HVAC Building Automation System Software and Computer (\$17,697):** Motion made by Secretary/Treasurer Archambault and seconded by Vice President and passed unanimously.

Text of Motion: I move that the Heather Gardens Metropolitan District Board of Directors approve the project to update the existing Clubhouse HVAC building automation system software and computer and cost not to exceed \$17,697.

Explanatory Comments: This is an unbudgeted item but is within appropriated funds.

OPEN FORUM:

A resident asked about the status of an email sent to President Funk, CEO Rea, and others to consider a security system for the RV Lot. President Funk said he and Contracts Manager O’Gorman are looking into this along with the previous request on bids and will discuss this further with this resident offline with more details.

A resident asked if there was a timeframe for when the pool boiler will be complete. Contracts Manager O’Gorman commented that the boiler will be installed in January 2023, and the contractor will be back when the pool opens to ensure it is working properly. The same resident also asked about the status of the indoor pool filter system. President Funk commented that engineers and contractors are looking into this as it is a budgeted item for repairs.

A resident asked if any other vacancy on the board needed to be filled. President Funk commented no, but four seats will be up for election as part of the May 2023 regular special district election.

ADJOURNMENT: Upon motion by Secretary/Treasurer Archambault, seconded by Vice President Laubach, and passed unanimously, the meeting adjourned at 1:51 P.M.

William Archambault, Secretary/Treasurer

CEO Department Report
Statement of Work (SOW)
November 15, 2022

End of Month Statement of Work Report - October 2022
 HGMD

Clubhouse

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|-------------------------------------|-----------------------------|--------|---------|------|---------------------|
| Water Filling Station For 2nd floor | uniformed water fountains | 80 | X | | 11/11/2022 |
| Volunteers for holiday decorations | keep volunteers involved | 80 | X | | 11/25/2022 |
| 2023 Calendar | Start promoting 2023 events | 60 | X | | 11/30/2022 |
| Auditorium Floor Deep Clean | Maintain clean look | 10 | X | | 12/19/2022 |

Golf

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|------------------------------------|------------------|--------|---------|------|---------------------|
| Conduct Safety Meeting | Maintenance | 100 | X | | 10/31/22 |
| Attend Ladies League Banquet | Customer Service | 100 | X | | 10/5/22 |
| Golf Course Aerification | Maintenance | 100 | X | | 10/3/22 |
| Attend Men's League Banquet | Customer Service | 100 | X | | 10/20/22 |
| Run Employee Golf Outing | Team Building | 100 | X | | 10/10/22 |
| Begin to Winterize the Golf Course | Maintenance | 100 | X | | 10/31/22 |
| Host Ladies Halloween Scramble | Customer Service | 100 | X | | 10/31/22 |

Restaurant

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|---|---|--------|---------|------|---------------------|
| Hire a part time cook | | 100 | X | | 10/31/22 |
| TV Project | Put New Tv in the banquet room for banquets and parties | 100 | X | | 10/31/22 |
| Marketing/Advertising | We put in the coupons in HeatherNYon | 100 | X | | 11/1/22 |
| Working with Greg on some new flags | | 99 | X | X | 10/31/22 |
| Train our cook to be the lead cook/kitchen manager | | 80 | X | | 11/1/22 |
| Broncos Games/Engagement Events | Hosting Broncos football games through the NY | 75 | | X | 12/31/22 |
| Restaurant Marketing/Social Media | We have touched base with 240 group and are working with Greg on it | 50 | X | | 11/1/22 |
| Holiday menus and hours have been finalized and will be going out | | 50 | X | | 11/15/22 |

CEO/General

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|--|--|--------|---------|------|---------------------|
| Comcast Infrastructure Engagement | Parking Structures | 100 | X | | 10/15/22 |
| Comcast Community Presentation | Coordinate Event | 100 | X | | 10/1/22 |
| Budget Presentations/PPPT | Membership Meeting Prep | 100 | X | | 10/31/22 |
| Gas Contract Review / 3 Vendors | Misc. Updates/Considerations - Execution | 100 | X | | ASAP |
| Comcast Meetings/Engagement | Site Walk/Planning/Comms | 80 | X | | 9/30/22 |
| Starry Phase 3 Addendum | Assemble Addendum w/ Feedback | 75 | X | | 3/31/22 |
| L/I Misc. Contract Renewal | 2 years remaining/Vet Vendors (PPD) | 60 | X | | 3/31/22 |
| Uniform/Identification Project/Program | Review Current/Establish New (PPD) | 50 | X | | TBD |
| Declaration Revisions | Misc. Updates/Considerations | 50 | X | | 11/30/22 |
| PEO Contract Review | Review/Execute | 0 | X | | 11/15/22 |

CFO/Accounting

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Comp Date |
|--------------------------------------|---|--------|---------|------|-----------|
| 2023 Budget/Cap Reserve. | | 100 | X | | 10/13/22 |
| AR/Billing/Prop Mgt in Jenark | General cleanup | 90 | | X | 11/30/22 |
| Review each direct report processes | Sit down and review with each team member | 80 | X | | 12/31/22 |
| ASC 842 Changes in Lessee Accounting | Record right-to-use asset and lease liability | 80 | X | | 11/30/22 |
| Implement requirements of HB22-1137 | Monthly statement process | 10 | | X | 1/31/23 |
| Review POS system for work orders | Collect payment at time of service | 0 | X | | 2/28/23 |
| Capital Reserve Database maintenance | Update current costs and components | 0 | X | | 6/30/23 |

CHRO/Human Resources

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|---|--|--------|---------|------|---------------------|
| Excel and other training for Departments | Improve & Enhance | 100 | | X | 9/1/2022 |
| PEO Admin Review -Present to the board | Renewal/Vet/Research Etc. | 100 | X | | 10/1/2022 |
| Hire Security Manager | Backfill Role in Security | 100 | X | | 10/31/2022 |
| Holiday Party | Emp Morale and recognize | 75 | X | | 12/16/2022 |
| Work on new forms for reviews | easier for managers/fair for all | 65 | X | | 12/1/2022 |
| Google Business Profile Page | Claim our Google profile page to make updates and maintain reviews | 60 | | X | 9/30/2022 |
| Seasonal Communications | Put together communications that are more season based/reminders | 60 | | X | 9/3/2022 |
| Pie and Cider with Employees | Emp Moral | 50 | X | | 11/18/2022 |
| Hire Business Office Manager | Market/Vet/Interview/Hire | 50 | X | | ASAP |
| comprehensive Customer Service Training per Dept. | Improve CS and Help Employees | 50 | X | | 1/1/2023 |
| Employee Open Enrollment-In conjunction with PEO conversion | Compliance | 50 | X | | 12/1/2022 |
| PEO Conversion with all employee file update | Save Money, Improve Efficiency | 25 | X | | 1/1/2023 |
| Employee recognition/reward program | Enhance Morale & Recognize (PPD) | 25 | X | | parked |

Communications/Business Office Manager

Project Status & Objectives

These objective are currently on hold as we replace the Business Office Manager Position - Some Responsibilities have been dispersed amongst Mgmt. Team For Temp Coverage

| Project Name | Objective | % Comp | On-Time | Behind | Goal for Completion |
|--|--|--------|---------|--------|---------------------|
| Hire Business Office Manager Position | Currently Posted and Sourcing Applications/Resumes for Backfill | 50 | X | | ASAP |
| Brochure/Property Brochure | Update old brochure with new information. Draft complete, waiting on approval to print | 100 | X | | TBD |
| Communications SOP/PM Development | Work with CECC External & Team for Internal Process | 100 | x | | 9/9/2022 |
| Update current Information on Website | Make corrections and remove outdated information/add more communications as needed | 100 | x | | 9/30/2022 |
| Social Media Accounts | Create a business account Instagram | 90 | | X | 8/25/2022 |
| Google Business Profile Page | Claim our Google profile page to make updates and maintain reviews | 60 | | X | 9/30/2022 |
| Seasonal Communications | Put together communications that are more season based/reminders | 60 | | X | 9/3/2022 |
| Allstream Analog Telephone lines | Work with vendor to clean unused lines and ensure we have the right service. | 50 | X | | 12/1/2022 |
| Find one platform for all Communications | Work on finding one platform for all communications & info resource | 40 | | X | 9/26/2022 |
| Pllera Clean Up | Work on removing nonresidents, updating current residents so that they receive comms | 20 | X | | 12/31/2022 |
| Cross-Train Receptionist | Work with Res Coordinator to train Recep | 10 | X | | 10/21/2022 |

Contracts

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|--|---|--------|---------|------|---------------------|
| 2022 Elevator Jack Replacement Project; B243, 244, and 250. | Replace Elevator Jacks at B243, 244, and 250 to meet city of Aurora Code | 100 | X | | 11/1/22 |
| 2022 FPE Replacement Project for CP 4, 5, and 6 | Update existing FPE electrical panels to meet current NEC and City of Aurora Code | 99 | X | | 10/28/22 |
| Maintenance Shop - Concrete/ Asphalt. Add New Entry Gate | Repair drainage issues by adding drain pans and remove and replacing curb and gutters. Add New Entry Gate | 90 | X | | 12/31/22 |
| RV Parking Lot | Resurfacing and re-designing the layout of the RV Parking lot to better serve the users | 80 | | X | 11/1/22 |
| 2022 Roof Replacement - B221 and 222. | Replace an HG 6-story building roof. To maintain the building being water tight | 80 | X | | 12/31/22 |
| Parking Structure - Security Enhancement Project | To help relieve community safety concerns | 35 | | X | 12/31/22 |
| PSAC - Parking Structure Maintenance Plan - Year 1 Scope, RFP and Vendor Selection and Performance | To have a professional engineer conduct and conditions test and generate a report describing the current state of the parking structures. | 15 | X | | 12/31/22 |

Custodial

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|---|-------------------------------|--------|---------|------|---------------------|
| Clean Trash Chutes | | 100 | X | | 10/31/2022 |
| Train staff on maintenance of equipment | Get the most out of equipment | 80 | X | | 10/15/2022 |
| Carpet cleaning | catch up on this project | 30 | X | | 1/15/2023 |

Maintenance

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|---------------------------------|-------------------------------|--------|---------|------|---------------------|
| Chair Rail 219 | | 100 | X | | 10/31/22 |
| Bldg. 220 Recirculation Project | 220 | 99 | X | | 12/31/22 |
| training 2022 / service techs | training of different process | 75 | X | | 12/31/2022 |
| training 4th quarter | training | 10 | X | | 11/16/22 |
| November reviews | reviews | 10 | X | | 11/30/22 |
| replacement/repair exit doors | 213-216 in 2023 | 0 | X | | 7/1/23 |

Facilities Maintenance Engineer

Project Status & Objectives

| Project Name | Objective | % Conf | On-Time | Late | Goal for Completion |
|--|--|--------|---------|------|---------------------|
| TOP 3 - 6 PROJECTS | | | | | |
| Continue to schedule railing repairs | 2022 cap res work | 80 | X | | 12/30/22 |
| Continue to schedule concrete repairs | 2022 cap res work | 70 | X | | 12/30/22 |
| Buildings 244 fire alarm bell replacement | Bell/Strobes received still waiting for back plates (Parts took 5 mo.) | 50 | X | | 12/31/22 |
| STH 3206 & 3216 sewer main in basement replacement | Restore basements after pipe replacement | 35 | X | | 11/30/22 |
| MID-LEVEL PROJECTS | | | | | |
| Building 204 Unit 309 | 2 bathrooms restore (Contractor) | 70 | X | | 11/30/22 |
| Building 232 Unit 302 | Kitchen Restoration (Contractor) | 60 | X | | 11/30/22 |
| Inspect CP pillars to obtain a list and count of pillars that need to be either removed or straightened. | For budgetary purposes. | 40 | X | | 12/29/22 |
| LONG TERM PROJECTS | | | | | |
| All Multi-story roof safety protocol | Found Option (Safety) (Scheduling) | 65 | X | | 12/29/22 |
| Building 233 garage windows | Water leaks | 40 | X | | 12/1/22 |

Roads & Grounds

Project Status & Objectives

| Project Name | Objective | % Comp | On-Time | Late | Goal for Completion |
|---------------------------|------------------------------|--------|---------|------|---------------------|
| Update Snow Removal PM's | Cost effective snow removal | 100 | X | | 10/24/22 |
| Water Wise | Improve water usage | 70 | X | | 12/31/22 |
| Replace Chipper | investigate (new/used) | 50 | X | | 12/31/22 |
| Irrigation Blow out | Winterize Irrigation | 25 | X | | ASAP |
| Mowing PM's | Set expectations for mowing | 20 | X | | 12/31/22 |
| 244/cp3 bench pad project | | 15 | X | | 10/21/22 |
| Pruning PM's | Set expectations for pruning | 15 | X | | 12/31/22 |
| Leaf Removal | Remove fallen leaves | 10 | X | | 11/30/22 |

Security

Project Status & Objectives

| <i>Project Name</i> | <i>Objective</i> | <i>% Comp</i> | <i>On-Time</i> | <i>Late</i> | <i>Goal for Completion</i> |
|-----------------------------------|-------------------------------|---------------|----------------|-------------|----------------------------|
| Hold quarterly meeting | set new expectations | 75 | X | | 11/1/22 |
| Clubhouse Access Control (Quotes) | Building Safety | 66 | X | | 12/31/22 |
| Re-do security schedule | ensure 24 h coverage with all | 50 | X | | 11/15/22 |
| Follow Up with Security Grant | Safety and Security | 25 | X | | 10/31/22 |
| Hire New Overnight Guard | Vet, Interview, Start | 10 | X | | 11/7/22 |
| Move Compliance Person into Days | Free Up Manager | 10 | X | | 11/14/22 |
| D.A.R. Daily File | File D.A.R.'s separately | 0 | X | | 10/31/22 |
| Parking Sign Audit | Parking | 0 | X | | 12/31/22 |
| File Key Book Copies | Have multiple copies | 0 | X | | 11/3/22 |
| Quote for Access Control Project | Check with Management | 0 | X | | 10/27/2022 |

HEATHER GARDENS METROPOLITAN DISTRICT

Foundation Committee Report of November 9, 2022 Meeting

Committee: Eloise Laubach, Chair, Charlane Plucheck, Becky Cole, Terry Schumacher, Mavis Richardson, and Vicki Spillane.

The meeting was called to order at 1:00 p.m. A quorum was present.

Absent: Mavis Richardson

Notes of the September 14, 2022 meeting were reviewed and accepted.

Financial reports were reviewed.

Unfinished Business: Committee was given an update on funded projects that were not complete.

The Mask Warriors' Bench Project:

The bench has arrived and is in the Golf Pro Shop. Matt Martella and Greg Kohr will work on placing the bench near the golf course.

Landscaping Project: Chair Contacted Matt Martella and received this update:

After having to redesign the project a few different times because of a culvert that runs from the swale, under the sidewalk, and out to the street, I've finally got a design I am happy with that will be structurally sound and aesthetically pleasing. I've also had to make a change to the materials I initially wanted to use because of availability. The materials have been ordered and are expected to arrive today. I, with a couple of crew members, will begin working on grading and soil removal today. I am hoping to have the project finished (without plant material until the spring) sometime next week if the weather cooperates, which it's looking like it should. We should come in under budget unless we find something unexpected while we are digging.

Restaurant TVs have arrived and are installed.

New Business: The Committee received no new funding requests. However, the committee would like to have future projects for 2023 submitted ASAP so we can plan and budget.

The following are the notes taken by a committee member:

Re: New Funding Requests

Managers need to talk with their respective committees about formalizing their requests for funding. Committees need to project their needs well into the coming year and bring their proposals to the Foundation in time for us to fund the money prior to

when the money is actually needed.

With regard to tree plantings and removals, we need to know:

- 1. The general area where trees will be removed and replaced. As a committee, it is our preference to replace either dead trees, partially dead trees, or trees that are invasive.**
- 2. How much money you do anticipate needing?**
- 3. Please focus on areas of the property that are owned by HGMD, which is basically all boundary areas and the golf course. It typically does not include land directly around specific buildings, townhomes, or patio homes.**

We are aware that there are some other specific needs, such as new chairs for the patio. We'd like to approve money for stronger chairs rather than for rocking, swiveling, or weaker chairs. The patio chairs were replaced a few years ago and have not withstood the type of use that older patrons may require, such as placing their full weight on the furniture as they stand up or sit down. Chairs with sturdy arms are a necessity.

If there is anything needed for Christmas of 2022, those requests should have been submitted prior to today's meeting (11/9/22). Our next meeting is December 14, which is too late if you need new strings of lights or bulbs, or other Christmas items.

Please encourage your committees to meet and plan far enough in advance for us to fund what you need.

End of notes taken by committee member.

Other new business centered on updating the Foundation Brochure. We need to remove outdated pictures and edit some of the text. We need someone to share or take pictures of completed Foundation projects.

Next scheduled meeting: December 14, 2022 if needed.

Submitted by Eloise Laubach, Committee Chair

HGMD TREASURER'S REPORT for NOVEMBER 2022 BOARD MEETING

Highlights of District Operations For the Ten Months ended October 2022

Enterprise Fund:

Enterprise Fund revenue through October was \$2,329,000 which is \$7,100 more than budgeted. Enterprise Expenses were \$1,993,900 which is \$121,100 less than budgeted. Recreation Fee income of \$1,247,600 is as expected. Golf Revenue is \$26,400 more than budgeted. Clubhouse revenue is \$2,000 more than budgeted. Restaurant revenue is \$27,700 less budgeted. Expenses for all three major amenities are about \$107,700 less than budgeted. Capital Expenditures of \$145,758 have been recorded including \$92,758 from 2021 projects completed in this year.

Restricted Funds

Conservation Trust Fund (Lottery). The only revenue activity in October was the recording of \$33 of interest income. Year to date revenue is \$14,834 and Lottery funds of \$21,586 have been used to fund District recreation projects. At October 31st there was \$148,473 in the Lottery bank account.

Foundation Fund. The Foundation Fund has received \$3,009 in donations and interest income through October and \$3,677 has been spent on projects. The Foundation bank account has a balance of \$43,056 and investments amounting to \$150,000 at maturity.

Debt Service Fund. Property tax collection, year to date, has been \$498,484. Specific ownership tax revenue year to date, has been \$26,583. Specific Ownership tax collection for the year may be less than anticipated in the budget. This is not a concern since the bank account for the Debt Service has excess funds. The Debt Service bank account has a balance of \$550,458 at the end of the month. A bond principal payment of \$280,000 and bond interest payment of \$153,700 has been authorized to be paid on December 1, 2022.

FOR THE MONTH ENDED OCTOBER 2022

| | Budget | Actual |
|--------------------|------------|------------|
| Clubhouse Subsidy | \$(53,938) | \$(43,694) |
| Golf Subsidy | \$(20,059) | \$(19,226) |
| Restaurant Subsidy | \$(7,940) | \$(6,635) |

YEAR TO DATE THROUGH OCTOBER 2022

| | | |
|--------------------|-------------|-------------|
| Clubhouse Subsidy | \$(540,777) | \$(483,121) |
| Golf Subsidy | \$(199,682) | \$(142,078) |
| Restaurant Subsidy | \$(70,784) | \$(77,590) |

| Resturant Statistical Information | |
|--|-----------------|
| | |
| Income | 2022 |
| January | 19,177 |
| February | 26,344 |
| March | 48,465 |
| April | 56,155 |
| May | 55,769 |
| June | 53,688 |
| July | 59,007 |
| August | 53,914 |
| September | 50,900 |
| October | 53,049 |
| November | |
| December | |
| Total | 476,468 |
| | |
| Expenses | 2022 |
| January | 38,573 |
| February | 39,411 |
| March | 57,350 |
| April | 60,949 |
| May | 59,111 |
| June | 61,093 |
| July | 61,813 |
| August | 58,997 |
| September | 57,065 |
| October | 59,684 |
| November | |
| December | |
| Total | 554,046 |
| | |
| Profit (loss) | 2022 |
| January | (19,396) |
| February | (13,067) |
| March | (8,885) |
| April | (4,794) |
| May | (3,342) |
| June | (7,405) |
| July | (2,806) |
| August | (5,083) |
| September | (6,165) |
| October | (6,635) |
| November | - |
| December | - |
| Total | (77,578) |
| | |
| Number of Guests | 2022 |
| January | 1,172 |
| February | 1,666 |
| March | 3,162 |
| April | 3,354 |
| May | 3,319 |
| June | 3,385 |
| July | 3,691 |
| August | 3,570 |
| September | 3,279 |
| October | 3,198 |
| November | |
| December | |
| Total | 29,796 |
| | |
| YTD income/guest | \$ 15.99 |
| YTD expense/guest | \$ 18.59 |
| YTD Profit(loss) per guest | \$ (2.60) |

| Golf Course Usage and Income | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| INCOME | | | | | | | | |
| January | 3,986 | 11,459 | 9,726 | 8,111 | 6,302 | 1,535 | - | 2,020 |
| February | 1,354 | 5,786 | 5,075 | 0 | 3,060 | 9,296 | 9,401 | 6,247 |
| March | 16,825 | 7,378 | 16,568 | 8,095 | 25,421 | 19,323 | 12,325 | 16,731 |
| April | 41,742 | 36,254 | 3,048 | 32,944 | 29,992 | 32,075 | 35,998 | 33,889 |
| May | 51,467 | 44,535 | 42,140 | 43,455 | 44,098 | 33,770 | 33,664 | 22,726 |
| June | 67,089 | 59,336 | 61,330 | 53,610 | 46,511 | 45,609 | 42,421 | 45,030 |
| July | 71,427 | 64,426 | 62,154 | 55,768 | 45,287 | 46,958 | 45,006 | 47,206 |
| August | 70,427 | 67,034 | 62,769 | 58,504 | 50,022 | 41,007 | 41,126 | 49,622 |
| September | 58,152 | 54,320 | 54,223 | 49,548 | 41,417 | 31,709 | 36,806 | 38,967 |
| October | 40,096 | 42,905 | 36,491 | 28,705 | 22,506 | 21,543 | 29,217 | 25,613 |
| November | - | - | - | 0 | - | - | - | - |
| December | - | - | - | 0 | - | - | - | - |
| TOTAL | 422,565 | 393,433 | 353,524 | 338,740 | 314,616 | 282,825 | 285,964 | 288,051 |
| EXPENSES | | | | | | | | |
| January | 43,719 | | 41,663 | 29,822 | 28,721 | 23,466 | 14,184 | 27,633 |
| February | 35,740 | 39,321 | 31,348 | 32,360 | 29,615 | 35,020 | 18,014 | 27,395 |
| March | 45,758 | 50,041 | 52,113 | 40,311 | 39,114 | 34,302 | 32,701 | 31,914 |
| April | 44,900 | 104,831 | 57,098 | 51,921 | 50,444 | 52,317 | 40,738 | 36,511 |
| May | 61,385 | 48,569 | 55,203 | 51,904 | 42,776 | 38,228 | 42,478 | 40,365 |
| June | 74,222 | 62,769 | 66,251 | 44,801 | 49,083 | 43,244 | 47,944 | 51,648 |
| July | 70,192 | 68,334 | 72,526 | 69,741 | 46,548 | 76,661 | 48,254 | 45,265 |
| August | 72,144 | 68,556 | 64,764 | 70,396 | 50,414 | 82,402 | 45,301 | 49,675 |
| September | 57,266 | 62,715 | 64,763 | 49,031 | 46,002 | 51,890 | 39,648 | 39,425 |
| October | 59,322 | 52,742 | 58,813 | 52,259 | 49,931 | 73,315 | 42,843 | 42,586 |
| November | - | - | - | 0 | - | - | - | - |
| December | - | - | - | 0 | - | - | - | - |
| TOTAL | 564,648 | 557,878 | 564,542 | 492,546 | 432,648 | 510,845 | 372,105 | 392,417 |
| PROFIT (LOSS) | | | | | | | | |
| January | (39,733) | 11,459 | (31,937) | (21,711) | (22,419) | (21,931) | (14,184) | (25,613) |
| February | (34,386) | (33,535) | (26,273) | (32,360) | (26,555) | (25,724) | (8,613) | (21,148) |
| March | (28,933) | (42,663) | (35,545) | (32,216) | (13,693) | (14,979) | (20,376) | (15,183) |
| April | (3,158) | 45,914 | (54,050) | (18,977) | (20,452) | (20,242) | (4,740) | (2,622) |
| May | (9,918) | (4,034) | (13,063) | (8,449) | 1,322 | (4,458) | (8,814) | (17,639) |
| June | (7,133) | (3,433) | (4,921) | 8,809 | (2,572) | 2,365 | (5,523) | (6,618) |
| July | 1,235 | (3,908) | (10,372) | (13,973) | (1,261) | (29,703) | (3,248) | 1,941 |
| August | (1,717) | (1,522) | (1,995) | (11,892) | (392) | (41,395) | (4,175) | (53) |
| September | 886 | (8,395) | (10,540) | 517 | (4,585) | (20,181) | (2,842) | (458) |
| October | (19,226) | (9,837) | (22,322) | (23,554) | (27,425) | (51,772) | (13,626) | (16,973) |
| November | - | - | - | - | - | - | - | - |
| December | - | - | - | - | - | - | - | - |
| TOTAL | (142,083) | (164,445) | (211,018) | (153,806) | (118,032) | (228,020) | (86,141) | (104,366) |
| DAYS COURSE CLOSED | | | | | | | | |
| January | 23 | 14 | 10 | 25 | 11 | 23 | 31 | 24 |
| February | 28 | 13 | 27 | 28 | 14 | 7 | 11 | 19 |
| March | 14 | 19 | 18 | 22 | 8 | 4 | 13 | 10 |
| April | 2 | 17 | 16 | 6 | 1 | 0 | 9 | 3 |
| May | 2 | 0 | 0 | 0 | 0 | 0 | 2 | 3 |
| June | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| July | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| August | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| September | 2 | 1 | 2 | 0 | 0 | 0 | 0 | 0 |
| October | 0 | 0 | 6 | 9 | 7 | 0 | 0 | 1 |
| November | | | | | | | | |
| December | | | | | | | | |
| TOTAL | 73 | 65 | 79 | 90 | 41 | 34 | 66 | 60 |
| ROUNDS PLAYED | | | | | | | | |
| January | 182 | 525 | 440 | 268 | 521 | 115 | 0 | 209 |
| February | 0 | 240 | 194 | 0 | 247 | 757 | 795 | 544 |
| March | 967 | 392 | 989 | 463 | 1873 | 1378 | 1042 | 1323 |
| April | 2272 | 2068 | 275 | 940 | 2416 | 2632 | 2733 | 2982 |
| May | 3212 | 3208 | 2,976 | 2,837 | 3347 | 2747 | 3016 | 2019 |
| June | 3309 | 3264 | 2,763 | 3,801 | 3481 | 3601 | 3734 | 3841 |
| July | 3436 | 3488 | 3,986 | 3,826 | 3441 | 3475 | 3736 | 3961 |
| August | 3500 | 3577 | 4,034 | 4,039 | 3750 | 3265 | 3609 | 4102 |
| September | 2928 | 2994 | 3,477 | 3,392 | 2965 | 2482 | 3082 | 3326 |
| October | 2045 | 2309 | 2,221 | 1,441 | 1839 | 1663 | 2474 | 2195 |
| November | | | | | | | | |
| December | | | | | | | | |
| TOTAL | 21,851 | 22,065 | 21,355 | 21,007 | 23,880 | 22,115 | 24,221 | 24,502 |
| YTD Income per round played | 19.34 | 17.83 | 16.55 | 16.13 | 13.17 | 12.79 | 11.81 | 11.76 |
| YTD Expense per round played | 25.84 | 25.28 | 26.44 | 23.45 | 18.12 | 23.10 | 15.36 | 16.02 |
| YTD Profit (loss) per round played | (6.50) | (7.45) | (9.88) | (7.32) | (4.94) | (10.31) | (3.56) | (4.26) |

**HEATHER GARDENS BUDGET & FINANCE COMMITTEE
NOVEMBER 14, 2022, MEETING REPORT
COMMITTEE MET IN BOARD ROOM
MEETING ALSO AVAILABLE ON ZOOM**

TO: Members of the Heather Gardens Budget & Finance Committee, HGA Board of Directors, HGMD Board of Directors, Chief Executive Officer, and Chief Financial Officer.

FROM: Terry Hostetler, HGA Treasurer, and Bill Archambault, HGMD Treasurer

Committee: Terry Hostetler, Co-Chair, Bill Archambault, Co-Chair, Craig Baldwin, Harry Laubach, Ray Nash, Randy Lane, Richard Ferguson, and John Recob.

Staff: Jon Rae, CEO; Jerry Counts, CFO.

Audience: Approximately 14 residents, including HGA Board Members and HGMD Board Members

Welcome and Chair Comments: The B&F Committee meeting was called to order at 10:00 AM. A quorum was established. Co-Chair Hostetler welcomed all members and residents present.

The October 17, 2022, B&F Committee meeting report was accepted as presented.

Monthly Operating Analysis Review: Jerry Counts, CFO, reviewed the October financial statements for HGA and HGMD. All questions were answered.

Subcommittee and Other Reports:

Audit Subcommittee: Report was reviewed.

Insurance Subcommittee: HGMD insurance information has been submitted to the Special Districts Pool. Waiting for quotes for 2023 coverage.

Capital Projects Subcommittee: Several individuals will meet tomorrow to discuss the component listing and how to proceed with updating the listing.

Investment Update: No meeting was held.

Unfinished Business: None

New Business:

- 1) Information was presented regarding a two-year natural gas contract with Constellation to be effective November 1, 2023. No action was required nor taken by the Committee as the HGA Board will ratify the contract at the HGA Board meeting on November 15, 2022.
- 2) Information was presented regarding a Professional Employer Organization Contract with ADP. No action was required nor taken by the Committee as the contract will be ratified by the HG Board and the board meeting on November 15, 2022.
- 3) Motion by Lane, seconded by Baldwin and passed unanimously that the Budget and Finance Committee recommend that the HGA Board of Directors and the HGMD Board of Directors approve a contract with A Perfect Landscape to replace the existing landscaping at the Yale entrance to Heather Gardens. The landscaping needs to meet the "Water Wise" design developed in conjunction with the City of Aurora. The cost of the project is \$24,990 with a change order amount of \$2,500 for a total cost of \$27,490. Both Boards need to approve the project as the funding is in the HGA 2022 budget and the property with the project will take place is owned by the HGMD. Both Boards acknowledge the the work will not be started until 2023. The funds available (\$27,490) shall be carried forward to HGA's 2023 capital expenditure budget.
- 4) Motion by Baldwin, seconded by Laubach and passed unanimously that the Budget and Finance Committee recommend that the Heather Gardens Metropolitan District Board of Directors approve the use of Lottery Funds to purchase from Carl's Place a new enclosure and impact screen for the golf course simulator at a cost not to exceed \$2,000.
- 5) Motion by Laubach, seconded by Recob and passed unanimously that the Budget and Finance Committee recommend that the Heather Gardens Association Board of Directors approve the BC&E 2023 Repair Design project for Parking Structures 1 and 3 at a cost of \$31,000 with a 10% change order allowance of \$3,100 for a total project cost not to exceed \$34,100.

Members of the audience wishing to speak on non-agenda items:

- 1) Jerry Counts relayed information regarding the possibility of investing cash funds into 3-to-6-month Treasuries at then current rates of interest. Treasuries rate of interest is about 4% at the present time. There is approximately \$5,000,000 that could be invested in short term investments. At the December B&F meeting a representative of Key Bank will present additional information regarding short term investments. At that time, B&F committee could recommend to both Boards if excess funds should be placed in a short-term investment. The CFO would monitor immediate cash needs and draw down from the short-term investments as needed and if needed.

The meeting was adjourned at 11:05 AM. The next meeting will be on December 19, 2022, at 10 AM in the Board Room and vial Zoom.

**Heather Gardens Metropolitan District
Board Action
Date: November 17, 2022**

MOTION: TO REALLOCATE THROUGH LINE-ITEM REDISTRIBUTION CAPITAL FUNDS APPROPRIATED FOR PROJECTS THAT WILL NOT BE ACCOMPLISHED IN THE 2022 FISCAL YEAR

PROJECT COST: NET \$0

I move that the funds allocated in the 2022 HGMD Budget be reallocated through line-item redistribution by the Heather Gardens Metropolitan District Board of Directors as follows:

| | |
|---|------------|
| Funds From 2022 Anticipated Projects: | Amount: |
| Paint Clubhouse | \$14,672 |
| Flooring Mgmt. Office/Board Room | \$20,960 |
| Clubhouse HVAC 2 variable speed motors | \$11,285 |
| Auditorium Sound System | \$ 6,885 |
| Kilns in Clubhouse | \$28,212 |
| Clubhouse Storage Tank Domestic | \$21,159 |
| Outdoor Pool Heater/Boiler | \$ 7,536 |
| Storage tank Rendezvous | \$21,159 |
| Golf Tractor with forklift and backhoe | \$33,873 |
| Use part of amount to be Contributed to Reserve | \$11,956 |
| Less the following project approved by Board during October 2022 Board meeting: | |
| Update Clubhouse HVAC Software & Computer | (\$17,697) |
| Net amount available for reallocation to other needed projects | \$160,000 |
| Reallocate the \$160,000 as follows: | |
| RV Lot Lighting and other Security | \$50,000 |
| Clubhouse Card Entry Security System/Security | \$80,000 |
| Garden Plot water system design and installation | \$30,000 |
| Total amount reallocated | \$160,000 |
| Net Change to amount appropriated for 2022 Capital Expenditures | \$0 |

Further, I move that the Heather Gardens Metropolitan Board of Directors approve the carry forward of the reallocated funds and projects to the 2023 fiscal year.

Motion by: Bill Archambault _____ Seconded by: _____

Outcome of vote:

For: _____ Against: _____ Absent/Abstaining: _____

___ The motion has a majority and is adopted.

___ The motion does not have a majority and is not adopted.

David Funk, President
HGMD Board of Directors

**Heather Gardens Metropolitan District
Board Action
Date: November 17, 2022**

MOTION: TO APPROVE THE USE OF LOTTERY FUNDS TO PURCHASE A NEW ENCLOSURE AND IMPACT SCREEN FOR THE GOLF COURSE SIMULATOR

Based on the recommendation of the Golf Pro and Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the use of Lottery Funds to purchase a new enclosure and impact screen for the golf course simulator at a cost not to exceed \$2,000.

Motion by: Bill Archambault Seconded by: _____

Outcome of vote:

For: _____ Against: _____ Absent/Abstaining: _____

___ The motion has a majority and is adopted.

___ The motion does not have a majority and is not adopted.

David Funk, President
HGMD Board of Directors

Explanation: The current impact screen has developed holes due to repeated use. The proposed new impact screen will be stronger, have a tighter weave, and have a longer life expectancy.

Golf Course Request for funding from Lottery Funds for Simulator Enclosure and Impact Screen Update.

Our current golf simulator enclosure is 3+ years old and really starting to show its age. When we first purchased the enclosure and screen, we went for the lowest cost option to test the waters of having a golf simulator. After many rental sessions and numerous lessons, we feel our impact screen has reached its life capacity, as holes are beginning to wear due to repeated use. We have also noticed that our enclosure standing at 8x8 would be safer and more effective if it were wider, repeated rightward shots have worn out the Velcro on the corner allowing it not to fully stay closed any longer. A wider enclosure would make it more difficult to hit the corners and wear them out so fast.

We are proposing the use of \$2,000 of lottery funds to purchase a new 8x10.5 simulator enclosure, a premium golf impact screen (stronger, tighter weave will have a longer life expectancy), the pipe framing kit, and lastly a foam insert kit that will allow the corners to be padded incase a wayward ball happens to find it way. We believe this will have a significant impact on not only the visual aspect of the simulator but the overall quality. I believe we will get more use from this update and provide a better safer higher quality looking product to our customers. Please see the images below of our current enclose & impact screen as well as the specs and details of the one we would like to upgrade to.

Our Current Enclosure & Screen. Notice the large gap on the right, room for a wider enclosure.

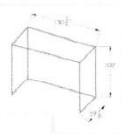
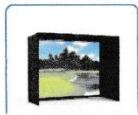


Notice the 2 holes in the middle to lower left of the screen





^ Image Gallery



4.9 ★★★★★
Google
Customer Reviews

Chat

DIY Golf Simulator Enclosure Kit with Impact Screen

\$1,969.85

Easily build your own space to golf at home.

Carl's Place DIY Golf Simulator Enclosure Kits include an impact screen, nylon enclosure, and connector fittings. We'll tell you what pipes you need, or just add the optional Pipe Framing Kit and you'll have an all-in-one golf enclosure.

Screen Material *

[How do I know?](#)

Premium Golf Impact

Enclosure Size *

[Check Size Details](#)

7.7x10

7.7x13

8x8

8x10.5

8.5x11.5

9x12

Accessories

[A little help here?](#)

Pipe Framing Kit

\$354.95

- 1 +

Foam Insert Kit

\$254.95

- 1 +

4.9 ★★★★★
Google
Customer Reviews

nsions (Pair)

Chat

**Heather Gardens Metropolitan District
Board Action
Date: November 17, 2022**

MOTION: TO APPROVE THE YALE ENTRANCE WATER WISE PROJECT

Based on the recommendation of the Maintenance Committee and Joint Budget and Finance Committee, I move that the Heather Gardens Metropolitan District Board of Directors approve the landscape project on the property of the District located at the Yale and Abilene St entrance to Heather Gardens. The landscaping project is to meet the "Water Wise" design developed in conjunction with the City of Aurora.

Motion by: Bill Archambault Seconded by: _____

Outcome of vote:

For: _____ Against: _____ Absent/Abstaining: _____

___ The motion has a majority and is adopted.

___ The motion does not have a majority and is not adopted.

David Funk, President
HGMD Board of Directors

Explanation: See attached Request for Capital Expenditure.

HEATHER GARDENS ASSOCIATION

REQUEST FOR CAPITAL EXPENDITURE

PROJECT: Yale Entrance Water Wise Project

DEPT: Roads and Grounds

DATE: 10/27/22

| | | |
|---------------|--------------------------------|--------------------------------------|
| BUDGET | Budget Amount: \$67,704 | Contract Amount: \$24,990 |
| Year: | Expended YTD: \$ 0.00 | Change Order Res.: \$ 2,500 |
| Tab: | Unexpended Balance: \$ 0.00 | Total Project Cost: \$ 27,490 |
| Page: | | Add. Funds Requested: |

DESCRIPTION: Update existing landscape with water wise landscaping at the Yale entrance.

JUSTIFICATION: Roads and Grounds has been working with the city to update our landscaping at HG with more water efficient landscaping. The decision was made to update the Yale entrance because of the high visibility, not only for residents, but passers-by as well. We received a landscape design from the city for the entrance project. This design includes a plant list and diagram of where each plant should be installed.

Brightview is one of the nation's largest landscape companies and has vast knowledge and experience in executing the type of project we need. Their bid is fair but does not include the cost of installing new, more efficient irrigation to the area. The bid with irrigation almost doubles the cost of the competitors and includes controllers from Rainbird that do not communicate with our existing irrigation software or clocks from Toro.

Roads and Grounds used the same amount of labor hours as Brightview to include in our bid, as well as the cost of materials. The labor cost for R&G was figured on \$50/hour, what we charge to do work for individuals on property. Although R&G has experienced personnel who can complete the project, we lack the time needed for the installation.

A perfect Landscape has done work previously on property with the installation of new landscaping at the CP4 rebuild areas. Their work was performed on time and on budget with professional results. A Perfect Landscape's interpretation of the design includes less plant material installation as the city's design seemed overplanted in areas, something we are trying to exclude in the property's long term landscape planning.

BID COMPARISON:

| A Perfect Landscape | Brightview | Roads and Grounds |
|---------------------|---------------------------------|-------------------|
| | With Irrigation: \$45,192.83 | |
| \$24,990 | Without Irrigation: \$28,594.26 | \$29,500.00 |

RECOMMENDATION: The Maintenance Committee recommend to the HGA Board of Directors to hire A Perfect Landscape to replace existing landscaping with water wise landscaping at the Yale entrance.

| 1. Dept. Head | 2. CFO | 3. CEO | 4. Dept. Chair | 5. B&F Committee | 6. HGA President |
|---|---|---|---|--|--|
| <input checked="" type="checkbox"/> Concur <input type="checkbox"/> Non-concur | <input checked="" type="checkbox"/> Concur <input type="checkbox"/> Non-concur <input type="checkbox"/> Concur with Justification | <input checked="" type="checkbox"/> Concur <input type="checkbox"/> Non-concur | <input checked="" type="checkbox"/> Concur <input type="checkbox"/> Non-concur | <input type="checkbox"/> Concur <input type="checkbox"/> Non-concur | <input type="checkbox"/> Concur <input type="checkbox"/> Non-concur |

Check: Concur, Non-concur or Concur with justification, then initial. Attach comment sheet if you like.

*Capital expenditures, except emergency replacements and weatherproofing performed by HGA labor, are approved/revised as follows:
All Items require Block 1, 2 (when needed), and 3 through 8 completed.



A Perfect Landscape

A Perfect Landscape
14051 E Davies Ave. #B
Centennial, CO. 80112

PROPOSAL

| | |
|-----------|--------------|
| DATE | ESTIMATE NO. |
| 9/13/2022 | 8013 |

| |
|---|
| NAME / ADDRESS |
| Heather Gardens 2888 S. Heather Gardens Way Aurora, CO. 80014 |

| ITEM | DESCRIPTION | QTY | COST | TOTAL |
|------------------------------|---|-----|--------------|-----------|
| Plants | LANDSCAPE RENOVATION Two beds by E. Yale Ave. and Abilene St. Deliver, plant and guarantee (5 gallon and larger) the following plants: > 3 - 5 gallon Dwarf Globe Blue Spruce > 14 - 5 gallon shrubs > 32 - 1 gallon perennials and ornamental grasses NOTE: quantity included is +/- 35% of what is shown on the design | 1 | 3,974.00 | 3,974.00 |
| Roll Top | Edging: > Install 4" - 14 gauge galvanized roll top edging for new bed areas next to the existing lawn areas | 1 | 1,274.00 | 1,274.00 |
| Soil Prep | Soil prep for new plantings and new annual beds (+/- 750 square feet) and sod removal: > Till up the existing grass in the proposed bed areas and haul away clumps > After removal, grade annual beds smooth > Bring in 4.5 yards of Compost and spread over the native soil > Till Compost into the native soil and rake smooth > Amend plant back fill with Compost | 1 | 2,792.00 | 2,792.00 |
| Sprinkler System | Sprinkler system - estimate: > Install new 12" high pop heads with check valves, pressure reducers and rotator nozzles for new landscaping NOTE: a firm price can be submitted after a walk through of the existing system | 1 | 2,500.00 | 2,500.00 |
| Mulch | Bed areas: > Remove and haul away some cobblestone by west Heather Ridge sign, unwanted plants, old edging, etc. > Deliver and set in 2 +/- 750 pound granite or river boulders > Install new weed barrier fabric in new beds > Cover weed barrier in a 'strip/boarder', along the sidewalk by both Heather Ridge signs with 3" of grey granite rock > Cover remaining weed barrier with 3 to 4" of cascade cedar wood mulch > Top dress existing wood mulch in front and around the Heather Ridge signs | 1 | 14,450.00 | 14,450.00 |
| PLEASE NOTE | The following items are not included and may need to be considered | | | 0.00 |
| Thank you for your business! | | | TOTAL | |

SIGNATURE

| | | | |
|--------------|--------------|----------------------------|-----------------------|
| Phone # | Fax # | E-mail | Web Site |
| 720.851.3034 | 720.870.5057 | marc@aperfectlandscape.com | aperfectlandscape.com |



A Perfect Landscape
14051 E Davies Ave. #B
Centennial, CO. 80112

PROPOSAL

| | |
|-----------|--------------|
| DATE | ESTIMATE NO. |
| 9/13/2022 | 8013 |

| |
|---|
| NAME / ADDRESS |
| Heather Gardens 2888 S. Heather Gardens Way Aurora, CO. 80014 |

| ITEM | DESCRIPTION | QTY | COST | TOTAL |
|------------------------------|---|-----|--------------|-------|
| Payment terms | 1. Traffic control, of needed Payment terms: 10% deposit upon acceptance and scheduling 40% due upon start date 40% due upon 75% completion Remainder due upon completion | | 0.00 | 0.00 |
| Notes | > General Homeowner acknowledges that A Perfect Landscape cannot guarantee the date upon which commencement of the work shall begin and that any date given is approximate and only a target date. Homeowner agrees that A Perfect Landscape may use any photos taken of the project for advertising or promotional purposes. Above pricing is based on current scope of work, if project is changed pricing will be adjusted. Pricing is assuming that all items will be completed at the same time. > All permit fees and associated costs will be done on a cost plus basis. > Grading and drainage When A Perfect Landscape is given approval by the Homeowner to start the landscaping, A Perfect Landscape assumes the developer and/or builder has completed a proper grade and drainage on the site and around the foundation of the home. A Perfect Landscape will not take responsibility for any settling or 'sink holes' that may occur due to improper compaction when back filling around the foundation. > Warranty All plant material 5 gallon and larger will have a warranty of one year, new sprinkler systems will have a 1 year warranty on parts and 1 year warranty on labor, all other miscellaneous hardscapes and landscape materials will have a warranty of 1 year. A Perfect Landscape does not warranty sprinkler system defects that are caused due to Homeowner neglect or improper winterization. 5 gallon and larger plant material is guaranteed for a period of 1 year or a 1 time replacement, | | 0.00 | 0.00 |
| Thank you for your business! | | | TOTAL | |

SIGNATURE

| | | | |
|--------------|--------------|----------------------------|-----------------------|
| Phone # | Fax # | E-mail | Web Site |
| 720.851.3034 | 720.870.5057 | marc@aperfectlandscape.com | aperfectlandscape.com |



A Perfect Landscape

A Perfect Landscape
14051 E Davies Ave. #B
Centennial, CO. 80112

PROPOSAL

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| DATE | ESTIMATE NO. |
| 9/13/2022 | 8013 |

| |
|---|
| NAME / ADDRESS |
| Heather Gardens 2888 S. Heather Gardens Way Aurora, CO. 80014 |

| ITEM | DESCRIPTION | QTY | COST | TOTAL |
|------------------------------|--|-----|--------------|-------------|
| | <p>whichever may come first. Plant material is not guaranteed against winter kill, flood, hail, acts of God, owner neglect, vehicular or lawn mower damage, storm damage, theft or animal damage (domestic or wildlife).</p> <p>Notwithstanding the foregoing, unless access by machine is available, which access shall be determined by A Perfect Landscape. Deciduous trees in excess of three inch (3") caliper and evergreen trees in excess of eight feet (8') in height shall at the discretion of A Perfect Landscape be warranted with replacements of smaller trees and credits for any pricing differences.</p> <p>Any and all warranties are void if all payments are not made as required by this agreement.</p> <p>> Utility Policy We will contact the Utility Notification Center of Colorado 3 or more days before we start your project. You are responsible for marking homeowner installed utilities on your property. This includes, but not limited to invisible dog fences, outdoor electrical lines, irrigation pipes, septic lines, propane lines, etc. We do not assume liability for damage to unmarked utilities.</p> <p>> Deposits are not refundable</p> <p>> Insurance coverage A Perfect Landscape carries a \$1,000,000 liability insurance policy and current Worker's Compensation on all employees.</p> | | | |
| Thank you for your business! | | | TOTAL | \$24,990.00 |

SIGNATURE _____

| | | | |
|--------------|--------------|----------------------------|-----------------------|
| Phone # | Fax # | E-mail | Web Site |
| 720.851.3034 | 720.870.5057 | marc@aperfectlandscape.com | aperfectlandscape.com |

Proposal for Extra Work at 2888 S. Heather Gardens way-Redesign Three landscape sections.

| | | | |
|------------------|--|-----------------------|---|
| Property Name | 2888 S. Heather Gardens way-Redesign Three landscape sections. | Contact | Matt Martella |
| Property Address | 2888 S. Heather Gardens Way. Aurora, CO 80014 | To Billing Address | Heather Gardens Association 2888 S. Heather Gardens Way. Aurora, CO 80014 |

Project Name 2888 S. Heather Gardens way-Redesign Three landscape sections.

Project Description Remove turf and install all new plant materials.

Scope of Work

| QTY | UoM/Size | Material/Description | Unit Price | Total |
|--------|-------------|--|------------|-------------|
| 3.00 | EACH | CHOKEBERRY, RED, BLACK AND NATIVE GREEN - 5 gal. Shrub/Perennial Installed | \$54.91 | \$164.74 |
| 8.00 | EACH | BARBERRY, CRIMSON PYGMY AND ROSE GLOW - 5 gal. Shrub/Perennial Installed | \$64.20 | \$513.60 |
| 8.00 | EACH | OREGON GRAPE HOLLY-Mahonia aquifolium - 5 gal. | \$94.96 | \$759.67 |
| 7.00 | EACH | CORALBERRY HANCOCK-Symphoricarpos x Chenaulli - 5gal. | \$35.33 | \$247.33 |
| 9.00 | EACH | BROOM LYDIA-Genista lydia | \$76.97 | \$692.69 |
| 21.00 | EACH | DAYLILY, STELLA D'ORO - 1 gal. Shrub/Perennial Installed | \$26.90 | \$564.97 |
| 7.00 | EACH | LAVENDER MUNSTEAD-Lavandula angustifolia 'Munstead' 1 gal. | \$23.85 | \$166.95 |
| 15.00 | EACH | SPEEDWELL CRYSTAL RIVER-Veronica 'Crystal River' - 1gal. | \$16.34 | \$245.13 |
| 17.00 | EACH | PENSTEMON PINELEAF-Penstemon pinifolius - 1 gal. | \$16.34 | \$277.81 |
| 15.00 | EACH | HYSSOP SONORAN SUNSET-Agastache cana 'Sinning' PP13673 1gal. | \$17.74 | \$266.15 |
| 6.00 | EACH | CHOCOLATE FLOWER-Berlandiera lyrata 1gal. | \$18.90 | \$113.37 |
| 9.00 | EACH | ICEPLANT PURPLE-Delosperma cooperi 1gal. | \$17.05 | \$153.47 |
| 14.00 | EACH | IRIS BEARDED MIX-Iris x germanica 1gal. | \$28.34 | \$396.81 |
| 4.00 | EACH | ROSE RED LEAVED-Rosa glauca 5gal. | \$52.31 | \$209.23 |
| 9.00 | EACH | GRASS BLUE AVENA-Helictotrichon sempervirens 1gal. | \$16.36 | \$147.25 |
| 5.00 | EACH | SPRUCE GLOBE-Picea pungens 'Globosa' | \$201.63 | \$1,008.15 |
| 62.00 | CUBIC YARD | Bulk Cedar - CUBIC YARD Mulch Installed | \$239.85 | \$14,870.53 |
| 3.00 | EACH | JUNIPER, BLUE STAR - 5 gal. Shrub/Perennial Installed | \$85.43 | \$256.29 |
| 4.00 | CUBIC YARD | BioComp Compost - Amendment Installed | \$141.77 | \$567.10 |
| 50.00 | CUBIC YARD | Demolition-Labor and Dump | \$81.91 | \$4,095.61 |
| 140.00 | LINEAR FEET | Galvanized Roll top - Edging Installed | \$6.70 | \$938.18 |

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
12570 E. 39th Ave, Denver, CO 80239 ph. (303) 298-2701 fax (303) 298-2715

**Proposal for Extra Work at
2888 S. Heather Gardens way-Redesign Three landscape sections.**

| | | | | |
|------|------|--|------------|------------|
| 1.00 | WEEK | 1,500LB Skid Steer - Weekly Equipment Rate | \$1,766.78 | \$1,766.78 |
| 1.00 | DAY | Sod Cutter - Daily Rate | \$227.60 | \$227.60 |

For internal use only

SO# 7944311
JOB# 400600000
Service Line 130

Total Price \$28,594.26

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12570 E. 39th Ave, Denver, CO 80239 ph. (303) 288-2701 fax (303) 288-2715

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

| | |
|----------------------|----------------------------------|
| | Roads and Grounds Manager |
| Signature | Title |
| Matt Martella | October 10, 2022 |
| Printed Name | Date |

BrightView Landscape Services, Inc. "Contractor"

| | |
|-----------------------------|---------------------------------|
| | Field Operations Manager |
| Signature | Title |
| Ricardo BaylonRivera | October 10, 2022 |
| Printed Name | Date |

| | | | |
|---------------|------------------|------------------------|--------------------|
| Job #: | 400600000 | | |
| SO #: | 7944311 | Proposed Price: | \$28,594.26 |



Proposal for Extra Work at Adjust the Irrigation on the property signs on Yale st and Abilene st

| | | | |
|------------------|---|-----------------------|---|
| Property Name | Adjust the Irrigation on the property signs on Yale st and Abilene st | Contact | Matt Martella |
| Property Address | 2888 S. Heather Gardens Way. Aurora, CO 80014 | To Billing Address | Heather Gardens Association 2888 S. Heather Gardens Way. Aurora, CO 80014 |

Project Name Adjust the Irrigation on the property signs on Yale st and Abilene st

Project Description Locate the mainline and install two valves on each side, one for the Flowers and other shrubs.

Scope of Work

| QTY | UoM/Size | Material/Description | Unit Price | Total |
|------------------|----------|---|-----------------|-------------------|
| West side | | | Subtotal | \$9,251.73 |
| 2.00 | LUMP SUM | Rainbird Valves (Control Zone Kit Z100PRBCOM) | \$391.89 | \$783.78 |
| 1.00 | LUMP SUM | Irrigation Wire | \$385.45 | \$385.45 |
| 1.00 | TON | Trench rental | \$500.00 | \$500.00 |
| 1.00 | LUMP SUM | Valve Boxes and Extensions (jumbo) | \$634.61 | \$634.61 |
| 1.00 | LUMP SUM | Irrigation Parts and Misc. | \$1,090.91 | \$1,090.91 |
| 1.00 | LUMP SUM | Drip pipe | \$896.18 | \$896.18 |
| 72.00 | HOUR | Labor Tech | \$68.90 | \$4,960.80 |
| East Side | | | Subtotal | \$7,346.84 |
| 2.00 | LUMP SUM | Rainbird Valves (Control Zone Kit Z100PRBCOM) | \$391.89 | \$783.78 |
| 1.00 | LUMP SUM | Add-A-Zone Doubler Device | \$306.59 | \$306.59 |
| 1.00 | LUMP SUM | Valve Boxes and Extensions (jumbo) | \$634.62 | \$634.62 |
| 1.00 | LUMP SUM | Irrigation Parts and Misc. | \$867.27 | \$867.27 |
| 1.00 | LUMP SUM | Drip pipe | \$896.18 | \$896.18 |
| 56.00 | HOUR | Labor Tech | \$68.90 | \$3,858.40 |

For Internal use only

SO# 7947508
JOB# 400600000
Service Line 130

Total Price \$16,598.57

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
12570 E. 39th Ave, Denver, CO 80239 ph. (303) 298-2701 fax (303) 298-2715

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
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13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
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Customer

| | |
|---------------|----------------------------------|
| | Roads and Grounds Manager |
| Signature | Title |
| Matt Martella | October 10, 2022 |
| Printed Name | Date |

BrightView Landscape Services, Inc. "Contractor"

| | |
|--------------------------|------------------------------|
| | Irrigation Manager II |
| Signature | Title |
| Francisco Ocampo Benitez | October 10, 2022 |
| Printed Name | Date |
| Job #: | 40060000 |
| SO #: | 7947508 |
| Proposed Price: | \$16,598.57 |

Yale Entrance Estimate

Heather Gardens Association

| DESCRIPTION | AMOUNT |
|---|--------------|
| Removal of turf/rock and mulch beds | |
| Installation of new irrigation valves/lateral lines/drip system | |
| Installation of Water Wise landscape | |
| Plant Material | \$ 7,000.00 |
| Mulch | \$ 15,000.00 |
| Labor 150 hours @ \$50/hr | \$ 7,500.00 |
| Total | \$ 29,500.00 |

THANK YOU FOR YOUR BUSINESS!