



**HEATHER GARDENS METROPOLITAN DISTRICT
SPECIAL MEETING, SATURDAY, November 4, 2023**

Minutes

The special meeting of the Board of Directors of the Heather Gardens Metropolitan District ("HGMD") was held in the Heather Gardens Clubhouse Boardroom at 2888 S. Heather Gardens Way, Aurora, Colorado 80014 on November 4, 2023 at 10:00 am.

CALL TO ORDER: President Daniel Taylor called the meeting to order on November 4, 2023 at 10:00 am. A quorum was present.

BOARD MEMBERS PRESENT: President Daniel Taylor, Secretary Robin O'Meara, Treasurer Rita Effler and Director Craig Baldwin. Eloise Laubach did not attend.

GUESTS PRESENT: Approximately 5 attended in person and approximately 26 attended via Zoom.

REPORTS: Opening Comments: Daniel Taylor, President HGMD Board

- Increase average dues, \$6.24 per month per unit
- Includes fully funding the restaurant
- Dues 10.4 % - tried to lower the dues the best that we could
- Brought the costs down by going through both budgets line by line

Reviewed Actual, Forecast and 2024 Budget

Clubhouse

- Revenue increased
- Expect 2024 increase by bringing classes back
- Expect to offer more classes
- HGMD knows nothing about wages and benefits or teacher salaries - information not shared - job title and pay rate/scale
- What we do know - 2 full time positions, part-time hours, teachers
- Employees are receiving minimum wage - annual raises given to employees
- Budgeted 3% for all employees - not sure if minimum wage employees are getting this 3% wage
- Labor and Utilities - 79% of the budget
- Have control over just a few "slivers" of the budget

Golf

- Increased revenue and lowered the costs
- Operating costs increasing - 6.2%



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- Budgeting for an assistant manager
- Does not match the head count of 5 full time employees - do not know who these folks are
- Now - 6 part-time people - again, we do not know who does what and how much they make
- Questions to answer: people, salaries, golf/landscaping equipment
- Have control over 21% of the golf budget

Capital Expenditures Plan:

- Need a component list - which are assets - need to update this list so that we know what assets we have and their "life expectancy"

Restaurant:

- Committed to breakfast, lunch and dinner, 7 days a week
- Kitchen equipment - used almost 14 years old!
- Special Events/Offerings
- Sales - calculated by Jerry Counts - current revenue and then the operating hours = \$325 per hour that the restaurant is open, balanced out by the operating expenses
- Wages - approving the money allocated for wages -
- Cormac must go to HR - they tell him what hourly wage to offer
- Cormac can decide what he wants to pay each person and use the lump sum allocation for the staff that he wants to hire
- Budget for full schedule and full menu for the entire year

Restaurant (continued)

- Timing will be phased in appropriately - based upon the resources coming in Restaurant

PUBLIC COMMENT:

Pat Clark, #235

- Looking into "Used Equipment"?
- Questionnaire
- Gave each building the number they have in the apartments a directory form, gave them to an AR
- Music too loud

Bradford C_____, Building #224 - Get him a business plan

- Business Plan?
- Marketing Plan?



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- Not make the revenue - that projection was created by the CFO
- \$325 per hour per operating hours a day

Sharon - Building #220

- Cormac is working hard
- Parking is an issue

ADJOURNMENT: Motion to adjourn by Director Craig Baldwin, seconded by Director Rita effler. The meeting adjourned at 10:55 am.

Approved by the Heather gardens Board of Directors on December 2, 2024.

Robin O'Meara, Secretary
Heather Gardens Metropolitan District
Board of Directors