

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF**

HEATHER RIDGE METROPOLITAN DISTRICT NO. 1

Held April 21, 2022, at 4:00 p.m. held at 13521 E. Iliff Avenue, Aurora, CO and via Conference Call

Director Attendance/
Qualifications A meeting of the Heather Ridge Metropolitan District No. 1 (the “**District**”) was held as shown above and in accordance with the applicable statutes of the State of Colorado. A public audience was in attendance. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

Errol Rowland
Paige Cassara
Charlie Richardson
Van Lewis
Kay Griffiths
Jane Klein

Director Joan Beldock was absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present for the District: Sean Allen, Esq., White, Bear Ankele Tanaka & Waldron, general counsel; Diane Wheeler, Simmons & Wheeler, P.C., District accountant; Audrey Romero, Loren Janulewicz and Bob Knutsen, GCAT; members from general public

Call to Order/Quorum Director Rowland noted a quorum was present and each Director present confirmed they were qualified to serve. Director Rowland referenced the District’s mission statement.

Conflict Disclosure Mr. Allen advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Allen inquired whether members of the Board had any disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. Director Rowland reminded the Board that he is performing District website maintenance and management services for which compensation is paid. All Board members confirmed there are no other conflicts of interest.

Approval of Agenda The Board reviewed the proposed agenda. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

Minutes The minutes from the October 21, 2021, meeting were reviewed. Following discussion, upon motion duly made and seconded, the Board unanimously approved the minutes.

**Community
Reports/Security
Patrol Report**

Director Lewis provided a general update regarding the community reports and the security patrol report.

Financial

Financial
Statements/Payment of
Claims

Ms. Wheeler presented the financial statements dated October 31, 2021, November 30, 2021, and March 31, 2022, and the payment of claims. Following discussion, upon motion duly made and seconded, the Board unanimously approved the financial statements and accepted the payment of claims.

2021 Audit

Ms. Wheeler provided the Board with an update on the 2021 Audit noting that it is currently in progress.

**Golf Course
Operation Report**

General Operations

Ms. Romero and Mr. Janulewicz provided a general update on golf course operations to the Board.

Water
Engineer/Attorney;
Water Supply/Well
Replacement; Cost
Sharing

Mr. Knutsen provided a general update to the Board regarding golf course water and irrigation matters.

**District Asset
Management Report**

Clubhouse Capital
Project/Expenditure &
Agreements Report

None.

2022-2027 Restaurant
Lease Renewal

The Board engaged in general discussion regarding new restaurant lease terms. Following discussion, upon motion duly made and seconded, the Board unanimously approved the 2022-2027 restaurant lease renewal.

Restaurant Operations

The Board engaged in general discussion regarding restaurant operations.


Miscellaneous

2022 Compensation
Rate for Asset
Manager, Website
Management

The Board discussed the 2022 Compensation Rate for the Asset Manager (and Website Management). Following discussion, upon motion duly made and seconded, the Board approved the 2022 rates, with Director Rowland abstaining.

2022 Annual

The Board reviewed the 2022 Annual Administrative Resolution.

Administrative Resolution	Following discussion, upon motion duly made and seconded, the Board unanimously approved the resolution.
May 2022 Director Election; Vacancies/Appointments; Director Office Designations	<p>The Board engaged in general discussion regarding cancellation of May 2022 election, Board vacancies and Director appointments. Following discussion, upon motion duly made and seconded, the Board unanimously appointed James Cronin, Paige Cassara and Kay Griffiths to the Board for appointed terms to May 2023. The Board designated the Directors as follows:</p> <p>President – Errol Rowland Vice President – Van Lewis Treasurer – Charlie Richardson Secretary – James Cronin Assistant Secretary – Kay Griffiths Assistant Secretary – Jane Klein Assistant Secretary – Paige Cassara</p>
Public Comment on Matters Not Noted on the Agenda (limit 3 minutes)	None
Next Regular Meeting/Adjourn	<p>Following discussion, upon motion duly made and seconded, the meeting was adjourned. The next regular meeting is scheduled for October 20, 2022.</p> <p>The foregoing minutes were approved by the Board of Directors on October 20, 2022, and constitute a true and correct copy of the minutes of the above-referenced meeting.</p> <p style="text-align: center;">  charles richardson (Dec 22, 2022 10:30 MST) <hr style="width: 30%; margin: 0 auto;"/> Secretary for the Meeting </p>

**HEATHER RIDGE METROPOLITAN DISTRICT NO. 1
RESOLUTION TO AMEND 2022 BUDGET**

WHEREAS, the Board of Directors of Heather Ridge Metropolitan District No. 1 (the “**District**”) certifies that at a regular meeting of the Board of Directors of the District held October 20, 2022 a public hearing was held regarding the 2022 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2022 as follows:

Enterprise Fund	\$1,072,000
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and;

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2022; and

WHEREAS, funds are available for such expenditure.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2022 as follows:

Enterprise Fund	\$1,300,100
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BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

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ADOPTED OCTOBER 20TH, 2022.

DISTRICT:

HEATHER RIDGE METROPOLITAN DISTRICT NO. 1, a quasi-municipal corporation and political subdivision of the State of Colorado

By: 

Officer of the District

Attest:

By: 

charles richardson (Dec 22, 2022 10:30 MST)

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

STATE OF COLORADO
COUNTY OF ARAPAHOE
HEATHER RIDGE METROPOLITAN DISTRICT NO. 1

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted at a meeting held via Zoom Teleconference and 13521 E. Iliff Avenue, Aurora, Colorado on October 20th, 2022, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 20th day of October, 2022.



charles richardson (Dec 22, 2022 10:30 MST)

RESOLUTION
ADOPTING BUDGET, APPROPRIATING FUNDS AND CERTIFYING MILL LEVIES
FOR THE CALENDAR YEAR 2023

The Board of Directors of Heather Ridge Metropolitan District No. 1 (the “**Board**”), City of Aurora, Arapahoe County, Colorado (the “**District**”), held a regular meeting, via teleconference on October 20, 2022, at the 4:00 PM.

Prior to the meeting, each of the directors was notified of the date, time and place of the budget meeting and the purpose for which it was called and a notice of the meeting was posted or published in accordance with §29-1-106, C.R.S.

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NOTICE AS TO PROPOSED 2023 BUDGET

WHEREAS, the Board has designated its accountant to prepare and submit a proposed budget to the Board in accordance with Colorado law; and

WHEREAS, the proposed budget has been submitted to the Board for its review and consideration; and

WHEREAS, upon due and proper notice, provided in accordance with Colorado law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held and interested electors were given the opportunity to register their protest to the proposed budget prior to the adoption of the budget by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. Adoption of Budget. The budget attached hereto and incorporated herein is approved and adopted as the budget of the District for fiscal year 2023. In the event of recertification of values by the County Assessor's Office after the date of adoption hereof, staff is hereby directed to modify and/or adjust the budget and certification to reflect the recertification without the need for additional Board authorization. Any such modification to the budget or certification as contemplated by this Section 1 shall be deemed ratified by the Board.

Section 2. Levy for General Operating Expenses. For the purpose of meeting all general operating expenses of the District during the 2023 budget year, there is hereby levied a tax of ._____ mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 3. Levy for Debt Service Obligations. For the purposes of meeting all debt service obligations of the District during the 2023 budget year, there is hereby levied a tax of ._____ mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 4. Levy for Contractual Obligation Expenses. For the purposes of meeting all contractual obligations of the District during the 2023 budget year, there is hereby levied a tax of

0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 5. Levy for Capital Project Expenses. For the purposes of meeting all capital project obligations of the District during the 2022 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District.

Section 6. Mill Levy Adjustment. When developing the attached budget, consideration was given to any changes in the method of calculating assessed valuation, including any changes to the assessment ratios, or any constitutionally mandated tax credit, cut or abatement, as authorized in the District's service plan. The Board hereby determines in good faith (such determination to be binding and final), that to the extent possible, the adjustments to the mill levies made to account for changes in Colorado law described in the prior sentence, and the actual tax revenues generated by the mill levies, are neither diminished nor enhanced as a result of those changes.

Section 7. Certification to County Commissioners. The Board directs its legal counsel, manager, accountant or other designee to certify to the Board of County Commissioners of Boulder County, Colorado the mill levies for the District as set forth herein. Such certification shall be in compliance with the requirements of Colorado law.

Section 8. Appropriations. The amounts set forth as expenditures in the budget attached hereto are hereby appropriated.

Section 9. Filing of Budget and Budget Message. The Board hereby directs its legal counsel, manager or other designee to file a certified copy of the adopted budget resolution, the budget and budget message with the Division of Local Government by January 30 of the ensuing year.

Section 10. Budget Certification. The budget shall be certified by a member of the District, or a person appointed by the District, and made a part of the public records of the District.

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ADOPTED THIS OCTOBER 20TH, 2022.

DISTRICT:

HEATHER RIDGE METROPOLITAN DISTRICT NO. 1, a quasi-municipal corporation and political subdivision of the State of Colorado

By:  _____
Officer of the District

Attest:

By:  _____
charles richardson (Dec 22, 2022 10:30 MST)

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

STATE OF COLORADO
COUNTY OF ARAPAHOE
HEATHER RIDGE METROPOLITAN DISTRICT NO. 1

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted by a majority of the Board at a District meeting held via Zoom Teleconference and at 13521 E. Iliff Avenue, Aurora, Colorado on October 20th, 2022, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 20th day of October, 2022.

 _____
charles richardson (Dec 22, 2022 10:30 MST)

EXHIBIT A
BUDGET DOCUMENT
BUDGET MESSAGE

Heather Ridge Metropolitan District No. 1
Proposed Budget
General Fund
For the Year ended December 31, 2023

	Actual 2021	Adopted Budget 2022	Actual 8/31/2022	Estimate 2022	Proposed Budget 2023
Beginning fund balance	\$ 47,573	\$ 75,049	\$ 126,583	\$ 126,583	\$ 115,614
Revenues:					
Property taxes	334,580	338,908	336,566	338,908	329,367
Specific ownership taxes	23,643	24,059	14,275	24,000	23,391
Miscellaneous income	447	3,000	65	100	3,000
Rent income	122,275	135,000	88,000	132,000	132,000
Interest income	-	5,000	1,320	2,500	5,000
Other income	-	9,721	11,625	11,625	9,721
Total revenues	<u>480,945</u>	<u>515,688</u>	<u>451,851</u>	<u>509,133</u>	<u>502,479</u>
Total funds available	<u>528,518</u>	<u>590,737</u>	<u>578,434</u>	<u>635,716</u>	<u>618,093</u>
Expenditures:					
Accounting/Audit	20,825	18,000	10,510	15,924	16,000
Audit	8,500	8,500	-	8,500	8,500
Legal	15,962	15,000	8,504	13,000	13,000
Insurance	11,595	13,000	11,836	11,836	12,000
Community Communications	46,500	47,000	28,472	42,139	44,000
Social Functions	-	3,000	-	-	3,000
Consultant fees/mgmt fees	40,770	22,000	27,024	40,945	47,000
Professional fees	-	-	23,216	23,216	-
Miscellaneous	16	-	-	-	-
Building repairs interior	68,768	30,000	39,780	39,780	20,000
Building repairs exterior	15,488	60,000	465	35,000	50,000
Building repairs roofing	-	-	-	5,000	4,000
Building Utilities/Electric	32,028	35,000	23,387	35,000	37,000
Building- Utilities/Gas	14,461	18,000	15,727	23,900	25,000
Building - Utilities Water/Sewer	28,951	24,000	15,746	24,000	24,000
Building - Utilities Telephone	11,880	12,000	7,268	11,000	12,000
Landscaping	51,566	30,000	29,883	45,300	44,000
Security	12,665	8,000	7,976	12,000	13,000
Meals & entertainment	2,066	4,500	966	1,475	2,000
Computer/Internet	10	2,000	620	1,000	2,000
Dues and Subscriptions	1,598	2,000	915	1,400	2,000
Office Supplies/Expenses	668	1,000	1,287	2,000	2,000
Treasurer fees	5,023	5,084	5,051	5,084	4,941
Training/Education	700	-	-	-	-
Employee relations	1,121	500	-	-	500
Trash	9,619	12,000	6,869	10,500	11,000
Mileage/Travel/Lodging	1,155	800	523	795	1,000
Election	-	50,000	3,386	4,000	50,000
Transfer to other fund	-	156,711	107,308	107,308	156,714
Emergency reserve (3%)	-	12,642	-	-	13,438
Total expenditures	<u>401,935</u>	<u>590,737</u>	<u>376,719</u>	<u>520,102</u>	<u>618,093</u>
Ending fund balance	<u>\$ 126,583</u>	<u>\$ -</u>	<u>\$ 201,715</u>	<u>\$ 115,614</u>	<u>\$ -</u>
Assessed Valuation		<u>\$ 23,372,992</u>			<u>\$ 22,714,973</u>
Mill Levy		<u>14.500</u>			<u>14.500</u>

**Heather Ridge Metropolitan District
Proposed Budget
Enterprise Fund
For the Year ended December 31, 2023**

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Beginning fund balance	\$ 780,796	\$ 813,167	\$ 877,917	\$ 877,917	\$ 1,088,261
Revenues:					
Golf Packages	30,950	20,750	11,740	20,000	20,750
Men's Club Redeemed	(446)	1,000	140	1,000	1,000
Premium Cards Redeemed	(16,868)	(10,000)	(16,291)	(12,860)	(10,000)
Cart Fees	445,016	248,000	337,493	340,000	248,000
Green Fees	1,050,028	732,000	821,517	950,000	732,000
Range ball fees	52,642	47,600	46,450	30,000	47,600
Merchandise	71,933	46,350	59,057	45,000	46,350
Miscellaneous Income	6,447	4,000	6,250	2,000	4,000
Interest income	377	-	5,387	4,380	-
Total revenues	<u>1,640,079</u>	<u>1,089,700</u>	<u>1,271,743</u>	<u>1,379,520</u>	<u>1,089,700</u>
Total funds available	<u>2,420,875</u>	<u>1,902,867</u>	<u>2,149,660</u>	<u>2,257,437</u>	<u>2,177,961</u>
Expenditures:					
Transfer to Capital Catastrophic Fund	200,000	100,000	100,000	100,000	100,000
Golf Course operations	586,511	450,150	370,415	567,348	540,890
Administration Expenses	70,701	34,300	16,068	37,180	34,300
Grounds expense	685,746	487,550	345,597	464,648	729,480
Total expenditures	<u>1,542,958</u>	<u>1,072,000</u>	<u>832,080</u>	<u>1,169,176</u>	<u>1,404,670</u>
Ending fund balance	<u>\$ 877,917</u>	<u>\$ 830,867</u>	<u>\$ 1,317,580</u>	<u>\$ 1,088,261</u>	<u>\$ 773,291</u>

**Heather Ridge Metropolitan District
Proposed Budget
Capital Projects
For the Year ended December 31, 2023**

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Beginning fund balance	\$ 331,270	\$ 36	\$ 96	\$ 96	\$ 96
Revenues:					
Interest income	<u>185</u>	-	-	-	-
Total revenues	<u>185</u>	-	-	-	-
Total funds available	<u>331,455</u>	<u>36</u>	<u>96</u>	<u>96</u>	<u>96</u>
Expenditures:					
Capital improvements	56,955	-	-	-	-
Clubhouse	22,794	-	-	-	-
Golf Equipment	38,478	-	-	-	-
Landscape Improvements	30,650	-	-	-	-
Cart Path Improvements	<u>182,482</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>331,359</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending fund balance	<u>\$ 96</u>	<u>\$ 36</u>	<u>\$ 96</u>	<u>\$ 96</u>	<u>\$ 96</u>

**Heather Ridge Metropolitan District
Proposed Budget
Capital Projects fund Catastrophic
For the Year ended December 31, 2023**

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Beginning fund balance	\$ 200,036	\$ 200,000	\$ 400,132	\$ 400,132	\$ 501,890
Revenues:					
Transfer from General fund	-	156,711	-	-	156,714
Interest income	96		3,412	5,000	
Transfer from Enterprise Fund	<u>200,000</u>	<u>100,000</u>	<u>207,308</u>	<u>207,308</u>	<u>100,000</u>
Total revenues	<u>200,096</u>	<u>256,711</u>	<u>210,720</u>	<u>212,308</u>	<u>256,714</u>
Total funds available	<u>400,132</u>	<u>456,711</u>	<u>610,852</u>	<u>612,440</u>	<u>758,604</u>
Expenditures:					
Wells	-	-	100,550	110,550	-
Miscellaneous	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>	<u>100,550</u>	<u>110,550</u>	<u>-</u>
Ending fund balance	<u>\$ 400,132</u>	<u>\$ 456,711</u>	<u>\$ 510,302</u>	<u>\$ 501,890</u>	<u>\$ 758,604</u>

**Heather Ridge Metropolitan District
Proposed Budget
Debt Service fund
For the Year ended December 31, 2023**

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Beginning fund balance	\$ 327,254	\$ 443,457	\$ 388,871	\$ 388,871	\$ 434,774
Revenues:					
Property taxes	438,416	420,714	417,806	420,714	408,870
Specific ownership taxes	29,631	29,441	17,721	30,000	28,612
Other income					
Interest income	<u>402</u>	<u>1,500</u>	<u>980</u>	<u>1,000</u>	<u>1,500</u>
Total revenues	<u>468,449</u>	<u>451,655</u>	<u>436,507</u>	<u>451,714</u>	<u>438,982</u>
Total funds available	<u>795,703</u>	<u>895,112</u>	<u>825,378</u>	<u>840,585</u>	<u>873,756</u>
Expenditures:					
2016 bond principal	215,000	225,000	-	225,000	235,000
2016 bond interest	184,650	173,900	86,950	173,900	162,650
Trustee fees	600	5,000	600	600	5,000
Treasurer fees	6,582	6,311	6,270	6,311	6,133
Contingency	<u>-</u>	<u>5,007</u>	<u>-</u>	<u>-</u>	<u>5,007</u>
Total expenditures	<u>406,832</u>	<u>415,218</u>	<u>93,820</u>	<u>405,811</u>	<u>413,790</u>
Ending fund balance	<u>\$ 388,871</u>	<u>\$ 479,894</u>	<u>\$ 731,558</u>	<u>\$ 434,774</u>	<u>\$ 459,966</u>
Assessed Valuation		<u>\$ 23,372,992</u>			<u>\$ 22,714,973</u>
Mill Levy		<u>18.000</u>			<u>18.000</u>
Total Mill levy		<u>32.500</u>			<u>32.500</u>
Required Reserve		<u>\$ 50,000</u>			<u>\$ 50,000</u>

Heather Ridge Metropolitan District No. 1
Proposed Budget
Enterprise Fund Expenditure Details
For the Year ended December 31, 2023

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Golf Course operations					
Merchandise	\$ 50,589	\$ 32,000	\$ 21,916	\$ 42,000	\$ 40,000
District Consultants	2,550	-	-	-	-
Tournament Expense	-	1,500	-	-	800
Wages and benefits	219,422	200,000	159,023	245,000	255,000
Advertising	-	2,000	-	-	1,000
Credit Card Fees	32,926	23,000	24,681	38,500	30,000
Meals and entertainment	185	750	381	500	750
Club rental expense	2,222	1,000	968	1,000	1,000
Computer and internet expense:	-	-	-	-	3,000
Driving range supplies	6,755	8,000	12,477	15,000	7,000
Dues and subscriptions	150	300	150	150	300
Employee relations	439	1,100	691	1,000	1,100
GHIN expense	900	1,200	625	700	1,200
Golf Cart Lease	80,128	83,000	55,219	80,000	85,340
Golf Lessons	-	700	-	-	-
Golf Cart Repairs	14,612	5,000	4,381	12,000	7,500
Janitorial expense	12,455	4,000	8,078	16,000	15,000
License/Pemits/Fees	122	500	-	-	500
Insurance	6,570	8,000	7,726	7,726	8,000
Office Supplies/Expenses	6,163	2,500	1,526	2,000	2,500
Operating Supplies	7,760	9,000	4,272	7,000	9,000
Postage and Delivery	101	100	29	120	100
Printing Stationary	280	-	640	1,000	-
Repairs/Maintenance	9,529	7,000	5,554	6,000	5,000
Trash removal	25	-	-	1,652	-
Utilities - alarm	-	-	1,627	-	-
Utilities - electric	19,779	19,750	13,720	20,700	20,000
Utilities - gas	7,446	5,900	6,129	8,500	8,500
Utilities - water	7,235	6,600	3,936	8,000	8,000
Utilities - telephone	8,029	4,200	5,434	8,200	8,000
Golf Operations	63,871	-	16,906	23,000	-
Security	5,632	8,750	6,326	8,200	8,000
District management	12,000	13,200	8,000	13,200	13,200
Travel/mileage/lodging	1,453	1,000	-	200	1,000
Miscellaneous expense	245	100	-	-	100
Building Maintenance	<u>6,938</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Total Golf Course Operations	 <u>\$ 586,511</u>	 <u>\$ 450,150</u>	 <u>\$ 370,415</u>	 <u>\$ 567,348</u>	 <u>\$ 540,890</u>

Heather Ridge Metropolitan District No. 1
Proposed Budget
Enterprise Fund Expenditure Details
For the Year ended December 31, 2023

	Actual <u>2021</u>	Adopted Budget <u>2022</u>	Actual <u>8/31/2022</u>	Estimate <u>2022</u>	Proposed Budget <u>2023</u>
Administration Expenses					
Accounting	\$ 10,699	\$ 10,500	\$ 5,326	\$ 10,500	\$ 10,500
Legal	1,556	7,500	-	7,500	7,500
Wages and Benefits	53,605	15,600	10,501	15,600	15,600
Security	4,500	-	-	2,880	-
Miscellaneous	<u>341</u>	<u>700</u>	<u>241</u>	<u>700</u>	<u>700</u>
		-	-	-	-
Total Administrative expenses	<u>\$ 70,701</u>	<u>\$ 34,300</u>	<u>\$ 16,068</u>	<u>\$ 37,180</u>	<u>\$ 34,300</u>
Grounds					
Wages and benefits	\$ 328,231	\$ 300,000	\$ 213,982	\$ 300,000	\$ 350,000
Fuel Charges	11,825	13,000	11,240	13,000	16,000
Dues and subscriptions	790	1,200	620	1,200	1,200
Employee relations	-	200	-	200	200
Advertising	45	150	75	150	150
Utility - electric	67,345	58,000	47,626	58,000	85,000
Utility - gas	1,463	1,200	1,007	1,200	1,600
Utility - water/sewer	4,024	2,000	792	2,000	1,600
Utility - telephone	2,318	2,900	1,468	2,900	2,400
Trash removal	8,748	6,700	5,505	6,700	4,400
Operating/Shop supplies	-	600	406	600	600
Chemicals	3,296	5,000	717	2,000	2,500
Equipment repairs/maintenance	16,755	14,500	10,604	14,500	18,000
Equipment rental	364	500	-	-	500
Fertilizer	5,960	10,000	6,154	10,000	10,000
Golf course supplies	-	3,000	5,761	5,761	5,000
Ground improvements	6,094	1,000	-	-	-
Cart Paths, Sand traps, Trees	55,619	12,000	9,610	12,000	125,000
Seed and sod	-	2,000	1,566	2,000	2,000
Wells/Ponds	119,345	-	11,250	11,250	15,000
Licenses/Permits/Fees	500	100	230	230	130
Irrigation repairs	3,016	5,000	4,586	5,000	6,000
Amenities	360	1,000	1,510	2,000	1,000
Sand, soil, gravel	2,880	4,500	1,766	3,000	4,500
Sanitation rental	1,875	6,000	6,225	6,225	6,000
Professional fees	-	3,000	-	-	3,000
Repairs/Maint/Shop	38,792	2,000	1,190	2,000	35,000
Security	1,013	1,000	718	1,000	1,200
Small tools and equipment	3,547	30,000	177	500	30,000
Tires/batteries	179	-	-	-	-
Training/Education	325	500	80	500	500
Travel/Milage	<u>1,037</u>	<u>500</u>	<u>732</u>	<u>732</u>	<u>1,000</u>
Total Grounds expense	<u>\$ 685,746</u>	<u>\$ 487,550</u>	<u>\$ 345,597</u>	<u>\$ 464,648</u>	<u>\$ 729,480</u>

**RESOLUTION OF BOARD OF DIRECTORS
CALLING ELECTION**

HEATHER RIDGE METROPOLITAN DISTRICT NO. 1

§§ 32-1-804, 1-1-111(2), 1-13.5-1103(1), and 1-13.5-513(1), C.R.S.

At a meeting of the Board of Directors (the “**Board**”) of the Heather Ridge Metropolitan District No. 1 (the “**District**”), it was moved to adopt the following Resolution:

WHEREAS, the District was organized as a special district pursuant to §§ 32-1-101, *et seq.*, C.R.S. (the “**Special District Act**”); and

WHEREAS, the District is located entirely within Arapahoe County, Colorado (the “**County**”); and

WHEREAS, pursuant to § 32-1-804, C.R.S., the Board governs the conduct of regular and special elections for the District; and

WHEREAS, the Board anticipates holding a regular election on May 2, 2023, for the purpose of electing directors and submitting ballot issues (the “**Election**”); and

WHEREAS, the Election shall be conducted pursuant to the Special District Act, the Colorado Local Government Election Code and the Uniform Election Code of 1992, to the extent not in conflict with the Colorado Local Government Election Code, including any amendments thereto, and shall also comply with Article X, § 20 of the Colorado Constitution (“**TABOR**”), as necessary; and

WHEREAS, pursuant to § 1-1-111(2), C.R.S., the Board is authorized to designate an election official (the “**Designated Election Official**”) to exercise authority of the Board in conducting the Election; and

WHEREAS, pursuant to § 1-13.5-513(1), C.R.S., the Board can authorize the Designated Election Official to cancel the Election upon certain conditions.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

1. The Board hereby calls the Election for the purpose of electing directors and presenting certain ballot issues and/or questions to the electorate. The Election shall be conducted as an independent mail ballot election in accordance with §§ 1-13.5-1101, *et seq.*, C.R.S.

2. The Board names Ashley B. Frisbie as the Designated Election Official for the Election. The Designated Election Official shall act as the primary contact with the County.

3. Without limiting the foregoing, the following specific determinations also are made:
 - a. The Board hereby directs general counsel to the District to approve the final form of the ballot to be submitted to the eligible electors of the District and authorizes the Designated Election Official to certify those questions and take any required action therewith.
 - b. The Board hereby directs general counsel to the District to oversee the general conduct of the Election and authorizes the Designated Election Official to take all action necessary for the proper conduct thereof and to exercise the authority of the Board in conducting the Election, including, but not limited to, causing the call for nominations; appointment, training and setting compensation of election judges and a board of canvassers, as necessary; all required notices of election, including notices required pursuant to TABOR; printing of ballots; supervision of the counting of ballots and certification of election results; and all other appropriate actions.
4. The District shall be responsible for the payment of any and all costs associated with the conduct of the Election, including its cancellation, if permitted.
5. The Board hereby ratifies any and all actions taken to date by general counsel and the Designated Election Official in connection with the Election.
6. The Board hereby authorizes and directs the Designated Election Official to cancel the Election and to declare the candidates elected if, at the close of business on the sixty-third day before the Election, or at any time thereafter, there are not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates, and so long as the only ballot questions are for the election of candidates. The Board further authorizes and directs the Designated Election Official to publish and post notice of the cancellation as necessary and file such notice and cancellation resolutions with the County Clerk and Recorder and with the Division of Local Government, as required. The Designated Election Official shall also notify the candidates that the Election was canceled and that they were elected by acclamation.
7. This Resolution shall remain in full force and effect until repealed or superseded by subsequent official action of the Board.

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ADOPTED THIS 20th DAY OF OCTOBER, 2022.

HEATHER RIDGE METROPOLITAN DISTRICT
NO. 1



Officer of the District

ATTEST:



charles richardson (Dec 22, 2022 10:30 MST)

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

Signature Page to Resolution Calling Election