



Recreation District (HGRD) Administration Office Contacts

HGRD General Manager

J.B. Belknap

hgrdgm@hgrdnfm.com

Responsibilities:

- Overall Management of the Recreation District Facilities & Its Employees
- Supervise Bond Projects



Assistant General Manager

Karon Bennett

assistantgm@hgrdnfm.com

Responsibilities:

- Assist the GM & Board
- Website & Mobile App: heronsglenc.com
- Fitness Center Access



Financial Controller Lynn Brew

controller@hgrdnfm.com

Responsibilities:

- Monitor HGRD Finances
- Financial Reports & Analysis
- Monthly & Annual Budgets and Audits



Assistant Controller

Sherry Young

asstcontroller@hgrdnfm.com

Responsibilities:

- Payroll & Human Resources
- Accounting Services for the Fairways, Meadows & Solana Homeowner Associations



Accounts Receivable & Accounts Payable Coordinator

Carol Bratten

carolbratten@hgrdnfm.com

Responsibilities:

- Coordinate Billing for Residents & Golf Members



Activities & Events Coordinator/Office Manager

Wendy Shea

wendyshea@hgrdnfm.com

Responsibilities:

- Scheduling of all Rooms & Events
- Concert Series
- Weekly Email Newsletter



Administrative Assistants

reception@hgrdnfm.com

Responsibilities:

- Engage with Residents, Guests, and Staff.
- Answer Questions by Email, In-person, or through Phone Calls.
- Provide New Resident Orientations.
- Share Event Information with Residents.
- Sell Tickets for Upcoming Events.



Carol Teegarden



Jackie Totaro