FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

January 24, 2017

The regular meeting of Foothills Park & Recreation District was held at Peak Community & Wellness Center, 6612 South Ward Street, Littleton, Colorado 80127.

I. CALL TO ORDER: Director James called the regular meeting to order at 6pm.

II. PLEDGE OF ALLEGIANCE: Director James led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.

III. ROLL CALL: Director Bosanko: Present
      Director Farrar: Present
      Director Esolen: Present
      Director Meyer: Present via conference call for Executive Session
      Director James: Present

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Colin Insley, Director of Parks, Planning and Construction; Derek Eberhardt, Director of Operations; Barb Butler, Director of Recreation Programs; Tom Woodard, Director of Golf; Dennis Weiner, Director of Administrative Services; Richelle Riley, Recording Secretary; other Foothills staff and members of the public.

Potential conflicts of interest were disclosed pursuant to Colorado Revised Statutes 18-8-308(2), 24-18-109(3)(a), 24-18-110, and 32-1-902(3).

IV. APPROVAL OF AGENDA:

      MOTION: Director Bosanko moved that the Foothills Board of Directors approve the January 24, 2017 agenda as submitted. Director Esolen seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director James, aye. The motion was approved.

V. APPROVAL OF DECEMBER 13, 2016 MINUTES:
      APPROVAL OF JANUARY 19, 2016 SPECIAL MEETING MINUTES:
      APPROVAL OF JANUARY 10, 2017 SPECIAL MEETING MINUTES:

      MOTION: Director Farrar moved that the Foothills Board of Directors approve the minutes of the December 13, 2016 board meeting; January 19, 2016 special meeting; January 10, 2017 special meeting as submitted. Director Bosanko seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director James, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

   A. Staff Introduction – Children’s Programs

      Amber Stowe introduced Michael Peppel, who was promoted to School Age Specialist. Michael has been running the Before & After School program at Dutch Creek and Summer All Star Sports Camp at Foothills Sports Arena.

VII. OLD BUSINESS:

VIII. NEW BUSINESS:

IX. EXECUTIVE DIRECTOR’S REPORT:

      Adding to the report provided, Ronald Hopp indicated the Intergovernmental Agreement with TrailMark is now active. The Planning Commission will be hearing testimony related to de-zoning of the Columbine and Wadsworth parcel on February 22nd; the Board of County Commissioners will listen to that on March 14th.
Mr. Hopp mentioned the Foothills Foundation had a poor financial event with Summerset Festival last fall which has caused them to reevaluate things. As a result of that, Mr. Hopp suggested staff can provide them names of people who potentially could be foundation board members. In addition, the Foothills Foundation has chosen to no longer do a golf tournament. Mr. Hopp suggested the District could run the foundation event for them.

Regarding the Clement Park project, Mr. Hopp elaborated on a meeting that he, Terry Green, Colin Insley, Sean Kitners, and Tim Sanchez had with Grant Water & Sanitation, Southwest Water, and Platte Canyon Water & Sanitation. Mr. Hopp explained it was discovered that Grant Water & Sanitation has a relationship with Southwest Water and Platte Canyon Water & Sanitation for the use of their sewer lines, and the financial impact that will have on the project. Mr. Hopp discussed how the cost could be mitigated somewhat and recognized it will still be more expensive than staff initially thought. Mr. Hopp indicated $400,000 in capital dollars have been held back to cover this as well as any other unexpected expenses. He said there is $150,000 of contingency that hasn’t been dipped into as of yet. Sean Kitners talked about a potential discount from Denver Water through a program that they are running.

Mr. Hopp updated that the BMX agreement was executed with the change related to sound. Mr. Hopp elaborated on the meeting he had with Sheila MacDonald and Lori Weigel regarding potential mill levy election messaging.

X. DISCUSSION ITEMS:

A. Finance Update

Dennis Weiner provided year-to-date operating revenues and expenditures as well as non-operating revenues and expenditures through December 31, 2016 as compared to budget, and highlighted items according to the report provided. He concluded the year finished better than planned.

B. Year-End Departmental Quarterly Reports

Administrative Services

For the fourth quarter 2016, Mr. Weiner outlined the financial performance for Administrative Services. He provided highlights for the Finance Department, Human Resources, and Information Technology as detailed in the report.

Leisure Services

For the fourth quarter 2016, Barb Butler outlined the financial performance for Leisure Services overall. She provided highlights for Recreation Programs including Arts and Special Events, Children’s Programs, District Athletics, Fitness and Wellness as detailed in the report. Derek Eberhardt provided highlights for Facility Operations including Aquatics, Edge Ice Arena, Facility Maintenance, and Facility Operations which include recreation facilities and babysitting, as detailed in the report.

Golf

For the fourth quarter 2016, Tom Woodard outlined the financial performance for the Golf department. He provided highlights for Foothills and Meadows golf courses, as well as summarized the Golf Development and Improvement Fund as detailed in the report.

Parks, Planning and Construction

For the fourth quarter 2016, Colin Insley outlined the financial performance for Parks, Planning and Construction. He provided highlights for Parks Administration and Planning, Fleet Services, Urban Parks, Kipling Villas, Regional Parks, and Clement Park as detailed in the report.

Marketing and Community Outreach

Mr. Hopp indicated there was nothing to add to the Marketing and Community Outreach report provided. He asked if the Board liked the format of the quarterly reports; thoughts were expressed and it was determined to continue with them as presented.
C. Board Policy Manual Update

Mr. Hopp indicated that over the course of August 11, 2009 to July 13, 2010, staff and the Board went through all of the policies in the Board Policy Manual. Now, being six to seven years ago, staff thought it would be time to refresh it. A process to systematically update the manual was described by Mr. Hopp. Director Esolen proposed a policy relating to park credits.

D. Clement Park Dedication Discussion

According to the memo provided, Mr. Hopp discussed history of Clement Park. Jefferson County leased the park for Foothills to operate in February, 1988. It was a 25 year agreement with three 25 year renewable options. In absence of a long term lease, it goes month to month. Mr. Hopp discussed the Open Space policy for deeding related to special districts. He indicated he has been talking with them for several years now about whether it makes sense to do a long term lease or a potential deed. Mr. Hopp outlined reasons that a dedication would make some sense, and talked about what the process would be. There was discussion and questions were answered. The Board was in support and Mr. Hopp said staff can bring a resolution for the Board’s consideration at the February meeting.

E. Gallagher Amendment

According to the memo provided, Mr. Hopp described the Gallagher Amendment, a constitutional amendment passed by the voters in 1982. He explained that it potentially has a negative effect on our ability to capture property taxes in the future. Referring to additional information and spreadsheet included in the packet, Mr. Hopp summarized that when the voters passed the amendment, the desire was to have a balance of 55% of property taxes collected come from business sources and 45% come from residential sources. As residential values go up and down and business values go up and go down, the ratio can change, Mr. Hopp explained. Starting in 1983 to 1986, the assessed value for residences was 21%; it has been 7.96% since 2003. He talked about this amendment in relation to TABOR; the only way to raise taxes is through a vote of the people, yet this amendment allows it to be ratcheted down. He reiterated the only way, because of the Gallagher Amendment, if the ratio gets out of whack, the assessment value on residential property is lowered. Mr. Hopp outlined the attached spreadsheet pointing out that it is projected to go down next year from 7.96% to 6.56%, and discussed how it could impact the District. There was discussion and questions answered. Mr. Hopp clarified it won’t impact the 2017 budget.

XI. EXECUTIVE SESSION

A. Personnel Matters per 24-6-402(4)(f), C.R.S.

**MOTION:** Director James moved that the Foothills Board of Directors move into Executive Session to discuss Personnel Matters pursuant to Colorado Revised Statute 24-6-402(4)(f). Director Farrar seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director James, aye. The motion was approved.

The regular meeting adjourned at 8:15pm. Executive Session started at 8:20pm and ended at 9:26pm. The regular meeting reconvened at 9:26pm.

XII. ADJOURNMENT:

The regular meeting was adjourned at 9:27pm. The next regular board meeting will be held at 6pm on Tuesday, February 28, 2017, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary