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

I. CALL TO ORDER: Director Bradley called the regular meeting to order at 6:05pm.

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

III. ROLL CALL:  
- Director Bielkiewicz: Present via conference phone
- Director Bosanko: Present
- Director James: Present
- Director Sutton: Present
- Director Bradley: Present

ALSO IN ATTENDANCE: Ronald Hopp, Executive Director; Paul Rufien, District Counsel; Dennis Weiner, Director of Administrative Services; Colin Insley, Director of Parks Planning and Construction; Barb Butler, Manager of Recreation Programs; Derek Eberhardt, Manager of Recreation Facilities; Tom Woodard, Director of Golf; 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:

Director Bradley indicated there is an addition to the agenda that involves Roxborough Metro District IGA, item ‘B’ under New Business.

MOTION: Director Bosanko moved that the Foothills Board of Directors add New Business, Item ‘B’ for Roxborough Metro District IGA to the March 8, 2016 agenda. Director Bradley seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Bosanko, aye; Director James, aye; Director Sutton, aye; Director Bradley, aye. The motion was approved.

MOTION: Director James moved that the Foothills Board of Directors approve the March 8, 2016 agenda as amended. Director Sutton seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Bosanko, aye; Director James, aye; Director Sutton, aye; Director Bradley, aye. The motion was approved.

V. APPROVAL OF FEBRUARY 23, 2016 MINUTES:

MOTION: Director Sutton moved that the Foothills Board of Directors approve the minutes of the February 23, 2016 board meeting as submitted. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Bosanko, abstain; Director James, aye; Director Sutton, aye; Director Bradley, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

VII. OLD BUSINESS:

VIII. NEW BUSINESS:

A. Clement Park Design Contract

Referring to the proposal in the packet, Colin Insley said staff met with EV Studios, who did the initial feasibility study on the core building at Clement Park, and Kelly Savage who was previously with Stanley Consultants and is now with Robert Peccia & Associates Inc. Mr. Insley recognized the District was very fortunate to receive the $3 million matching grant from Jefferson County Open Space. He reported the GOCO grant is in final review; staff will find out shortly after March 17th if that grant will be awarded for $350,000.
Mr. Insley pointed out an aerial map showing project areas in Clement Park. The most critical is the core building/concessions/restrooms; redoing the plaza area and children’s fountain and renovating a restroom in Phase I and a second restroom in Phase II. Mr. Insley summarized the estimated budgets for the projects. He indicated staff have reviewed the proposal with both consultant groups, and wanted to present it for the Board’s review. Mr. Insley proposed staff would like to have the initial design wrapped up around June so bidding can take place late summer or early fall, and possibly start as early as November so work can be done by spring of the following year.

**MOTION:** Director Sutton moved that the Foothills Board of Directors authorize staff to proceed with the EV Studio design services proposal in the amount not to exceed $211,802 for the purpose of design development, construction documents, bid services and administrative construction services for the Clement Park core building, plaza, water feature, Phase I and Phase II restroom restoration, and additional funds to be determined for survey services if required. We further authorize the Executive Director to execute the contract upon completion of negotiating, subject to legal counsel and staff review. Director Bosanko seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Bosanko, aye; Director James, aye; Director Sutton, aye; Director Bradley, aye. The motion was approved.

**B. Roxborough Metro District IGA**

Ronald Hopp indicated the District currently has three facility-use IGAs; one with Ken-Caryl for the utilization of Ridge Recreation Center, one with Vintage Reserve and one with Bowles Metro District for all facilities and all programs. With the Roxborough IGA relationship, the District will provide facility utilization and program utilization throughout the District for resident rates, and Roxborough will be charged the differential between the resident rate and non-resident rate. The one exception with Roxborough is that they have a desire to do a cap of $15,000 and if necessary, would authorize additional amounts in $5,000 increments. This IGA relationship will be the same as Vintage Reserve and Bowles Metro District, other than the cap on reimbursing expenditures. Mr. Hopp recognized the IGA is the same availability to them as it is without the IGA; it is just a different mechanism for collecting those funds.

**MOTION:** Director James moved that the Foothills Board of Directors authorize the Executive Director to execute an Intergovernmental Agreement with the Roxborough Metropolitan District as discussed subject to final negotiations and approval from District Staff and Legal Counsel. Director Bradley seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Bosanko, aye; Director James, aye; Director Sutton, aye; Director Bradley, aye. The motion was approved.

**IX. EXECUTIVE DIRECTOR’S REPORT:**

Referring to the report provided, Mr. Hopp indicated staff have met and discussed a refrain from smoking campaign. He said that today, he had a conversation with the Jefferson County Health Department about possibly assisting the District and hoping some funding might be available with developing a no smoking organizational policy. Several staff members met with the design group regarding Clement Park to discuss details related to some of the Clement Park projects. Mr. Hopp met with County staff and the developer of the Silver Leaf Development on the southwest corner of Kipling and Coal Mine and discussed their easement, park credits, etc. Mr. Hopp said he met with Children’s Programs and talked about the District’s Commitments to Excellence and developed bullet points related to strategic planning as it applies directly to children’s programming. Mr. Hopp pointed out an article in the Columbine Courier related to the plaques which should infer the full verse would be on the plaques, which isn’t the case; a correction will run in next week’s paper. Mr. Hopp explained that the Foothills magazine has been mailed to homes before being displayed in the facilities.

In answer to Director Sutton, Mr. Hopp discussed the land and trail owned by Jefferson County Open Space which is adjacent to a drainage area called Coon Creek west of Governor’s Grant Park that is in disrepair. Mr. Hopp said the question was asked if the District would consider taking on that property if the County would improve the trail. Mr. Hopp explained the District’s end desire would be to maintain the trail, but there may be liability issues related to taking over dedication of the overall property.
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Director Bielkiewicz mentioned the Foothills Theatre Company had a very successful opening weekend of Around the World in 80 Days, and thanked Ridge staff for making that facility available to them, sometimes beyond closing time.

Regarding utilization of Next Door, Director James extended accolades to Kate Dragoo for dealing with notifications 24/7 with all of the District’s social media accounts, and acknowledged Next Door is another opportunity to allow the District to communicate for future mill levies. Director James thanked Colin Insley and Gary Ramos for placing a sanitarium near Dante Bichette field. Director James thanked staff at Lilley Gulch for hosting a mom and son sports night for Ute Meadows as a PTA fundraiser.

Regarding a refrain from smoking campaign, Director Bradley expressed this is another board initiated project which he feels is another example of this board being proactive.

X. DISCUSSION ITEMS:

A. District Showcase – Foothills Theatre Company

Mr. Hopp prefaced there are a plethora of things the District does and, on occasion, various areas of the District would like to come to a board meeting and showcase what they do. Mr. Hopp opened the floor for Regina Smith to talk about the Foothills Theatre Company.

Ms. Smith indicated one of the things that she does in Performing Arts is the Theatre Company. Using Power Point to share photos, Ms. Smith explained that in 2013 the decision was made to move forward with an adult theatre company at Foothills such as a community theatre. The first play, produced in November of 2013, was Trifles & Other Plays. Ms. Smith talked about the challenges, funding, casting, etc., and talked about the subsequent productions that have followed, including the Shakespeare in Clement Park series that started in 2014. Ms. Smith said the program utilized talents in the community such as set designer and costume designer, and is pulling in actors who are retired and actors who were on hiatus and wanted to jump back into theatre who have now become successful and able to move on from Foothills. Ms. Smith expressed that with the success of this Theatre Company, staff have been able to start a youth theatre program that will have a musical this summer at Ute Meadows. She acknowledged it couldn’t be done without all of the volunteers, and elaborated. Ms. Smith thanked the Board and Management Team for their support. Director Bradley expressed the Board looks forward to future endeavors of the Foothills Theatre Company.

B. 2016 Capital Update

Detailing the 2016 Planned Capital Equipment and Improvements memo and spreadsheet included in the packet, Mr. Hopp outlined budget details and the projects staff have decided to move forward with for 2016.

Mr. Hopp indicated some SB-35 funds were received from the development that is going in at the intersection of Alkire and Belleview; not as much as hoped because another developer sold park credits to them to fulfill their obligation. Staff would like to expend some of those funds in the general proximity of that area. The closest park to that development is Belleview Acres Park, about three or four blocks east, and it has a playground that needs to be addressed. Mr. Hopp said the process would be to request the SB-35 funds from the County that have been earmarked, and there would have to be a resolution passed by the Board to ask for those funds. Some other near-by playgrounds were discussed, as well as possible other SB-35 funds. The Board was in favor of moving forward with a playground project at Belleview Acres Park with a portion of those funds.

Mr. Hopp said he and staff and Director Bradley, because it is his neighborhood, had a meeting with representatives from the Columbine Knolls South Estates HOA. They had invited staff to come and talk about the playground in West Laurel Park that was built in 1996 or 1997, and opportunities to improve the park and its accessibility. The HOA offered to contribute funds towards that improvement. Mr. Hopp talked about accessibility upgrades and recommended that staff figure out a way to do the whole playground, as well as address accessibility. He emphasized it would not be 100 percent of the District’s dime because the HOA is willing to provide some funding towards that improvement. Mr. Hopp acknowledged that playground wasn’t considered as part of the overall 2016 capital; however, staff are anticipating savings in budgeted election costs related to not having a mill levy election and
not having an election in two of the three Wards. He pointed out if those funds had not been budgeted in election costs, they would have been budgeted in capital. Mr. Hopp suggested those funds be added to capital and because there is an entity that is willing to bring money to the table, those funds can be matched so the playground can be completed. He proposed the LDS church could consider it as a project and playground build. Mr. Hopp suggested earmarking the savings from the elections and leveraging the funds from the Columbine Knolls South Estates HOA and get the playground done. The Board was in support of moving forward with the project.

C. 2016 Board Election Update

Mr. Hopp discussed that in May this year there will be three board member seats up for election for four-year terms in Wards 1, 2, and 5. A Call for Nominations was published in the February 10, 2016 edition of the Columbine Courier. The deadline to receive Self-Nomination and Acceptance forms was February 26, 2016. One was received for Ward 1, four for Ward 2, and two for Ward 5. Ward 1 was canceled due to only one candidate. After the attached memo was included in the board packet, Nicole Zaragoza withdrew her candidacy for Ward 5; so the Ward 5 election has since been canceled.

William Meyer is unopposed and elected for Ward 1; Lori Bosanko is unopposed and elected for Ward 5. In order of the lot drawing, the four candidates in Ward 2 are Chris Crippen, Michael J. Bielkiewicz, Scott Kennerly, and Peggy Louise Farrar. Ballots will be mailed to registered voters in Ward 2 April 11 through April 18. There will be a drop off box at Peak Community & Wellness Center. Election Day is May 3, 2016.

Candidate information forms have been submitted. They will be put on the website and they will also be given to the Columbine Courier.

XI. ADJOURNMENT:

The regular meeting was adjourned at 7:35pm. The next regular board meeting will be held at 6pm on Tuesday, April 26, 2016, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary