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

I. CALL TO ORDER: Director Bradley called the regular meeting to order at 6:02pm.

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

Director Bradley welcomed new director, Lori Bosanko. He expressed thanks to staff and friends for their condolences, letters, flowers and good deeds that many people indicated that they did, and expressed thanks from his family as well.

III. ROLL CALL: Director Bielkiewicz: Present
   Director Bosanko: Present
   Director James: Present
   Director Sutton: Present
   Director Bradley: Present

ALSO IN ATTENDANCE: Ronald Hopp, Executive Director; Paul Rufien, District Counsel; Patricia Parkin, Director of Administrative Services; Colin Insley, Director of Parks Planning and Construction; Tom Woodard, Director of Golf; Derek Eberhardt, Manager of Recreation Facilities; Barb Butler, Manager of Recreation Programs; 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 Sutton moved that the Foothills Board of Directors approve the June 23, 2015 agenda as submitted. Director Bielkiewicz 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 MAY 26, 2015 MINUTES;
   APPROVAL OF JUNE 2, 2015 SPECIAL MEETING MINUTES:

   MOTION: Director Sutton moved that the Foothills Board of Directors approve the minutes of the May 26, 2015 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.

   MOTION: Director Sutton moved that the Foothills Board of Directors approve the minutes of the June 2, 2015 special 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:

   Carol Willhoit, district resident, expressed concerns about the design of the speed bumps at Meadows golf course; would like to see them removed or something done with them. Ronald Hopp talked about processes with the contractor concerning the speed bump standards and installation. The Board discussed and Director Bradley recognized the Board’s agreement that there should be some type of slowing mechanism there. Staff can revisit and come up with a modification for the speed bumps.

   A. Children’s Programs Intern and Staff Introductions
Amber Stowe introduced Taryn Ketter who has accepted a Site Director position with School Age programs. Taryn is currently managing the Kids on the Move Camp at Ute Meadows Elementary School.

Courtney Russell, Site Director with School Age Programs, was introduced. Courtney is currently working at the Lilley Gulch Camp Hoppers programs for the summer, and will be managing the Before and After School program at Peiffer Elementary School in the school year.

Ms. Stowe introduced summer intern, Phillip Dockweiler. Phillip is spending his internship primarily working with teen programs, teen camps, Friday teen excursions, and spending some time with the Athletics department.

B. HR Staff Introduction

Patricia Parkin introduced Melinda Kendys, Human Resources Assistant. Melinda will manage the recruitment processes as well as handle all property and liability claims for the District.

C. IT Staff Introduction

Brandon Kallas, Systems Administrator, was introduced. Brandon is familiarizing himself with the District’s IT systems and already making recommendations for changes to the network.

VII. OLD BUSINESS:

VIII. NEW BUSINESS:

IX. EXECUTIVE DIRECTOR’S REPORT:

Adding to the report provided, Mr. Hopp described a problem with the HVAC system at the Meadows golf course. Staff are in the process of getting bids, it is a 1982 – 1983 system, and at the end of its life expectancy. Derek Eberhardt elaborated and talked about some options.

Updating on prairie dogs, Mr. Hopp reported staff is moving forward with the relocation of 15 prairie dogs from the BMX area, or areas around there, to go into that 1.8 acres. The District has provided assistance with some minimal funding. The disc golf course baskets were removed on June 15th and staff will evaluate, once the BMX track is in, whether or not it makes sense to relocate any of those baskets in that particular area.

In answer to Director Sutton, Mr. Hopp indicated the Bergen Reservoir construction project has begun, and elaborated. The project is moving forward with the hope of being completed in November, and the reservoir can be refilled in the spring.

Pointing out the landscape project at Foothills Sports Arena, Mr. Hopp gave accolades to the LDS church volunteers and acknowledged Commissioner Rosier and Commissioner Tighe who also volunteered with the project.

Director Bradley asked the Board to consider putting on a big thank you event to recognize our many volunteers and volunteer groups, and suggested it can be an agenda item down the road.

X. DISCUSSION ITEMS:

A. Finance Update

Using the report provided, Patricia Parkin outlined the year-to-date revenues and expenditures through May 31st. Revenues are lower than planned; the biggest area is in Admission Fees, Ms. Parkin explained. Year-to-date operating expenses are less than planned. Net operating loss is favorable to plan even though revenues have been impacted, as Ms. Parkin had previously explained. Non-operating revenues are unfavorable due to property taxes that haven’t yet come in.

B. 10-Year Capital Repairs/Equipment List
Pointing to the 10-Year Capital Repairs and Equipment list provided, Mr. Hopp recalled this is a document that is updated every two or three years. Though some strides have been made in addressing capital needs with playgrounds and various things through grant dollars, the numbers have not changed dramatically, Mr. Hopp explained. The document shows the year the item was initially installed or purchased, the life expectancy of that item, replacement cost (current dollars). The item is categorized whether it is a safety issue, whether it would enhance revenues, or whether it is inefficient where it is continued to be fixed, or it is preventative maintenance. The report also includes a description of impacts or comments. Those categories are taken into consideration when staff are deliberating what capital items are addressed. The document goes park by park, facility by facility, trail by trail; anticipating what would need to be accomplished. Mr. Hopp explained specific things related to this are existing infrastructure and equipment, and there are some items that are considered capital enhancements. Mr. Hopp indicated this is a good inventory of all equipment and infrastructure in all parks, trails facilities, and golf courses.

Director James brought up a patron request for a destination playground at Clement Park to replace the two existing playgrounds, and indicated that could be looked at for budget in 2016.

Director Bradley observed these are not pie in the sky things, they are things that need to be done, and it shows how desperate the agency is.

C. Financial Forecast Follow-Up

Mr. Hopp pointed out this has been on the agenda the last couple of months, there have been some recent updates. An increase in assessed values is being anticipated for 2016, and that is reflected in the document provided. Mr. Hopp reiterated the financial forecast demonstrates the last four years’ actual revenues and expenditures, includes the 2015 budget, and the forecast is taken through 2029. The reason for that is after 2029, all current debt is fully retired.

Mr. Hopp went through the forecast document demonstrating operating revenues and operating expenditures, and described the non-operating revenue (non-earned revenue) items. He pointed out the impact between 2015 and 2016, non-operating revenue that is anticipated to increase. That helps moving forward, as long as assessments stay at that level. In 2016, with that increase in assessed valuation and the revenue it will bring, Mr. Hopp said if the District continues to do about $400,000 in capital, the budget will balance. In 2017, with all the variables associated, there will be a budget deficit, and it grows each year moving forward, until 2029 when it drops some. Mr. Hopp made clear that is including only $400,000 for capital each year, and it was just demonstrated that there are tens of millions of dollars worth of capital needs.

Mr. Hopp outlined the third page of the document demonstrating estimated mill levy proceeds scenarios and the impacts. After 2020, the General Obligation bond will be fulfilled, 2.39 mills will expire and that revenue will not be collected any more, but the debt would be retired. Mr. Hopp proposed that could be an opportunity for an extension of the bond issue to address capital.

On the last page of the document, Mr. Hopp pointed to the variables utilized to extrapolate information on the previous pages.

D. 2015 County Coordinated Election

Mr. Hopp explained Jefferson County is having the 2015 Coordinated Election in November. The County needs to be notified by July 24 whether or not the District is going to participate. Historical district election information has been provided in the packet, Mr. Hopp pointed out. Options for a possible mill levy question could be November of 2015, as part of the board election in May of 2016, part of the county coordinated election in November 2016, or in the future. Mr. Hopp clarified that in May of 2016, the wards of Director Sutton, Director Bielkiewicz, and Director Bosanko will be up for election.

The Board concurred to not participate in the 2015 Coordinated Election in November. The Board evaluated timing options, mill levy amount scenarios, and a sunset option for a potential mill levy election.
In answer to Director Bradley’s inquiry regarding the District’s ability to speak to patrons about the election, Paul Rufien clarified that once the ballot is certified, staff is prohibited from campaigning, even asking the question “have you voted” would be construed that way. If there is a May election, that hard and fast deadline would probably come in February. Prior to that point, the District is allowed to campaign. The rub is staff cannot be told that they have to do that; on their own initiative they can. Mr. Rufien proposed it could be questioned whether the staff is speaking as an individual citizen or as a district employee and it gets very convoluted. Mr. Hopp indicated last year staff disseminated factual information about the District’s financial condition, etc. and indicated staff would probably do that again.

Discussion surrounded a mill levy amount somewhere between two and three mills, going for an extension of the bond, a sunset, and May or November of 2016. Mr. Hopp expressed confidence in moving forward, specific details can be ascertained at a later date.

XI. EXECUTIVE SESSION

A. Parcels Update and Legal Matters per 24-6-402(4)(b), C.R.S.

**MOTION:** Director Sutton moved that the Foothills Board of Directors move into Executive Session to discuss Parcels Update and Legal Matters pursuant to Colorado Revised Statute 24-6-402(4)(b). 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.

The regular meeting adjourned at 7:47pm. Executive Session started at 7:52pm and ended at 8:41pm. The regular meeting reconvened at 8:41pm.

XII. ADJOURNMENT:

The regular meeting was adjourned at 8:42pm. The next regular board meeting will be held at 6pm on Tuesday, July 28, 2015, at Peak Community and Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary