FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

July 28, 2015

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.

III. ROLL CALL:

<table>
<thead>
<tr>
<th>Director</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bielkiewicz</td>
<td>Present via conference call</td>
</tr>
<tr>
<td>Bosanko</td>
<td>Present</td>
</tr>
<tr>
<td>James</td>
<td>Present</td>
</tr>
<tr>
<td>Sutton</td>
<td>Present</td>
</tr>
<tr>
<td>Bradley</td>
<td>Present</td>
</tr>
</tbody>
</table>

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 James moved that the Foothills Board of Directors approve the July 28, 2015 agenda as submitted. 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.

V. APPROVAL OF JUNE 23, 2015 MINUTES:

**MOTION:** Director James moved that the Foothills Board of Directors approve the minutes of the June 23, 2015 board meeting as submitted. 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.

VI. COMMUNITY COMMENTS:

A. Eagle Scout Recognition

Brenda Nix, Park Operations and Planning Coordinator, presented recognition plaques to Tristan Dunning who did a project last year at Columbine Hills Park, Taylor Kingsley who completed a project at Clement Park, and Brody Hall who completed a project at Ridge Recreation Center.

The scouts, along with their parents and grandparents, were congratulated and thanked by the Board.

B. Children’s Programs Staff Introduction

Amber Stowe introduced Andrew Killinger, who has accepted the position of School Age Site Director. Andrew will be taking the role of travelling site director for school age programs.

Diane Suchomel, district resident, addressed the Board on behalf of CoHope. Ms. Suchomel invited the board members to CoHope’s ‘Meet the Candidates and Elected Officials’ picnic next Wednesday in Clement Park.
Bob Wilking, who is an avid disc golfer and enjoys Fehringer Ranch disc golf course, spoke to the Board about how disc golf has grown in the last 20 years and provided statistics gathered by the Professional Disc Golf Association (PDGA). Mr. Wilking talked about fundraising events in which he has participated, including fundraising events that were held at Fehringer Ranch disc golf course. Mr. Wilking expressed interest in working with Foothills to develop a vision for how Fehringer Ranch Park can continue to meet the needs of the local disc golf community.

Duane Rodarte discussed Fehringer Ranch, explaining there are very serious competitive things that happen with disc golf and tournaments, and the park is being very well received by families, beginning players, and competitive tournament players. Mr. Rodarte talked about features of the park, and described concerns he has. Items he addressed were maintenance and mowing, mixed usage of the park, off-leash dogs. He asked the Board to dedicate some of the budget next year to getting the fairways mowed and more defined; installing a shelter, benches, secondary bridge between holes seven and eight. Mr. Rodarte indicated there is money in disc golf, and believes Fehringer has potential to be a great location and asset. He proposed a pro shop would generate income, as well as having staff presence there. Mr. Rodarte concluded he would like to see Fehringer Ranch grow into a disc golf complex.

Director Bradley suggested items for staff to look into could include installation of a trash receptacle, shelter, additional bridge, pro shop. He wondered whether there is a future for another disc golf course next to the Meadows, potentially, down the road. When questioned by Director James, Mr. Rodarte proposed his number one issue is mowing of thistle and hemlock, number two would be the secondary bridge, number three would be installation of a shelter. Mr. Rodarte talked about the potential of charging fees to use the course. Director Bradley confirmed agreement by the Board to hear about those items in the future.

Kerry Schaper, with the Church of Jesus Christ of Latter Day Saints, extended an invitation to the Board to stop by the Edge Ice Arena on Saturday, where the volunteers will be working on a landscaping project. Mr. Hopp elaborated the LDS church has worked with the District on lots of volunteer projects, including playground builds. Director Bradley expressed his appreciation for the LDS church, and for their help over the years.

VII. OLD BUSINESS:

A. Vintage Reserve IGA

Referring to the memo provided, Ronald Hopp reminded the Board that Vintage Reserve Metropolitan District had contacted staff proposing to do something similar to the IGA that is in place with Ken-Caryl Ranch Metro District (KCRMD) which allows for the Ken-Caryl and Plains Metro District residents to utilize the Ridge Recreation Center. That usage information is tracked through the POS system, and KCRMD pays the differential between the district rates and non-district rates to the District. Mr. Hopp explained Vintage Reserve wanted it to be available for their residents for all facilities including golf courses, etc., but not for classes and programs. Staff determined it would be problematic and probably impossible to track that utilization at every facility. Staff responded to Vintage Reserve asking them to consider including classes and programs, then they could be treated as district residents and the information could be pulled from a report. The Vintage Reserve board was not interested in pursuing anything that would include recreation programs and classes. Mr. Hopp had indicated it might be problematic to move forward with an agreement without a way to administer that process. Staff are looking at new software that they believe will have that capability. At this point in time, Mr. Hopp said the Board is not being asked to consider their agreement, but be informed that staff are continuing dialogue with Vintage Reserve. At a future board meeting, there may be a consideration of an IGA.

VIII. NEW BUSINESS:

A. Memorial Bench – Clement Park

According to the memo provided, Colin Insley talked about a request from Ms. Jessie LaCrue for a memorial bench to be installed on the east side of Johnston Reservoir in Clement Park. Director Bradley expressed support of the Board.

**MOTION:** Director Bosanko moved that the Foothills Board of Directors approve the memorial bench request from Ms. Jessie LaCrue for the purpose of placing a park bench with plaque in Robert F. Clement Park. 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.

IX. EXECUTIVE DIRECTOR’S REPORT:

Highlighting the report provided, Mr. Hopp mentioned that county meetings have been scheduled to finalize the site development plan for the northeast corner of Coal Mine and Wadsworth.

Mr. Hopp reminded the Board that the Special District Board golf outing will be hosted by the Meadows on Thursday, August 27th. He highlighted the CoHope picnic that Ms. Suchomel had previously mentioned.

A letter was sent to past board members inviting them to be part of the Foothills Board Alumni Club. Five past board members have responded so far.

The speed bumps were modified; they are at the County’s standard as well as the City of Lakewood’s standard. Mr. Hopp mentioned the initial installation of those speed bumps didn’t cost the District; the modification cost $1,100.

As discussed in the past, Mr. Hopp indicated staff will be looking at the prairie dog policy more in depth, making sure there is no ambiguity so that staff can control those issues, and the Board can direct staff to do what needs to be done in conformance with the policy moving forward.

The Foothills Foundation hosted their golf outing on June 26th. Mr. Hopp mentioned Steve Jeffers, in attendance tonight, was on the winning team.

In answer to Director Bradley, Mr. Hopp explained Highlands Ranch Metro District is investigating building an ice arena. Staff, as a professional courtesy, met with them to provide information related to the ice arena.

Director Bielkiewicz extended an invitation to go see Twelfth Night at Clement Park Friday and Saturday night. The first two shows went really well in spite of weather concerns.

X. DISCUSSION ITEMS:

A. 2006 COP Refunding

Mr. Hopp recalled the District has, over the last seven years, refunded every piece of debt that the District has that it could, when it was time to refund. The last remaining piece is the 2006 Certificates of Participation that are callable in 2016, or 90 days prior which would be towards the end of 2015; there are some options. Providing some background information, Mr. Hopp said options range from a simple refinancing with the lower interest rate and keeping the same terms, all the way up to extracting additional principle to address capital needs, and things in between. Steve Jeffers, with Stifel, Nicolaus & Company, Inc., was in attendance to go through the various scenarios. Mr. Hopp indicated staff are not looking for a decision, that will come at a future board meeting, but wanted to gage the Board’s receptivity to some of the various scenarios.

Distributing information to the Board, Mr. Jeffers detailed four possible refunding scenarios for discussion. He pointed out if nothing else, it probably makes a lot of sense to take advantage of interest rates at this point in time and go forward with the refinancing of the bonds, as with one of the options. The District would save about $60,000 per year. Mr. Jeffers suggested any of the options would be a good financing for the District. There was discussion and questions answered.

Mr. Hopp agreed the easy one is to refinance at the lower rate and save $60,000 - $65,000. Staff have talked about opportunities and recognize the fact that there are capital needs; the District may never pass a mill levy and never have the opportunity to have any additional influx of cash. Looking at interest rates of around three and a quarter, staff realized it is relatively cheap money, recognizing it does cost money. Mr. Hopp explained the thought process in developing the various scenarios was the utilization of relatively cheap money, the opportunity to potentially leverage additional funds, and the fact that the cost of doing capital improvements today is going to be cheaper than it is going to be four to six years from now. He proposed it could be an opportunity to extract additional principle now, without dramatically changing the payment at this point in time. He concurred with Mr. Jeffers, doing
the simple refinancing with the same term is a good idea, but could this be an opportunity to extract some additional opportunities out of this potential COP refunding.

The Board expressed their thoughts. Mr. Jeffers reiterated that regardless of which option is chosen, there is a present value savings. He made clear the refinancing can be done any time after September 1, 2015; it’s a question of what the interest rate will be at the time.

Mr. Hopp expressed the hope is to gain some guidance from the Board tonight to be able to develop a parameter resolution and bring it back to the August meeting. The August meeting would set us in line for an October closing. In answer to Director Sutton, Mr. Hopp proposed a likely place to use the funds would be Clement Park. The intent would be to leverage those dollars, whether at Clement Park, a trail, or wherever the opportunities are for leveraging money. Director Sutton suggested looking for something else to leverage; Mr. Hopp agreed, and added there are fairly limited opportunities for other leverage places but there are some.

If the Board desires, in August staff would bring back a parameter resolution which would authorize staff to proceed with a refunding. That parameter would include whether or not to seek additional principle, and would state not to exceed a certain interest rate. Director Bradley expressed willingness from the Board to go the next step. Director Bosanko said it would be interesting to see a prioritized list of projects and possibilities for matching grants. Mr. Hopp indicated opportunities for grants are probably limited to what could be obtained from Jefferson County for Clement Park. He mentioned there are potentially grant opportunities for trails, and pointed out GOCO. Director Bradley confirmed the Board is in agreement to get firmer figures next month.

B. 2016 Budget Guidelines

Referencing the memo and 2016 Budget Guidelines provided, Mr. Hopp outlined the general guidelines staff will utilize in preparation of the 2016 budget. Staff believes that assessed valuations will be rising in 2016, and that was taken into consideration for the budget parameters. Also included was the 2016 Proposed Budget Schedule. Mr. Hopp indicated by August 31st, the County Assessor will notify the District as to the new assessed valuations; right now the forecasts are based on estimates. At the end of August staff will know what the new assessed valuations are, then can adjust accordingly. On September 22nd, staff will present to the Board a proposed budget, estimated revenues and expenditures, per state statute. In October and November, departmental budgets will be presented to the Board and feedback welcomed. December 8th will be the public hearing for the Board to consider formal adoption of the budget.

C. Finance Update

Using the report provided, Patricia Parkin outlined the District’s year-to-date revenues and expenditures through June 30th. Operating Revenues are higher than planned, Ms. Parkin explained. She detailed year-to-date expenditures that, overall, are less than planned. Net Operating Loss is favorable to plan, mostly due to savings from expenses. Non-Operating Revenues are favorable to plan, Ms. Parkin explained. Ms. Parkin proposed the District is holding as far as budget for the first half of the year.

D. Departmental Quarterly Reports

1. Administrative Services

As provided in the packet, Ms. Parkin outlined the Administrative Services quarterly report for the second quarter. She summarized revenues and expenditures, and provided highlights for Human Resources, Information Technology and Finance.

2. Leisure Services

Derek Eberhardt summarized overall Leisure Services’ revenues and expenditures for the second quarter. He provided financial results and highlights specific to Facility Operations which include Aquatics, Edge Ice Arena, Facility Operations, Lilley Gulch Recreation Center, Peak Community & Wellness Center, and Ridge Recreation Center.

Barb Butler provided financial results and highlights specific to Recreation Programs which include Arts, Athletics, Children’s Programs, and Fitness.
3. **Golf**

For the second quarter, Tom Woodard outlined revenues and expenditures for Foothills and Meadows golf courses. Mr. Woodard described the Golf Development and Improvement Fund, and pointed out the projects the Board approved for 2015 that it will fund. He highlighted golf course achievements for the second quarter.

4. **Parks Planning and Construction**

Colin Insley went through overall revenues and expenditures for Parks Planning and Construction for the second quarter. He provided financials and highlights specific to Parks Administration/Planning, Fleet Services, Urban Parks, Kipling Villas Sub-District, Regional Parks, and Clement Park.

5. **Marketing and Community Outreach**

Mr. Hopp highlighted that staff have opted not to renew ads in the Dex Telephone Directory, saving the District about $6,000 per year.

Mr. Hopp indicated quarterly reports are sometimes put in the information section of the board packet, and suggested that presenting them tonight is a good way to familiarize Director Bosanko with management team staff and introduce her to staff attending the meeting. He pointed out there is a lot going on in the District, these are just the highlights.

XI. **EXECUTIVE SESSION**

A. **Contract Negotiations per 24-6-402(4)(e), C.R.S.**

   **MOTION:** Director James moved that the Foothills Board of Directors move into Executive Session to discuss Contract Negotiations pursuant to Colorado Revised Statute 24-6-402(4)(e). 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.

The regular meeting adjourned at 8:59pm. Executive Session started at 9:02pm 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, August 25, 2015, at Peak Community and Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary