FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

June 21, 2016

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 James called the regular meeting to order at 6:03pm.

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 Bradley: Present
- Director Meyer: Present 6:09pm – 7:33pm
- Director James: 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, Director of Recreation Programs; Derek Eberhardt, Director of Operations; 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:
- MOTION: Director Bradley moved that the Foothills Board of Directors approve the June 21, 2016 agenda as submitted. Director Bosanko seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Bradley, aye; Director James, aye. The motion was approved.

V. APPROVAL OF MAY 24, 2016 MINUTES:
- MOTION: Director Bosanko moved that the Foothills Board of Directors approve the minutes of the May 24, 2016 board meeting as submitted. Director Bradley seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Bradley, aye; Director James, aye. The motion was approved.

VI. COMMUNITY COMMENTS:
Director James opened the floor for community comments, asking that comments regarding BMX or the Rocky Mountain Roller Hockey building be made during those topics on the agenda.

Kerry Schaper, Church of Jesus Christ of Latter-day Saints, let the Board know the Columbine Stake will be building a playground this summer at West Laurel Park, and gave the Board invitations to stop by.

A. District Showcase – Easton Regional Park Maintenance

Using a Power Point presentation, Mike Wojciehoski, Park Maintenance II, shared with the Board his history with the District. Regarding Easton Regional Park, Mike provided a breakdown of staff, and showed photos of the park area pointing out all the amenities and things that are maintained by staff. Mike outlined the process for snow removal and outlined what is done for ongoing maintenance. He talked about special projects that have been done in the last few years.

B. Children’s Programs Staff Introductions

Amber Stowe introduced to the Board Carl Katz, one of the department’s newest Site Directors. He is currently running the Kids on the Move Camp at Hutchinson Elementary School, and will become the traveling site director in the fall.
Shannal Phelps, another new Site Director, was introduced to the Board. Shannal has proven her talents in the Ridge Camp Hoppers program.

VII. OLD BUSINESS:

A. BMX Agreement Amendment/Extension

Colin Insley indicated staff have had the opportunity to review the agreement based on comments that were heard at the last board meeting from neighbors and Mile High BMX. Mr. Insley recalled at the last board meeting, Mile High BMX had requested to extend their agreement; the Board had tabled the issue for tonight’s meeting. Referring to the memo and draft agreement provided in the packet, Mr. Insley went through all of the changes that were made to address concerns, including added language. The Board discussed parking options, prairie dog mitigation, and the Board’s concerns having been covered in the amended agreement.

Director James opened the floor for comments.

Brooke Martin, district resident, questioned how the District would plan to measure noise and decibels. Mr. Insley answered and Mr. Hopp reiterated if there were complaints made, a report would be made to Jefferson County who would enforce that. Ms. Martin asked how parking and no parking on Garrison would be enforced. Mr. Insley said the District would typically rely on Jefferson County Sheriff’s department when there is parking where there shouldn’t be. Regarding the sound system, there was discussion that the District could be more restrictive than the County. Mr. Hopp confirmed that the District can notify Ms. Martin when carbon monoxide is going to be used for prairie dogs.

Earl Watkins, district resident, asked whether a prairie dog control would be complete and not half way; they are getting in his yard. Mr. Watkins expressed concern about room for parking, and dirt getting loose and blowing in the wind. Mr. Watkins suggested it has to be engineered better than it is right now and proposed an area west of the Weiland School could be used instead.

Chris Holodny, district resident, suggested that the new board members look into how Foothills operates without a check and balance. Mr. Holodny asked if anybody on the Board had any contact with developers; Mr. Hopp said Mile High BMX has been worked with, but they have not developed prior to this. Mr. Holodny expressed skepticism of this Board. He reiterated Earl’s house is 118 yards from this track.

Bill Turner, Mile High BMX Board of Directors, addressed comments and provided historical information with regard to noise, parking requirements, and prairie dogs. Mr. Turner said Mile High BMX has been at this for almost five years and the process they have had to go through has been more rigorous than any other track in the state of Colorado in what the District has asked them to do, what Jefferson County has asked them to do and what the neighborhood has asked them to do. Concerning Foothills staff and Board, Mr. Turner expressed when there was a decision that needed to be made or a question of how to take the next steps, the path of being the most conservative and the most respectful of the community was always chosen.

Director Bosanko recognized there is money on retainer in case Mile High BMX would walk away, that the site could be put back the way it is or something else can be done with it. Director Bosanko added that staff are happy to do what they can to make sure there is good
communication between the neighbors and Mile High BMX. There was continued discussion about parking and signage.

Marrian Herdener, district resident, thanked the Board because they did readdress some items in the agreement. She added if the District will accept calls if there is trouble, that would be wonderful. Ms. Herdener indicated the prairie dogs are multiplying, and asked the District to help with that.

Mr. Hopp added that Mile High BMX is an extension of the District, and staff and the Board absolutely want them to be good neighbors, a good extension of what we are doing, and be successful.

**MOTION:** Director Bosanko moved that the Foothills Board of Directors approve the License Agreement with Mile High BMX for an additional three year term beginning January 1, 2017 and ending December 31, 2019 for the purpose of constructing and operating a BMX facility at the Daniel L. Schaefer Athletic Complex and authorize the Executive Director to execute the agreement. Director James seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, nay; Director Bradley, nay; Director Meyer, abstain; Director James, aye. The motion was not approved.

B. RMRHL Building Signature Authorization/Closing Documents

Mr. Hopp recalled that at the last board meeting, the Board authorized him to execute the Compromise and Settlement Agreement and further authorized staff to fulfill the obligations outlined in the Compromise and Settlement Agreement for the RMRHL building. It appears that will happen on June 30th and Mr. Hopp will be unavailable to execute all of those documents related to that closing. He requested authorization for Dennis Weiner, Director of Administrative Services, and as a back-up, Director Bradley, as Treasurer of the Board, to also execute all of the obligations outlined in the Compromise and Settlement Agreement.

**MOTION:** Director Bosanko moved to authorize Board Treasurer, DirectorBradley and Director of Administrative Services, Dennis Weiner, to execute the Compromise and Settlement Agreement as discussed, and further authorize staff to fulfill the obligations outlined in the Compromise and Settlement Agreement which will result in the District closing on and acquiring the Rocky Mountain Roller Hockey facility located in Schaefer Athletic Complex. Director Bradley seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; DirectorBradley, aye; Director Meyer, aye; Director James, aye. The motion was approved.

C. RMRHL Building Naming

Mr. Hopp said on June 15th, the court approved the motion to dismiss the bankruptcy and as outlined in the Compromise and Settlement Agreement for the RMRHL building, the closing will take place 15 days after the court order, June 30th. Mr. Hopp indicated Barb Butler is going to be responsible for the facility, Derek Eberhardt will be involved from an operations perspective; there are many people involved. In an attempt to be proactive, staff wanted to get authorization to name the facility. Staff have vetted through a lot of different things, Mr. Hopp explained, and have come up with the name Foothills Fieldhouse. Per the attached policy, Mr. Hopp pointed out the Board has to approve the naming or renaming or park and recreation facilities.

Director Bradley expressed this is one of the best situations he has ever seen with the District, and thanked Mr. Hopp and everyone who had a part in this.

Mr. Hopp addressed Director James’ concern for people getting Foothills Fieldhouse and Foothills Sports Arena mixed up, and talked about the signage.

**MOTION:** Director Farrar moved to name the building being acquired by the District at the Schaefer Athletic Complex as Foothills Fieldhouse. Director Bradley seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Bradley, aye; Director Meyer, aye; Director James, aye. The motion was approved.
VIII. NEW BUSINESS:

A. Memorial Bench Application

Colin Insley indicated staff have received a request from Cindy Davis for a memorial bench at Clement Park. Ms. Davis would pay for the bench and plaque, and staff would do the installation. This would be in memory of her son who frequently used the park. Mr. Insley pointed out the location and wording on the plaque included in the packet.

**MOTION:** Director Bosanko moved that the Foothills Board of Directors approve the memorial bench request from Ms. Cindy Davis for the purpose of placing a park bench with plaque in Robert F. Clement Park. Director Bradley seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Bradley, aye; Director James, aye. The motion was approved.

B. Putters Pride License Agreement Extension

Referring to the memo in the packet, Mr. Insley provided historical information about the Putters Pride miniature golf facility License Agreement with current owner, Kent Smith. It is located near the west entrance to Schaefer Athletic Complex. The original license agreement was for ten years with three five-year extensions. Mr. Smith would like to extend the agreement to have the option of five additional five-year terms after 2017, and invest in some remodeling. Mr. Insley outlined the revised agreement.

In answer to Director James, Mr. Insley indicated there have been no complaints and concerns from neighbors or patrons about the miniature golf facility. In answer to Director Bradley, Mr. Insley indicated the gross receipts formula is in line with other concessionaires. Director Bradley asked if Mr. Smith could offer free passes to the Weiland School.

**MOTION:** Director Bradley moved that the Foothills Board of Directors approve the revised License Agreement with Mr. Kent Smith and authorize the Executive Director to execute the agreement. Director James seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Bradley, aye; Director James, aye. The motion was approved.

IX. EXECUTIVE DIRECTOR’S REPORT:

Referring to the report provided, Mr. Hopp indicated the District received a query from Jefferson County asking if the District will be participating in the November, 2016 coordinated election. Mr. Hopp wanted to make sure it is okay to notify them that the District does not have a TABOR issue for November of 2016. The Board agreed.

Director James recognized Kate Dragoo, Derek Eberhardt, and other people who have helped Kate with the new website, and expressed it is exactly what the District needed. Director James also expressed appreciation for CommunityPass, and the District’s technological advances.

X. DISCUSSION ITEMS:

A. 2015 Audit Report

Dennis Weiner indicated he had provided the 2015 annual audited statements by email prior to the meeting for the Board’s review. The report has been reviewed by the external auditor, by Ronald Hopp, and also district counsel. Mr. Weiner said the owner of the audit firm, John Cutler, was scheduled to attend tonight’s meeting but had a last minute conflict. Describing the audit process, Mr. Weiner let the Board know how the audit went from his perspective. He said no significant issues were identified in the process. Mr. Weiner distributed a summary of Mr. Cutler’s comments and read through them for the Board, concluding that the overall financial picture for the District is good.

Director James observed the positive trend as far as the historical net position over the last five years is done without a mill levy tax increase to the community. However, land has been sold, that is a hard thing the Board has had to do. Director James said in the future, to address the District’s capital needs and aging infrastructure, hopefully the District can come to a reasonable mill levy that can be proposed. He recognized the overall trend going up
$11 million over the last five years speaks to Mr. Hopp’s directorship and staff adhering to budgets.

B. Facility/Programming Financial Reports

Mr. Hopp discussed this report is an overview of how every facility, park area, pool is performing from 2011 through 2015. It helps make staff aware of their performance and helps with decision making for prioritization of programming. Mr. Hopp suggested it helps the general public to have an understanding of what does well, what is subsidized, etc. For each facility, the report combines all operating costs and revenues. All of the programming, rentals, and costs with providing those services is considered, as well as all staff wages and personnel costs, Mr. Hopp explained. It is all inclusive of everything except administrative costs and any debt.

Using power point, Mr. Hopp went through the report for each District facility including recreation facilities, golf courses, regional and urban parks, and off site programs. He pointed out that looking at multiple years, some trends can be seen such as revenues trending up and expenditures trending up, although the line is holding somewhat on expenditure increases. Mr. Hopp concluded if all facilities are considered, the District makes money. When all of the parks are considered, that’s when there is an overall operational deficit, and that is where taxes are spent. Mr. Hopp reiterated that taxes don’t pay for any of the facilities; they pay for the pools, although they could be subsidized by other things, and they pay for the parks.

Mr. Hopp showed an overall comparison of revenues and expenditures over the last five years. He pointed out the areas that are profitable, subsidization and decision making related to cost recovery, program prioritization, etc.

XI. ADJOURNMENT:

The regular meeting was adjourned at 8:19pm. The next regular board meeting will be held at 6pm on Tuesday, July 26, 2016, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary