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: Absent
- Director Meyer: Present via conference phone until 7:27pm
- Director James: Present

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Tom Woodard, Director of Golf; Dennis Weiner, Director of Administrative Services; Derek Eberhardt, Director of Operations; 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:

Ronald Hopp requested that Discussion Item A, Employee Satisfaction Survey, be moved up after Eagle Scout Recognition and before Old Business on the agenda.

MOTION: Director Bosanko moved that the Foothills Board of Directors approve the June 27, 2017 agenda as amended. Director James seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Meyer, aye; Director James, aye. The motion was approved.

V. APPROVAL OF MAY 23, 2017 MINUTES:

MOTION: Director Bosanko moved that the Foothills Board of Directors approve the minutes of the May 23, 2017 board meeting as submitted. Director James seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Meyer, aye; Director James, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Eagle Scout Recognition

Sarah McAfee, Park Operations and Volunteer Coordinator, recognized Brad Hurley for his Eagle Scout project creating new horseshoe pits at Clement Park. Brad had 24 volunteers and raised $1,200 for the project.

VII. OLD BUSINESS:

A. Board Policy Manual Update

Per information provided in the packet, Ronald Hopp talked about the policies included for consideration as part of the ongoing process of updating the Board Policy Manual. Clement Park Amphitheater Rental Receipts, staff recommended no change; Golf Lessons, staff recommended no change; Private Golf Carts, staff recommended no change; Colorado Golf Association Tournaments, staff recommended no change; Foothills Golf Course Men’s Club, staff recommended to update the policy to include all of the variety of clubs at the golf courses, and change the cap for membership.

MOTION: Director Bosanko moved that in the effort to update the Board Policy Manual, the Foothills Board of Directors approve the attached policy revisions as discussed. Director Farrar
seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Meyer, aye; Director James, aye. The motion was approved.

Mr. Hopp discussed there are outstanding policy items, and there may be more forth coming, such as a new policy related to park credits, and suggestions that were made for the alcohol policy. Mr. Hopp indicated staff would like Board feedback on the Golf Development and Improvement Fund (GDIF) policy for future consideration, and provided background information related to that policy that was adopted in 2007.

Mr. Hopp explained it is staff’s opinion that the practice now as a result of that policy is inconsistent with everything else that is done with the budget process. GDIF projects are an expenditure within the overall budget. Mr. Hopp discussed applying the same process used for all of the other capital projects; it would be more consistent with current budgeting practices, would provide for greater flexibility and the ability to make adjustments in case priorities change, etc. If the same process is applied as for all of the other capital projects, the GDIF revenue and expenditures would be included as part of the budget, the list of projects would be provided to the Board as an informational item at the beginning of the fiscal year, reports would be provided as to the progress of those projects.

Mr. Hopp indicated if the Board concurs, staff would make the necessary adjustments to the policy to make it more consistent with what is done with the other capital projects and bring it back for future consideration. Paul Rufien advocated to remove the policy suggesting it is contrary to the way the District does business and elaborated. Mr. Hopp made clear GDIF will continue, but take away the practice that it is a separate consent practice as part of the budget process. There was discussion and it was concluded staff can bring the policy back to the Board for future consideration.

VIII. NEW BUSINESS:

A. Memorial Bench Application

Sarah McAfee indicated Ms. LaNette Weinkauf would like to install a memorial bench for her husband along the lake trail at Clement Park. It would replace an old bench that was there previously.

**MOTION:** Director Bosanko moved that the Foothills Board of Directors approve the memorial bench request from Ms. LaNette Weinkauf for the purpose of placing a park bench with plaque along the lake trail at Robert F. Clement Park. Director Farrar seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Meyer, aye; Director James, aye. The motion was approved.

Director James extended thanks to Ms. McAfee for being a leader for the Belleview Acres Park playground build.

IX. EXECUTIVE DIRECTOR’S REPORT:

Referring to the report provided, Ronald Hopp highlighted that the five Intergovernmental Agreements are going well and tracking a little bit better than last year. The Clement Park project continues to progress very well, Mr. Hopp elaborated and talked about the Phase C process. Mr. Hopp thanked Director James for spending time at the Belleview Acres Park playground build and mentioned staff did a good job coordinating it. Regarding the Foothills Foundation Golf Tournament, Mr. Hopp thanked Tom Woodard for taking on that initiative since the foundation had talked about discontinuing that event. It had the most golfers it has had in nine years. In answer to Director James, Mr. Hopp said the BMX track may be starting the middle of June or early July. Derek Eberhardt provided an update on the hiring of lifeguards. There was discussion about communicating with Chanson Plaza properties to make updates to their areas along with the Clement Park Phase C process.

X. DISCUSSION ITEMS:

A. Employee Satisfaction Survey

Lisa Narrell, Human Resources Manager, discussed that on March 7th, an employee survey was launched to all staff. The goal of the survey was to provide staff an opportunity to share their ideas, suggestions, and concerns regarding what matters most to them in creating a positive
work environment. Ms. Narrell shared the 2017 employee survey results using a Power Point presentation. She concluded that overall results were positive with over 84 percent of employees rating their level of satisfaction very satisfied or satisfied.

B. Field Naming Request

According to the memo provided, Mr. Hopp said Pricilla Wright has approached the District, with the support of South Jeffco Sports Association and Continental Amateur Baseball Association, requesting to name Field Number 3 at Columbine Hills Park after Mr. Michael Fray who coached in these organizations. They are willing to pay the expenses associated with that. Ms. Wright and Phillip Fray presented information to the Board and answered questions. It was discussed that a letter from the HOA can be submitted and the request can be brought back to the Board for a decision.

C. Feeding Many, Inc. Orchard Discussion

Per the memo provided, Mr. Hopp recalled that at the last board meeting, Dr. Smith presented a concept to the Board to potentially find a site in the District to host an orchard that provides sustainable production of fruits and vegetables for this community. The Board was receptive to the concept. Since that time, staff have come up with about ten sites and provided maps of those sites to Dr. Smith who prioritized those sites. Based upon that, Mr. Hopp said the 4700 South Cole Street location was chosen, which is the Weaver Creek Park site; a map was provided in the packet. If the Board is receptive to this site, Mr. Hopp talked about the due diligence that would need to be done. Pointing to the map provided, Dr. Smith reviewed the particular layout of the orchard and stressed the positive impacts and involvement with the community. There was discussion and questions were answered. Dr. Smith confirmed there would be no cost to the District. Dr. Smith talked about the incorporation of bee hives in the orchard. The Board concurred to continue to pursue this site.

D. Finance Update

Dennis Weiner reported the year-to-date operating revenues and expenditures as well as non-operating revenues and expenditures through May 31, 2017 as compared to budget, and highlighted items according to the report provided. The total District year-to-date operating revenues were lower than planned at this point; operating expenditures were better than planned, Mr. Weiner explained. Net operating loss was favorable to plan. Net non-operating revenue was better than planned, Mr. Weiner explained. As a result of the activity through May 31, 2017, net revenue was better than planned year-to-date.

Director James brought up doing an RFP for an auditor for the next financial year which would be effective for 2017. It was confirmed an RFP can be sent out in July and a board representative can be part of the interview processes. The contract would be approved by the Board.

E. Financial Forecast Update

Mr. Hopp indicated the financial forecast has been updated to reflect the estimate of new information related to increased assessed valuations. Staff have been monitoring the impact of Gallagher. The estimated overall increases to the properties in Jefferson County are at 22 percent for residential and 14 percent for commercial in this area. Mr. Hopp pointed out the updates based on the assessed valuation increases and outlined the financial forecast spreadsheet provided. In 2018, a deficit was previously projected, now a surplus is being projected. The differential, based upon the assessed valuation increases, is about $630,000. It helps in year 2018, and year 2019 is projecting a deficit which is extrapolated through future years.

Mr. Hopp pointed out that the District is in the process of considering a mill levy election for fall of 2017. He suggested the District could expect to hear an argument against a potential mill levy increase election because assessed valuations went up. The spreadsheet demonstrates what the considered 2.75 mills would generate and considering the $630,000, Mr. Hopp pointed out 2.25 mills - the differential between 2.75 mills and 2.25 mills is about $600,000. Mr. Hopp questioned would asking for a lesser amount to negate that argument want to be considered, or continue with the 2.75 mills knowing those funds are needed in the future.
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Mr. Hopp posed the question of whether the Board is still interested in pursuing the mill levy and would the Board want to consider lowering the amount from 2.75, and there was discussion. It was concluded the 2.75 can still be promoted and discussed at the next board meeting. Mr. Hopp recognized efforts are currently being made with the Citizens Committee to work with the 2.75. Discussion continued. The decision to participate in the election can be formalized in July, and in August a determination can be made on the level.

XI. ADJOURNMENT:

The regular meeting was adjourned at 7:45pm. The next regular board meeting will be held at 6pm on Tuesday, July 25, 2017, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary