FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

October 24, 2017

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: Present
Director Meyer: Present
Director James: Present

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Derek Eberhardt, Director of Operations; Barb Butler, Director of Recreation Programs; Dennis Weiner, Director of Administrative Services; Tom Woodard, Director of Golf; Colin Insley, Director of Parks, Planning and Construction; 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 Bosanko moved that the Foothills Board of Directors approve the October 24, 2017 agenda as submitted. Director Meyer seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director Meyer, aye; Director James, aye. The motion was approved.

V. APPROVAL OF SEPTEMBER 26, 2017 MINUTES:

MOTION: Director Meyer moved that the Foothills Board of Directors approve the minutes of the September 26, 2017 board meeting as submitted. Director Esolen seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director Meyer, aye; Director James, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Foothills Foundation Check Presentation

Gary Fuller, Foothills Foundation president, introduced Foothills Foundation board members Dwight Eitzen, Linda Kern, Joe Kroog, Mike McWhirt, and Mike Greunke.

Mr. Fuller explained the Foothills Foundation is here to help raise money for Foothills Park & Recreation District. The foundation has had to revamp a lot of things this year, Mr. Fuller said, and all the major events were changed dramatically. Mr. Fuller presented a check for $5,000 to the Board for Red, White & You, and a check for $8,000 for a project to be determined.

Director James expressed appreciation for what the Foothills Foundation does for the District and holding events. Director Esolen extended thanks for the foundation’s hospitality at Summerset Festival.

B. Staff Introduction – Information Technology

Dennis Weiner introduced Rick Maestas to the Board. Rick was hired to fill the recently vacated Senior Systems Administrator position. Rick was welcomed to the District.
VII. OLD BUSINESS:

A. Skyland Meadows Developments Easement and Trail Construction Agreements

Mr. Hopp pointed out an Easement Agreement and Trail Construction License Agreement included in the packet that staff and legal counsel have been working on for several years, and gave background information according to the memo provided.

The development is located at the southwest corner of Kipling and Coal Mine. This is a private developer, developing on private land. In order to accommodate that, they need to install an underground sanitary sewer line, and other underground appurtenances related to that, across Meadows Golf Club property. The property the easement crosses is owned by Jefferson County Open Space and the District leases it. Jefferson County Open Space is a party to the agreement, the District is a party, as well as the development and Southwest Metropolitan Water & Sanitation District. In consideration of the easement, there is a second agreement that would allow the developer to build a trail upon the District’s property so an easement is being provided for them to build a trail that would go from the development and attach to an existing trail. The developer will install this trail at their cost, Mr. Hopp explained, the District will provide the design to them. Mr. Hopp reiterated there are two agreements for the Board’s consideration; one is the easement to allow for the sewer line and the second is the trail construction agreement. There was discussion and questions were answered. It was clarified that cap for the construction is $98,560 plus $10,000 for the design that the developer is paying.

MOTION: Director Bosanko moved that the Foothills Board of Directors authorize the Executive Director to execute the Skyland Meadows Developments Easement and the Trail Construction Easement subject to final approval by District Counsel and staff. Director James seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director Meyer, aye; Director James, aye. The motion was approved.

B. Resolution in Support of the November 2017 Ballot Issue

Mr. Hopp recalled the Board passed a resolution placing on 2017 November Coordinated Election to ask the public to consider a 2.75 mill levy increase to address operational costs, enhance operations, address capital needs. It includes a nine year sunset provision which will expire at the end of 2026, unless extended by the voters. Mr. Hopp expressed the District cannot legally advocate for a ballot measure but can pass a resolution of support, as presented in the Board packet.

MOTION: Director Meyer moved that the Foothills Board of Directors approve Resolution No 17-007 in support of the mill levy increase as discussed. Director Esolen seconded the motion. Poll of the Board: Director Bosanko, aye; Director Farrar, aye; Director Esolen, aye; Director Meyer, aye; Director James, aye. The motion was approved.

VIII. NEW BUSINESS:

IX. EXECUTIVE DIRECTOR’S REPORT:

Referring to the report provided, Mr. Hopp called attention to the Intergovernmental Agreements the District has with the five different entities and the report included in the packet. The District has received a little over $27,000 from those IGAs through September and are on pace to exceed last year. This is the time of the year to renew those agreements, Mr. Hopp discussed. Director Esolen requested some sense of how enrollments in programmed classes affect district residents, and are people being wait listed on classes because of these agreements. Mr. Hopp indicated staff can provide final numbers and utilization information at the end of the year. Director James pointed out staff can let the Board know how things are as far as capacity and classes. Mr. Hopp indicated staff do not have a desire to change the IGAs and if they all want to continue, the IGAs will continue.

Mr. Hopp pointed out the Foothills Theatre Company’s fall production is Night of Classic TV. He talked about meeting with several HOAs and doing several mill levy presentations at the Peak, and recognized Director Esolen who attended presentations. Mr. Hopp called attention to departmental quarterly reports included in the packet and reminded the Board that the November meeting is the second Tuesday of the month as is the December meeting.
Director James acknowledged Mr. Hopp’s attention to the Mile High BMX situation that was brought to the Board’s attention.

Mr. Hopp talked about a meeting he, Mr. Insley, and Dr. Smith had with Jefferson County Open Space about the property being proposed for the orchard and community garden. They are in their deliberation process; it is a hinge for water consideration with Denver Water and a hinge for the District’s future consideration of the agreement.

Randy Meyer discussed disc golf events that have taken place at Foothills Golf Course, and details staff are working out.

Mr. Hopp recognized that Director Esolen participated in interviews for a new audit firm. There will likely be a contract for the Board’s consideration at the November board meeting.

X. DISCUSSION ITEMS:

A. Finance Update

Dennis Weiner discussed the year-to-date operating revenues and expenditures as well as non-operating revenues and expenditures through September 30, 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, Mr. Weiner detailed. Operating expenditures year-to-date were better than planned, Mr. Weiner outlined what drove that result. Net operating loss was favorable to plan. Net non-operating revenue was better than planned, Mr. Weiner explained. Looking at the bottom line through September 30, Mr. Weiner concluded net revenue was better than planned.

B. 2018 Proposed Budget Presentations

Mr. Hopp made clear that staff are presenting a balanced budget as required by law; the total amount is $27,588,939 – expenditures match revenues. He made note that it is subject to any adjustments that may happen throughout today’s discussion and November’s discussion. Mr. Hopp indicated if the mill levy election is successful, adjustments for increased operational costs, enhanced services, and increased capital expenditures will be done prior to finalizing the budget in December.

Mr. Hopp mentioned that preliminary assessments were provided by the County at the end of August. A final valuation will be provided around the end of November, and those final numbers will be used to back into the final budget. Referring to the 2018 Budget Book and using Power Point, Mr. Hopp presented the overall budget including summary of changes, sources of revenues, historical mill levy, long-term debt. Mr. Hopp outlined operating revenue and expenses for Administration, Parks, Planning and Construction, Leisure Services, Golf, including cost centers, with the conclusion of a balanced budget. The overview was followed by presentations from Leisure Services and Golf.

Barb Butler recognized that Leisure Services is comprised of two divisions: facility operations and maintenance division and the recreation programming division. Following the 2018 Budget Book, Ms. Butler spoke to the highlights, as well as revenues and expenditures, of the Leisure Services department as a whole, including Leisure Services Administration. Ms. Butler discussed highlights, revenues and expenditures, for the Recreation Programs division including Fitness, Arts, Children’s Programs, Sports and Athletics, and Foothills Fieldhouse.

Derek Eberhardt discussed highlights, as well as revenues and expenditures, for Facility Operations beginning with Recreation Facility Operations as detailed in the 2018 Budget Book. He explained staff saw a trend in increased competition and rolled out new pass packaging on October 18th, which he described and compared to the old pass packaging. Mr. Eberhardt continued discussion for Lilley Gulch Recreation Center, Peak Community & Wellness Center, Drop-in Babysitting, Ridge Recreation Center, Climbing Wall. Highlights were provided for Facility Maintenance, Aquatics, Edge Ice Arena and Penalty Box.

Referring to the 2018 Budget Book, Tom Woodard detailed revenue and expenditures, and communicated highlights for Foothills Golf Course and Meadows Golf Club. Mr. Woodard discussed the Golf Development and Improvement Fund and capital projects. He talked about operational budgets of other golf courses in the area.
Mr. Hopp reiterated the second Tuesday in November is the board meeting when Parks, Planning and Construction and Administration will present budgets and December 12th is the final consideration. Mr. Hopp recognized the final budget is subject to things such as final valuations that will come from the County, whether or not a mill levy is passed, final health premiums, capital carry-over, and any other changes that are collectively determined.

XI. ADJOURNMENT:

The regular meeting was adjourned at 8:13pm. The next regular board meeting will be held at 6pm on Tuesday, November 14, 2017, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary