FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

July 24, 2018

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 Farrar called the regular meeting to order at 6pm.

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

III. ROLL CALL:

Director Farrar:	Present
Director Butman:	Present
Director James:	Present
Director Meyer:	Present
Director Bosanko:	Absent

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Barb Butler, Director of Recreation Programs; Derek Eberhardt, Director of Operations; Tom Woodard, Director of Golf; Colin Insley, Director of Parks, Planning and Construction; Dennis Weiner, Director of Administrative Services; 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 Meyer moved that the Foothills Board of Directors approve the July 24, 2018 agenda as submitted. Director Butman seconded the motion. Poll of the Board: Director Farrar, aye; Director Butman, aye; Director James, aye; Director Meyer, aye. The motion was approved.

V. APPROVAL OF JUNE 26, 2018 MINUTES:

MOTION: Director Meyer moved that the Foothills Board of Directors approve the minutes of the June 26, 2018 board meeting as submitted. Director James seconded the motion. Poll of the Board: Director Farrar, aye; Director Butman, aye; Director James, aye; Director Meyer. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Part-Time Scholarship Award Recipients

Ronald Hopp announced that the Scholarship Committee would like to thank the seven part-time staff who applied for the scholarship and submitted essays; five scholarships were awarded. Recipients Carla Baker and Evan Lim were not present; Baden Dense, Michaela Howard, and Morgan Smith each received their award.

Kerry Schaper, with the Church of Jesus Christ of Latter-day Saints, invited the Board to attend their seventh playground build with the District at Chaucer Park on August 11.

Dr. Shirl Smith provided the Board with an update on the Feeding Many, Inc. project.

VII. OLD BUSINESS:

VIII. NEW BUSINESS:

IX. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp recalled that there were community comments at the last board meeting from citizens who had interests and concerns related to Governor Grant Park and concepts about putting in native grasses there. Mr. Hopp explained staff have met on site with

Parkside community members, and recently received an email from them taking the position that they would like to see no native grasses in that particular area of the park. Staff are in the process of talking with the design team about possibilities of some compromise and getting cost estimates.

Mr. Hopp updated the Board on the progress of Foothills Sports Arena synthetic turf replacement.

Red, White & You was a tremendous success, enjoyed by an estimated 45,000 people. Mr. Hopp expressed appreciation for the Board's support for additional part-time staff to help with sponsorships and promotion, and to have assistance with a coordinator. He pointed out information about Shakespeare in Clement Park.

Adding to the report provided, Mr. Hopp indicated staff were contacted by a board member from Columbine Knolls who is interested in possibly exploring an IGA with the District. Their board currently may not be interested but could continue the conversation in the future.

X. DISCUSSION ITEMS:

A. Finance Update

Dennis Weiner reported that being half way through the financial year, the District has continued to perform financially well compared to budget expectations for the first six months.

Highlighting the report provided, Mr. Wiener indicated operating revenues were better than planned and detailed factors that drove that result. Operating expenditures were better than planned, Mr. Weiner explained.

Mr. Weiner outlined net operating loss was favorable to plan, and net non-operating revenue was favorable to plan.

As a result of all of the activity during the first half of the year, Mr. Weiner concluded net revenue was better than planned.

B. Departmental Quarterly Reports

Administrative Services

Mr. Weiner outlined the financial performance for Administrative Services through June 30, 2018. He provided highlights for Human Resources and Information Technology as detailed in the report.

Leisure Services

Derek Eberhardt outlined the financial performance for Leisure Services overall through June 30, 2018. He highlighted items in Facility Operations including Aquatics, Edge Ice Arena; Facility Operations which include Lilley Gulch, Peak Community & Wellness Center, Ridge Recreation Center and Climbing Wall, as detailed in the report. Mr. Eberhardt discussed theft that happened at Ridge Recreation Center.

Barb Butler provided highlights for the Recreation Program departments including Arts and Events, Children's Programs, District Athletics, Fitness, and Foothills Fieldhouse as detailed in the report.

Golf

Tom Woodard outlined the financial performance for the Golf department through June 30, 2018. He provided an update for the Golf Development and Improvement fund projects, and summarized performance of the restaurants. Mr. Woodard talked about achievements and challenges for Foothills and Meadows golf courses as detailed in the report.

Mr. Woodard extended an invitation to the Board for the Employee Golf Tournament.

Parks, Planning and Construction

Colin Insley outlined the financial performance for Parks, Planning and Construction through June 30, 2018. He provided highlights for Parks Administration and Planning, Fleet Services, Urban Parks, Kipling Villas, Regional Parks, and Clement Park as detailed in the report.

Marketing and Community Outreach

Mr. Hopp provided highlights for Marketing and Community Outreach through June 30, 2018 as detailed in the report. Mr. Hopp thanked the Board for support of additional staff for fundraising for Red, White & You and the Clement Park Concert Series, it has been very successful.

C. 2019 Budget Guidelines

Referring to information in the packet, Mr. Hopp talked about the budget process, and outlined the 2019 budget guidelines that will be distributed to staff. He went through the schedule, pointing out that by the end of August, the District will receive a preliminary assessment from the County.

At the September 25, 2018 board meeting, staff will present a preliminary proposed budget to the Board with overall estimated revenue and expenditures. At the October 23rd meeting, Leisure Services and Golf will present overall budgets; at the November 13th meeting, Parks and Administrative Services will present budgets. At the December 11th meeting, Mr. Hopp said there will be a public hearing, adoption of the budget, appropriation of funds, certification of the mill levy. Staff will have to submit those to Jefferson County by December 15, 2018.

Director James asked for information as far as the Gallagher Amendment and the impact to the District for this budget year.

D. Golf Survey Results

Tom Woodard explained staff conducted a survey in April of 2018 through Survey Monkey. The goal was to find out how the Foothills and Meadows golf courses can be improved. Mr. Woodard indicated a total of 938 golfers responded to the survey, and talked about participation of the clubs that play at both courses.

Using Power Point, Mr. Woodard detailed each survey question, and talked about the answers and comments. He mentioned golf staff retreats have occurred to make a proactive effort toward improvements, and pointed out that a lot of things are being done correctly.

XI. ADJOURNMENT:

The regular meeting was adjourned at 8:40pm. The next regular board meeting will be held at 6pm on Tuesday, August 28, 2018, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary