

FOOTHILLS PARK & RECREATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

September 25, 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: Ronald Hopp, Executive Director; Barb Butler, Director of Recreation Programs; 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 September 25, 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 AUGUST 28, 2018 MINUTES:

MOTION: Director Meyer moved that the Foothills Board of Directors approve the minutes of the August 28, 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, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Staff Introduction

Barb Butler introduced Bryan Reno, the District's new Aquatics Supervisor. Bryan comes to the District from Cedar Parks, Texas.

VII. OLD BUSINESS:

A. Clement Park Phase C Contract Award

Colin Insley indicated the memo in the packet talks about the basic construction contract, the design and bidding process, and getting the project ready to go at Clement Park sometime next month. Bids were due on September 24th, Mr. Insley explained; three bids were submitted. Mr. Insley suggested in order to continue the process, staff wanted to provide information to the Board about the bids, what staff are doing, and seek permission to negotiate and award the contract bid.

Mr. Insley discussed the base bid amount and the alternates. The basic award came in without the alternates or the contingency. Staff would like to negotiate with the contractor and look at three of the bid alternates, Mr. Insley elaborated, and carry a five percent contingency. Mr. Insley detailed the total amount, and answered questions from the Board.

Ronald Hopp made clear that there were five alternates. Staff feels the other two alternates can be done away with, or find another way in the future to get them accomplished. The three that were talked about are important to the project and need to be accomplished, Mr. Hopp explained.

MOTION: Director James moved that the Foothills Board of Directors authorize the Executive Director to award the contract for the Clement Park Phase C project and execute the contract documents, provided that the contractor meets all the bid criteria, budget, bonds and legal requirements outlined in the bid documents, subject to staff and legal counsel approval. 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.

VIII. NEW BUSINESS:

A. Bergen Water Conveyance Agreement

Referring to the packet information, Mr. Insley indicated staff have been working with Bergen Ditch and Reservoir Company in regard to water storage options for Beers Sisters Reservoir, and explained. He discussed that the District filed, in water court, for additional shares to be transferred through the system for Beers Sisters Reservoir as another possible source of water. As part of the process, the District needs to enter into an agreement with Bergen Ditch and Reservoir Company to convey that water; Mr. Insley outlined the agreement. It has been reviewed by legal counsel, approved by Bergen, and a letter has been received from Jefferson County Open Space to approve the agreement.

MOTION: Director Meyer moved that the Foothills Board of Directors approve the agreement for Conveyance of Water to Beers Sisters Reservoir. Director James seconded the motion. Poll of the Board: Director Farrar, aye; Director Butman, aye; Director James, aye; Director Meyer, aye. The motion was approved.

B. GOCO/Coronado Grant Application

Mr. Insley said Coronado Elementary School is entering into a grant process with Great Outdoors Colorado (GOCO) to apply for funding for school playground replacement.

According to the memo provided, Mr. Insley outlined the process. The school cannot apply for the funds directly, and has approached the District about hosting the grant. Mr. Insley made clear that is the extent of the District's participation, there is no funding from the District. A representative from the school, Aaron Ward, was in attendance to answer any questions.

Mr. Insley pointed out two documents required by GOCO; a resolution and an Intergovernmental Agreement (IGA) that have been reviewed by legal counsel. Mr. Ward described the playground project.

MOTION: Director Meyer moved that the Foothills Board of Directors approve grant Resolution No. 18-004 and Intergovernmental Agreement with Jeffco Schools for the purpose of submitting a grant application on behalf of the Jefferson County School District to Great Outdoors Colorado for the Local Park and Outdoor Recreation Grant to help fund playground improvements at Coronado Elementary School. 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.

C. Memorial Bench Requests

Referring to the memo and applications provided, Mr. Insley described three requests for memorial benches. Two are at Clement Park and one is at Easton Regional Park.

MOTION: Director James moved that the Foothills Board of Directors approve each of the three memorial park bench requests from the Archuleta family, Julie Donnan, and the Russell family for the purpose of placing park benches with plaques at Robert F. Clement Park and Robert Easton Regional Park. 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.

IX. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp called attention to the Intergovernmental Agreements for facility use. Roxborough is getting close to their cap, Mr. Hopp explained, and he has reached out to them.

Mr. Hopp talked about a meeting that he, Colin Insley, and Sean Kitners had with the Colorado Powered Paragliding Association. He explained they are looking for a new launching area, and pointed to concepts and information attached to the report. Referring to an agreement the District has with a radio controlled airplane club, Mr. Hopp suggested staff could outline a similar type of agreement, and make it year-to-year. There was discussion and questions were answered. The Board agreed staff can continue due diligence.

Mr. Hopp talked about a letter the District received from Jay Pickard, attorney for Feeding Many. They have requested consideration of some changes that Mr. Hopp outlined, and said staff didn't see any problems with them. Dr. Smith provided a Feeding Many update to the Board.

Mr. Hopp updated the Board concerning Beers Sisters Reservoir, and talked about the educational process.

X. DISCUSSION ITEMS:

A. Finance Update

Dennis Weiner discussed the finance update through August 31, 2018 as provided in the report.

Highlighting the report, Mr. Wiener said operating revenues were better than planned and outlined factors that contributed to that result. The total district year-to-date operating expenditures were favorable to the budget, Mr. Wiener detailed items in that category.

Looking at the net from operations, Mr. Wiener reported that net operating loss was favorable to plan. Net non-operating revenue was favorable to plan, Mr. Wiener explained.

As a result of all activity through August 31st, Mr. Wiener concluded that net revenue was favorable to plan.

B. 2019 Proposed Budget Estimates

Mr. Hopp said in accordance with Colorado Revised Statutes 29-1-105 and 106, staff are required to submit the 2019 budget estimates to the governing board by October 15th. Estimated expenditures are equal to estimated revenues because of the requirement to provide a balanced budget. There will be a budget available for public inspection.

Mr. Hopp indicated that at the October board meeting, staff will be doing a more detailed review of the budget in the Leisure Services and Golf departments. In November, staff will present detailed budgets for Administration and Parks, Planning and Construction. The final consideration of the budget and resolutions for adoption of the budget, appropriation of funds, certification of mill levies will be the December board meeting. Mr. Hopp detailed things that will potentially change between now and the final budget.

Referring to the report provided, Mr. Hopp confirmed the preliminary estimates for the revenues and expenditures are equal at \$33,252,397, and detailed items related to that. He discussed and requested considerations in regard to capital funding and funds related to a possible bond extension election.

Mr. Hopp reiterated there is no Board action required. For the record, the Board has received the summary document and budget estimates for 2019 on September 25, 2018 in compliance with Colorado Revised Statutes 29-1-105 and 106. Right now staff are presenting a balanced budget of \$33,252,397, revenues match to expenditures.

XI. EXECUTIVE SESSION:

September 25, 2018

Page 4

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

MOTION: Director Meyer 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 Butman seconded the motion. Poll of the Board: Director Farrar, aye; Director Butman, aye; Director James, aye; Director Meyer, aye. The motion was approved.

The regular meeting adjourned at 7:08pm. Executive Session started at 7:11pm and ended at 7:20pm. The regular meeting reconvened at 7:20pm.

XII. ADJOURNMENT:

The regular meeting was adjourned at 7:21pm. The next regular board meeting will be held at 6pm on Tuesday, October 23, 2018, at Peak Community & Wellness Center, 6612 South Ward Street, Littleton.

Submitted by:

Richelle Riley, Recording Secretary