

# RECORD OF PROCEEDINGS

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## FOOTHILLS PARK & RECREATION DISTRICT REGULAR BOARD OF DIRECTORS MEETING

December 8, 2020

You are invited to a Zoom webinar.

When: Dec 8, 2020 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 12/08/2020. Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_bUJ-yeZkTT6m2Z9IDPvRIg](https://us02web.zoom.us/webinar/register/WN_bUJ-yeZkTT6m2Z9IDPvRIg)

After registering, you will receive a confirmation email containing information about joining the webinar.

- I. CALL TO ORDER: Director James called the regular meeting to order at 6:05pm.
- 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 Butman:      | Present |
| Director Bielkiewicz: | Present |
| Director Meyer:       | Present |
| Director Bosanko:     | Present |
| Director James:       | Present |

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Dennis Weiner, Director of Finance and Administrative Services; Derek Eberhardt, Director of Operations; Barb Butler, Director of Recreation Programs; Colin Insley, Director of Parks, Planning and Construction; Tom Woodard, Director of Golf; Richelle Riley, Recording Secretary; other Foothills staff and members of the public via Zoom webinar.

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 December 8, 2020 agenda as submitted. Director Bosanko seconded the motion. Poll of the Board: Director Butman, aye; Director Bielkiewicz, aye; Director Meyer, aye; Director Bosanko, aye; Director James, aye. The motion was approved.

- V. APPROVAL OF NOVEMBER 10, 2020 MINUTES:

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve the minutes of the November 10, 2020 board meeting as submitted. Director Meyer seconded the motion. Poll of the Board: Director Butman, aye; Director Bielkiewicz, aye; Director Meyer, aye; Director Bosanko, aye; Director James, aye. The motion was approved.

- VI. COMMUNITY COMMENTS:

Kerry Schaper, Church of Jesus Christ of Latter-day Saints representative, introduced to the Board Chris Jensen, their new stake president. Mr. Jensen expressed delight with the relationship they have with Foothills. He said the Columbine stake is supportive of the community and what Foothills is doing and appreciates the partnership. Mr. Hopp mentioned the District is tentatively planning a playground build project at Victory Park.

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## A. Staff Introduction

Derek Eberhardt introduced the District's new assistant specialist for the Peak Community & Wellness Center, Caleb Harp. As part of his responsibility, Caleb is going to be revamping the wedding packages in addition to starting off some new birthday party opportunities once things get back to normal.

Michael Sexton, past president of a club at Foothills Golf Course, said that as we move forward on the clubhouse project, know that they will do anything that is necessary to assist to get this job done down the road. Director James expressed he and the rest of the Board are looking forward to working with the golf interest groups.

## VII. DECISION ITEMS:

### A. 2021 Budget

Ronald Hopp recalled the budget was presented to the Board with department presentations on October 27<sup>th</sup> and November 10<sup>th</sup>. Staff have continued to analyze any potential changes or impacts that would happen to the budget, made those adjustments and provided them as part of the final budget, Mr. Hopp explained, according to the memo provided. The final budget is \$35,657,598, revenues and expenditures balance as required by law. Once approved by the Board, the budget information will be submitted to Jefferson County and the State of Colorado. Mr. Hopp pointed out there are resolutions included in the packet that meet the statutory requirements for adoption of the budget, appropriation of funds, and certification of the mill levy. Public Notice has been published in the Jeffco Transcript.

Using screen share, Mr. Hopp gave an overall budget presentation detailing summary of changes from the proposed 2021 budget to the final, and a comparison of what has changed from the 2020 budget to the 2021 budget.

Mr. Hopp reminded that staff went into this budget process knowing COVID-19 would have some impact on operating performance in 2021. Staff have managed COVID-19 well in 2020 and had proposed to the Board back in September and October that staff approach the budget for 2021 as if it were a normal year and manage it as in 2020. Mr. Hopp showed an analysis of potential COVID-19 impact on operations for the 2021 budget. He said if staff manage the budget in 2021 just like in 2020, the worst case of exposure the District would have is about \$607,000 for 2021. The District has decent revenue and reserve funds and between all these line items staff would be able to mitigate that.

Mr. Hopp went through slides detailing sources of revenues, historical mill levy, operating revenue and expenditures by department, fund balance carry-over, budgeted capital projects and expenditures, debt, budgets for each department, reconciliation showing a balanced budget. There was discussion and questions were answered.

- Public Hearing

Director James opened the Public Hearing to take comments on the 2021 Budget at 6:55pm. There were no public comments. The Public Hearing was closed at 6:56pm.

In answer to Director Bielkiewicz, Dennis Weiner explained why there is a slight dip in mills from last year to this year.

- Resolutions

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**MOTION:** Director Bosanko moved that the Foothills Board of Directors approve Resolution No. 20-014 to Adopt the 2021 Budget for the Foothills Park & Recreation District; Resolution No. 20-015 to Appropriate the 2021 Budget for the Foothills Park & Recreation District; and Resolution No. 20-016 to Levy 2021 Property Taxes for the Foothills Park & Recreation District. Director Meyer seconded the motion. Poll of the Board: Director Butman, aye; Director Bielkiewicz, aye; Director Meyer, aye; Director Bosanko, aye; Director James, aye. The motion was approved.

## B. 2021 Board Meeting Schedule and Posting Locations

Board meetings typically are held on the fourth Tuesday of each month except for March, November and December, which is the second Tuesday of the month, Mr. Hopp explained according to the memo provided. The law requires the District have a posting location for public meetings, the resolution designates that. He discussed there was a change in 2019, House Bill 19-1087, that allows local governments to satisfy meeting notice requirements on the local government's website. There are individuals staff sends notices to and the agenda is posted at the Peak, Ridge and Edge as a courtesy as well.

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve the recommended meeting dates for 2021 and also approve Resolution No. 20-017 to establish posting locations for the year 2021 as discussed. Director Meyer seconded the motion. Poll of the Board: Director Butman, aye; Director Bielkiewicz, aye; Director Meyer, aye; Director Bosanko, aye; Director James, aye. The motion was approved.

## VIII. EXECUTIVE DIRECTOR'S REPORT:

Adding to the report provided, Mr. Hopp indicated that Paul Rufien was contacted by an attorney from a development that is happening north of Belleview and east of Simms, Belleview Village. The development would be in the District and would provide taxes. They have a tot lot in their development that they believe they would need to have park and recreation powers as part of their metropolitan district. They would like to know if the District would be willing to consider a consent resolution for that, Mr. Hopp discussed. The development is already in the District and it is recognized they are paying taxes to the District, they just would need park and recreation powers as part of the metropolitan district to maintain that tot lot. That may be brought to the board meeting in January.

Mr. Hopp discussed the precinct data is available for elections in Jefferson County, and highlighted precinct data for the District's election. The best precinct in terms of percentage was 84.3 percent and the worst area was at 70.7 percent.

Director Bielkiewicz informed that in ten days the virtual *Nutcracker* is going to be online, presented by the Foothills Theatre Company, and he had helped with that.

Director James pointed out that Regina Smith wrote a wonderful article for the Colorado Parks and Recreation Association's *Byline* magazine and highlights the park mural. He expressed thanks to Regina for being an advocate for the District.

## IX. DISCUSSION ITEMS:

### A. COVID-19 Update

Using screen share presentation, Mr. Hopp indicated since the last board meeting, Jefferson County moved to red on the Coronavirus dial, and discussed what that means for the District's programs and facilities.

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Mr. Hopp outlined steps taken on mitigation efforts related to financial aspects. He discussed staff have submitted a reimbursement request from CARES, and are expecting to get the initial check soon, and will be compiling information for the next reimbursement request. It does not reimburse the District for any revenue loss, it only reimburses for direct costs association with managing Coronavirus, Mr. Hopp explained.

Mr. Hopp provided a furlough update, and talked about what the District is doing right now in parks, golf courses, facilities, program areas. He provided an update on contracted areas at the Edge for the month of December, COVID related.

Getting to the numbers, Mr. Hopp discussed the scenarios; Scenario A and Scenario A version two. The District is still tracking fairly well. Bottom line is the District is still managing COVID well, estimating that there will be operational overage at the end of the year. Mr. Hopp talked about November and December revenues.

## B. 2021 Capital and COP Discussion

Using screen share presentation, Mr. Hopp said there are a few items of direction staff will be seeking as part this overall presentation. For total 2021 capital funding, he indicated there is carry-over capital from 2020, new capital, mill levy extension revenues for 2021 and, provided those numbers. Referring to the presentation, Mr. Hopp provided detail on those, and outlined 2021 capital project categories and funding allocations.

Staff would like to proceed with preliminary designs on Foothills Golf Course Clubhouse, Columbine West Pool Renovation, Sixth Avenue West Pool Renovation, and do a feasibility study on the potential expansion of a third sheet of ice at Edge Ice Arena, Mr. Hopp discussed.

Mr. Hopp outlined the mill levy extension funds for 2021, detailing the Clement Court Complex, Ball Diamond at Easton, Dutch Creek Trail Extension. He discussed the trail extension is probably 2022 at the earliest. There was discussion and questions were answered.

Mr. Hopp clarified direction staff are asking from the Board: to request the SB-35 funds - \$100,000 for the Spray Ground at the Ridge and \$500,000 for the Court Complex at Clement Park; those are carry-over projects. In general, support of these funding categories and moving forward with the Ridge Preschool Playground, Edge Ice Resurfacer, the preliminary designs and feasibility studies on the four items. There was discussion. Regarding the third sheet of ice feasibility study, Director James advised to make sure it is clearly stated that the intention is to look into it and not commit. Mr. Hopp recognized there were no concerns from the Board related with direction on carry-over capital funds, new capital funds, and new mill levy extension funds as outlined in the presentation.

Mr. Hopp talked about a Certificate of Participation (COP). Staff have consulted with Stifel, the District's financing consultant, he explained. Mr. Hopp provided a Summary of Financing Needs Scenarios spreadsheet in the screen share presentation, and highlighted benefits of doing a COP.

Mr. Hopp outlined potential capital projects, characterized as major capital projects greater than \$2.5 million and capital projects below \$2.5 million; what would potentially be funded in the next five to ten years. He pointed out projects that would be revenue producers, and talked about the Energy Performance Contract structure. Mr. Hopp outlined the financial forecast spreadsheet. He showed scenarios with COP numbers represented, projecting the 2.75 mills would get extended. Dennis Weiner talked about the assessed valuation variable that continually has to be dealt with.

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Mr. Hopp recapped SB-35 funding, categories of spending for the new capital funding as part of the 2021 budget. He reiterated that would include proceeding with preliminary design on Foothills Clubhouse, Columbine West Pool, Sixth Avenue West Pool, and a feasibility study for the Edge Ice Arena; proceeding with cash funding the Court Complex at Clement Park with SB-35 funds, the additional ball diamond at Easton project, and proceed with additional due diligence on a COP. Mr. Hopp said staff are seeking direction on whether to proceed with COP or not, and if there is a preferred range based upon the conversation and the calculated risk. Based upon some of the preliminary design, these and others, Mr. Hopp indicated staff can begin to identify what projects would be done with the COP in the amount that would be extracted, and what would be cash funded in the future. Board discussion ensued and questions were answered.

In regard to Foothills, Columbine West and Sixth Avenue projects, Mr. Hopp recognized a feasibility study was done on a fitness and wellness expansion either at Lilley Gulch, Peak, or Ridge; feasibility on improvements at Lilley Gulch, improvements at Peak, improvements at Ridge; feasibility at Meadows for a nine-hole addition. Feasibility was done on Foothills golf course, and now will be taken to the next level and get preliminary design. He assured it's not that those other items are not part of the conversation, staff thought the District ought to move forward with these things because they are probably definite projects of some sort, whether it's a COP or cash funding, sometime in the near future.

Mr. Hopp encapsulated Board consensus with the SB-35 funds for the Spray Ground, \$100,000; \$500,000 for the Court Complex, proceeding with those categories outlined and specific projects like the ice resurfer, some of those other specific projects. When staff starts those processes, there will be more specific projects outlining those funding categories. Staff will proceed with preliminary design on Foothills Clubhouse, Columbine West Pool, Sixth Avenue West Pool, feasibility study on the Edge. Staff will proceed with cash funding the court complex utilizing SB-35 funds and add the ball diamond project to the neighborhood park umbrella since other improvements are being done in that area. Staff will proceed with fiducial due diligence and conversations with Stifel for a COP somewhere in the \$20 to \$30 million range, and continue to evaluate all of those new projects as well. There was Board discussion, and expressed support.

## X. EXECUTIVE SESSION:

- A. Legal Matters Regarding Red Rocks Ranch Litigation and Deer Creek Villas per 24-6-402(4)(b), C.R.S.
- B. 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 address Legal Matters Regarding Red Rocks Ranch Litigation and Deer Creek Villas pursuant to Colorado Revised Statute 24-6-402(4)(b) and Contract Negotiations pursuant to Colorado Revised Statute 24-6-402(4)(e). Director Butman seconded the motion. Poll of the Board: Director Butman, aye; Director Bielkiewicz, aye; Director Meyer, aye; Director Bosanko, aye; Director James, aye. The motion was approved.

The regular meeting adjourned at 8:45pm. Executive Session started at 8:53pm and ended at 9:44pm. The regular meeting reconvened at 9:45pm.

## XI. ADJOURNMENT:

The regular meeting was adjourned at 9:45pm. The next regular board meeting will be held at 6pm on Tuesday, January 26, 2021.

Submitted by: Richelle Riley, Recording Secretary