



Creating Community, Enhancing Health, Inspiring Play since 1959

**BOARD OF DIRECTORS MEETING**

October 26, 2021 – 6pm

Peak Community & Wellness Center, 6612 S Ward St., Littleton, CO 80127

**Zoom Option:**

You are invited to a Zoom webinar.

When: Oct 26, 2021 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 10/26/2021 Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_c6yMkV-2SMYWoJqhnatssQ](https://us02web.zoom.us/webinar/register/WN_c6yMkV-2SMYWoJqhnatssQ)

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

**AGENDA**

*Pursuant to Colorado Revised Statutes 18-8-308(2), 24-18-109(3)(a), 24-18-110, 32-1-902(3), all known potential conflicts of interest of any board members have been filed with the Secretary of State.*

I. CALL TO ORDER (Maple room)

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. APPROVAL OF SEPTEMBER 28, 2021 MINUTES

VI. COMMUNITY COMMENTS

For Zoom attendees, please click 'Raise Your Hand' at the bottom of the screen, and the moderator will alert the Board of your desire to speak and your microphone will be enabled. A three-minute time period will be observed and there will be only one three-minute opportunity per person to speak during the Community Comments time.

A. Feeding Many Update

- Dr. Shirl Smith

B. Children's Programs Presentation

- Michael Peppel

VII. DECISION ITEMS

A. Waterstone Church Easement Request

- Colin Insley

B. Owner's Representative Contract

- Ronald Hopp

C. Vineyard Town Square Metropolitan District Consent Resolution

- Ronald Hopp

VIII. EXECUTIVE DIRECTOR'S REPORT

IX. DISCUSSION ITEMS

A. Finance Update

- Dennis Weiner

B. 2022 Proposed Budget Presentations

• Overview

- Ronald Hopp

• Golf

- Tom Woodard

• Leisure Services

- Barb Butler/Derek Eberhardt

X. ADJOURNMENT

*Individuals who require special accommodation to attend and/or participate in this meeting should call the Foothills District Office at 303.409.2108 to advise of their specific need(s) at least 24 hours prior to the meeting.*



# RECORD OF PROCEEDINGS

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## VII. DECISION ITEMS:

### A. Clement Park Tennis/Pickleball Project Contract

Referring to the memo and exhibits in the packet, Colin Insley said on August 9<sup>th</sup>, staff accepted bids for the Tennis Court and Pickleball project at Clement Park. Bids were received from two general contractors, he detailed. Krische Construction had a more favorable bid and price, Mr. Insley explained. He talked about their references and projects, and explained they are members of FieldTurf, a national purchasing group which the District has used in the past. Mr. Insley pointed out a graphic concept provided in the packet, and discussed changes that were made since that concept, detailed the bid tab, and summarized project costs.

Ronald Hopp clarified the funds that staff are recommending adding to this overall project are part of the funds in the 2021 budget that are currently unallocated and reserved for COVID relief if needed. Staff are comfortable at this point in time that it makes sense to allocate some of those funds to capital projects. Mr. Hopp discussed with the additions of the playground, irrigation extension, shade structures and the escalation of commodities, staff feel this is a good place to utilize some of those funds. Mr. Insley answered questions from the Board.

**MOTION**: Director Bielkiewicz moved that the Foothills Board of Directors award the contract for the Clement Park Tennis and Pickleball Courts in the amount of \$1,572,185 to Krische Construction and FieldTurf USA in the amount of \$553,435 and authorize the Executive Director to execute the contract documents. Director Butman seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

### B. Jeffco Open Space Trails Grant Application

In addition to the memo provided, Colin Insley pointed out a resolution for a Jeffco Open Space Trails grant that will be due on September 20, 2021. The grant is for the Dutch Creek regional trail system, Mr. Insley detailed. Pointing out the cost estimate, he said the goal is to have half of the total cost covered in grant funds. The trail is part of the Jeffco Trails Plan, Mr. Insley explained, and pointed out the location map. Mr. Insley answered questions from the Board. Mr. Hopp explained the trail would not negatively impact a potential future nine holes at Meadows Golf Club, if and when the District would be able to do that. Regarding the cost of concrete, Director James observed these expenses are real and the District is making an investment in the community even though it is concrete on the ground.

**MOTION**: Director Trimble moved that the Foothills Board of Directors approve Resolution No. 21-006 for the purpose of submitting a grant application to Jeffco Open Space Trails Partnership Program 2022 to seek funding to complete the Dutch Creek Regional Trail. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

### C. Memorial Bench Application

Mr. Insley pointed out an application from Mr. Harold Robinson for a memorial bench for his wife provided in the packet. The bench would be next to the trail in the Dutch Creek Greenbelt., Mr. Insley explained, referring to a location map and memo provided.

Director James expressed knowledge of the Robinson family and passed along sincere condolences to the family.

# RECORD OF PROCEEDINGS

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**MOTION:** Director James moved that the Foothills Board of Directors approve the request for placement of a memorial park bench and plaque from Mr. Harold J.R. Robinson to be installed in the Dutch Creek Greenbelt next to the Dutch Creek Trail. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

D. Sixth Avenue West/Columbine West Pools Schematic Design Contract

Derek Eberhardt introduced Mira Theisen, with Perkins & Will, who was on the Zoom call to review the design team's final concept design for both Sixth Avenue West and Columbine West outdoor pools. The plan is to take this concept to the public for additional feedback and comments.

Using screen share, Ms. Theisen shared the final conceptual design for both the Columbine West and Sixth Avenue West Pool renovations, an interim repair schedule, as well as the full renovation schedule for both pools. She detailed the Columbine West Pool concept. There was discussion and questions were answered. Ms. Theisen detailed the Sixth Avenue West Pool concept. Director Meyer expressed it looks like it will be a great improvement for the neighborhood. In answer to Director Meyer, Ms. Theisen discussed ADA parking access. There was discussion and questions were answered. Ms. Theisen talked about interim repairs to keep the pools open for next summer. Derek Eberhardt discussed the repairs and things that need to be worked through. Ms. Theisen went through the design and construction timeline and estimated schedule. Mr. Hopp discussed the pool repairs will be a permanent fix that will also compliment the final project.

Mr. Eberhardt reiterated the concepts that were presented tonight are planned to be made public with a survey so that people can provide additional feedback. He pointed out in the packet a proposal from Perkins & Will for schematic design services to further refine the conceptual project for both Sixth Avenue West and Columbine West Pools.

**MOTION:** Director Butman moved that the Foothills Board of Directors approve and authorize the Executive Director to execute an agreement with Perkins & Will to provide schematic design services for the Sixth Avenue West Pool and Columbine West Pool as discussed, subject to staff and legal counsel approval. Director Trimble seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

E. Johnston Reservoir Spillways and Outfalls Project

Referring to information in the packet, Mr. Hopp discussed that with the Master Plan and start of the Clement Park improvement projects, it was recognized that there were multiple spillways and outfalls around Johnston Reservoir that were in disrepair. Terry Green had researched and discovered who has responsibility for all of these spillways and outfalls. There is an entity called Section #14 Metro District and they have responsibility for maintenance and upkeep of five of the six outfall structures, Mr. Hopp pointed out on a location map provided. There is one structure by Concordia on the Lake for which nobody has any legal responsibility. Mr. Hopp explained that Section #14 Metro District, Foothills, and Concordia on the Lake have all agreed to share the cost three ways. He pointed out in the packet a Cost Sharing and Reimbursement Agreement for the improvement of that structure. These costs have been anticipated in the 2021 capital budget, the agreement documents have been reviewed by Mr. Rufien. Terry Green and Mr. Hopp answered questions from the Board.

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve and authorize the Executive Director to execute the Johnston Reservoir Spillways Cost Sharing Agreement as discussed, subject to staff and legal counsel approval, and I further move that the Foothills Board of Directors approve the Section #14 easement requests for the Johnston Reservoir Spillways Project, and further authorize the

# RECORD OF PROCEEDINGS

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Executive Director to execute both of the documents. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

## F. Foothills Building Authority Board Member Ratification

There is an entity known as Foothills Park & Recreation District Building Authority and is a Colorado non-profit corporation. It was formed to finance, construct, equip, own, lease and operate real and personal property to be used by the District, Mr. Hopp discussed per the memo provided. In recent years the determination was made that it was not really necessary. However, as part of the COP process and the lease purchase financing that are required for the COP that was recently issued, it was found out that Tract L is still under the ownership of the Building Authority and needed to be deeded over to Foothills Park & Recreation District. The Building Authority needed to have a meeting in anticipation of the COP issuance and officially transfer the deed from the Building Authority to the District. A volunteer was asked for from the Board to be on the Building Authority Board; Director Bielkiewicz volunteered. There was a meeting where Mr. Hopp was the only remaining board member and appointed Dennis Weiner as a board member, Dennis Weiner and Mr. Hopp appointed Mike Bielkiewicz as a board member. The deed was conveyed over to the District, that has been recorded. Mr. Hopp recognized this agenda item is a ratification of Director Bielkiewicz to be appointed to the Building Authority. He explained since there was business this year, there will be an annual meeting in December and it is anticipated the Building Authority will no longer be needed.

Mr. Rufien discussed 2015 was the last time the Building Authority did anything. Rather than take a full action to dissolve it, it essentially went dormant. That probably will be the next discussion, does it go dormant again? That will likely happen for at least a couple of years just to make sure another clean-up item like this doesn't surface.

**MOTION:** Director Trimble moved that the Foothills Board of Directors ratify the decision to appoint Michael Bielkiewicz to the Foothills Park and Recreation District Building Authority Board of Directors. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, abstain; Director Trimble, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

## VIII. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp discussed that the sale of Certificates of Participation was on Wednesday, August 18<sup>th</sup>. The sale was very successful; the rates were slightly better than thought, he explained. It is anticipated that \$35 million will be deposited on September 1<sup>st</sup>, Mr. Hopp discussed.

From a COVID perspective, Mr. Hopp said there has been requirements for Children's Programs, which are similar to schools, where masks are required, and there is a vaccination requirement or testing starting September 7<sup>th</sup>. Barb Butler added it also affects middle school sports programs because they are part of the school system, and elaborated.

Mr. Hopp talked about CARES funding the District received to help reimburse expenses associated with COVID. With the ARP legislation, the District did not get any direct funding; however, the state, counties, and municipalities did. The Special District Association has continued to advocate on the behalf of special districts with the State Legislature and the Governor. There is a template letter from SDA for special districts to use to contact elected officials that could come from the District's elected officials, or approval for staff to do so. Mr. Hopp summarized some of the impacts on special districts that are cited in the letter. SDA is asking special districts, if they are willing, to send a letter to the Governor, President of the Senate, Speaker of the House, and any Representative or State Senator that represents any of our areas. Mr. Hopp asked concurrence from the Board

# RECORD OF PROCEEDINGS

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to send the letter, and who the letter should come from. The Board concurred to have letters sent from all of the directors on the Board.

Director James asked if there are any thoughts on the District leadership requiring vaccines for employees. Mr. Hopp said it's been a topic of conversation and other entities are having similar conversations. Staff feel the District is following the Jefferson County and State guidelines, Mr. Hopp elaborated.

## IX. DISCUSSION ITEMS:

### A. Phase II Energy Performance Investment Grade Audit (IGA)

Referring to the memo provided, Mr. Hopp gave background information and said staff have worked through the IGA process with McKinstry. Representatives from McKinstry were in attendance to present their findings and some recommended projects for improvements throughout the facilities. Mr. Hopp thanked Terry Green who worked very hard on the Phase I process and now on the Phase II process. He indicated the intent is for the Board to hear all of their findings and the costs associated. Based on Board feedback and some variables, Mr. Hopp explained, staff can come back with a project recommendation at the September meeting.

Regional Vice President with McKinstry, Leslie Larocque, introduced Stephan Rank, Project Director; Ashley Brasovan, Account Executive; Adam Allington, Lead Energy Engineer. An Executive Summary of the Investment Grade Audit Report was included in the board packet and Ms. Brasovan distributed a Facility Improvement Measures handout. Using Power Point, Ms. Brasovan went through the IGA results and all of their findings from the last two years. Four key points were the focus: reducing maintenance challenges throughout the District, decreasing the frequency of emergency repairs throughout all the buildings, improving building comfort; addressing end-of-life equipment and deferred maintenance throughout all the facilities; redirecting the utility cost and operational cost the District is currently spending to help fund part of the project along with the COP; focusing on designing the new equipment to operate in a COVID environment. Mr. Allington went through the facility improvement measures (FIMS) as shown on the handout.

Mr. Rink presented a summary and expressed thanks to Foothills' staff for the collaboration.

Director Meyer asked do we want to bite all this off all at one time versus doing one building now, wait a little time for the next building, so that in 20 years we're not in the same boat of having to replace everything at the exact same time. It seems like the recommendation is to replace everything that's old, should we be trying to stagger it. Mr. Rank discussed there are some synergies, wouldn't do it over a 20-year window, and elaborated.

Director Meyer discussed the thought that savings would be a little bit higher than they are and thought it was going to pay for itself over some amount of time, recognized that equipment needs replaced, and expressed concern about a catastrophic failure of one of the facilities. He questioned are there things we should be evaluating a little more closely?

Mr. Hopp said certainly potential revenue loss would be factored in if there were a catastrophic failure of a particular piece of equipment that's at its end of useful life now, what does that mean for the Edge, Ridge, Lilley Gulch or any of the other facilities, those certainly should have a very high priority. There was discussion about light replacement.

Mr. Hopp discussed funding would include a portion of the COPs. He reminded that the Board had spent a lot of time evaluating adding on to the facilities and a whole variety of things and what kept resonating with this

# RECORD OF PROCEEDINGS

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Board and staff is that the District should take care of what it has rather than build something brand new. The District has aging facilities and a lot times things are being done to get by. Staff have been more reactive than proactive and this is a large proactive project that improves existing facilities. Prioritizing is the kind of feedback staff would like to get from the Board. Mr. Hopp acknowledged that given the amount the pools are going to be, given the amount the clubhouse is going to be, \$12 million is going to be a reach with COP dollars. Staff did apply for DOLA funds for the solar array, that's a variable. There may be some other capital funds to look at. He proposed this is an opportunity to take care of what the District has with a significant investment in facilities. Mr. Hopp reiterated it's not the kind of project people can see, but when a heat recovery unit or rooftop unit goes down and a portion of a building has to close for six months and it's a revenue producer, they are not going to be happy. It is a proactive way to address things.

Director James expressed not wanting to see the pools, trail, and clubhouse projects be cut back because of this project; the Board agreed. Is there a way to see where the estimates for construction of the other projects come in and then do a portion of this?

Mr. Hopp proposed staff can look at revenue sources and work with McKinstry and come back in September with some recommended projects.

## B. Finance Update

Dennis Weiner reported the financial update through July 31, 2021 as included in the packet. Touching on the details of the report, Mr. Weiner discussed year-to-date operating revenues, operating expenditures year-to-date, net operating loss, non-operating revenue and expenditures. Looking at the bottom line through July 31<sup>st</sup>, net revenue was better than the plan year-to-date.

## X. ADJOURNMENT:

The regular meeting was adjourned at 8:02pm. The next regular board meeting will be held at 6pm on Tuesday, September 28, 2021.

Submitted by: Richelle Riley, Recording Secretary



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**DATE:**               **October 26, 2021**

**MEMO TO:**       **Foothills Board of Directors**

**FROM:**             **Colin Insley, Director of Parks, Planning and Construction**

**SUBJECT:**       **Feeding Many Update**

The District has been working with Feeding Many by agreement since 2017. Feeding Many operates an orchard and community gardens at Weaver Creek Park in the Friendly Hills neighborhood. Feeding Many is a non-profit organization that supplies food to local food pantries and the community.

Dr. Shirl Smith will be updating the Board on operations and projects during this past year at the Feeding Many Orchard.



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**DATE:** October 26, 2021

**MEMO TO:** Foothills Board of Directors

**FROM:** Colin Insley, Director of Parks, Planning and Construction

**SUBJECT:** Waterstone Church – Sewer Easement Request

The Waterstone Church is developing a multi-family housing project called “Trail Head” near S. Alkire St. and W. Bowles Ave. As part of their development, they need to get an easement from the District to connect into the sanitary sewer that runs through our native area as part of Sgt. Timothy Mossbrucker Memorial Park.

Staff is requesting a fee of \$2,000 that will cover staff and legal counsel’s time. Waterstone Church will be responsible for returning the site back to original grade and reseeded to park staff’s satisfaction at the end of construction.

Attached to this memo, I have included the following documents:

- Vicinity Map
- Aerial showing the location of the easement
- Layout of the development
- Easement Agreement and Legal Description

Legal counsel has reviewed the agreement and staff is recommending approval.

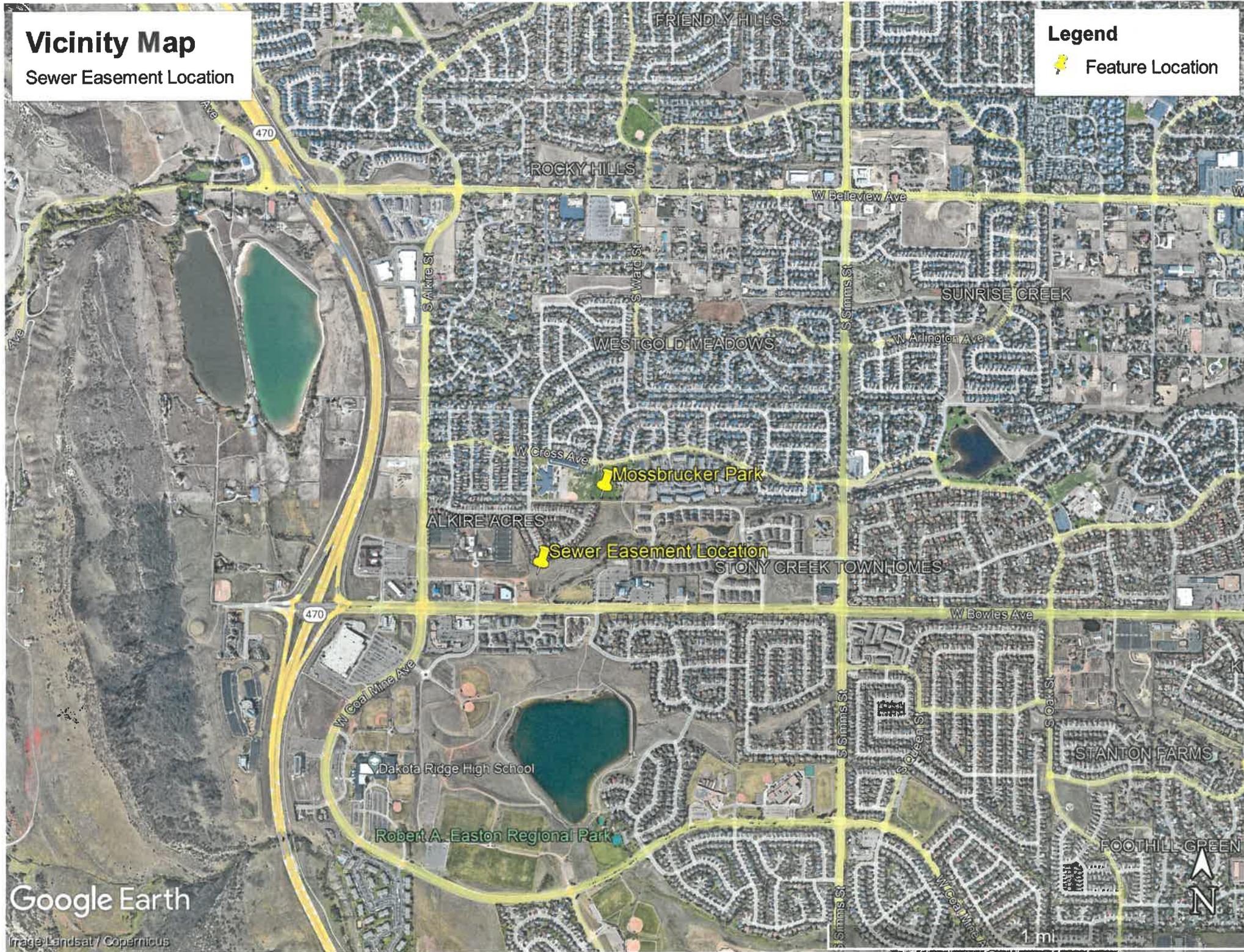
**MOTION:** I move that the Foothills Board of Directors approve the Easement Agreement with Waterstone Church for the purpose of installing a sewer connection at Sgt, Timothy M. Mossbrucker Memorial Park and further, authorize the Executive Director to execute the document.

# Vicinity Map

Sewer Easement Location

## Legend

 Feature Location



Google Earth

Image Landsat / Copernicus



S Alkire St

W Dorado Pl

W Dorado Pl

ALKIRE ACRES

S Youngfield Ct

S Xenon Ct

S Alkire St

W Ida Ave

W Ida Ave

S Zang St

S Youngfield Ct

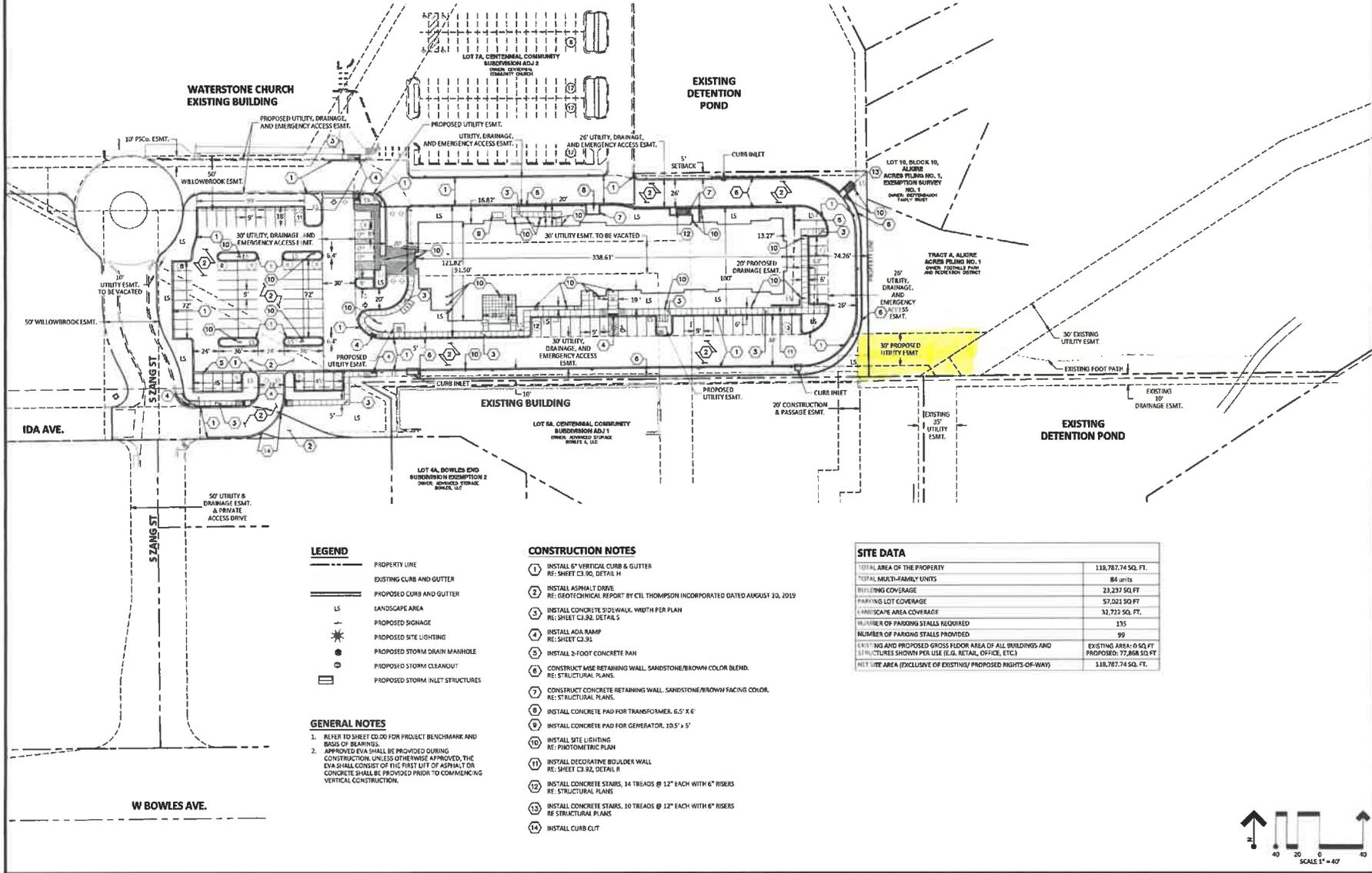
Subway

© 2021 Google

W Bowles Ave

# CENTENNIAL COMMUNITY CHURCH SUBDIVISION ADJUSTMENT 3, LOT 7A AND TRACT B CONSTRUCTION DOCUMENTS - TRAILHEAD COMMUNITY

LOCATED IN THE SOUTHWEST ONE-QUARTER OF SEC 17, T 5 S, R 69 W OF THE  
6TH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO



**LEGEND**

|  |                                 |
|--|---------------------------------|
|  | PROPERTY LINE                   |
|  | EXISTING CURB AND GUTTER        |
|  | PROPOSED CURB AND GUTTER        |
|  | LANDSCAPE AREA                  |
|  | PROPOSED SIGNAGE                |
|  | PROPOSED SITE LIGHTING          |
|  | PROPOSED STORM DRAIN MANHOLE    |
|  | PROPOSED STORM CLEANOUT         |
|  | PROPOSED STORM INLET STRUCTURES |

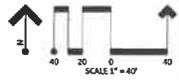
**GENERAL NOTES**

- REFER TO SHEET C010 FOR PROJECT BENCHMARK AND BASIS OF BEARINGS.
- APPROVED E.V.A. SHALL BE PROVIDED DURING CONSTRUCTION UNLESS OTHERWISE APPROVED. THE E.V.A. SHALL CONSIST OF THE FIRST LIFT OF ASPHALT OR CONCRETE SHALL BE PROVIDED PRIOR TO COMMENCING VERTICAL CONSTRUCTION.

- CONSTRUCTION NOTES**
- INSTALL 5" VERTICAL CURB & GUTTER  
RE: SHEET C3.90, DETAIL H
  - INSTALL ASPHALT DRIVE  
RE: GEOTECHNICAL REPORT BY CIL THOMPSON INCORPORATED DATED AUGUST 30, 2019
  - INSTALL CONCRETE STOL WALK WIDTH PER PLAN  
RE: SHEET C3.92, DETAIL S
  - INSTALL ADA RAMP  
RE: SHEET C3.91
  - INSTALL 2-FOOT CONCRETE PAD
  - CONSTRUCT MSE RETAINING WALL, SANDSTONE/BROWN COLOR BLEND.  
RE: STRUCTURAL PLANS
  - CONSTRUCT CONCRETE RETAINING WALL, SANDSTONE/BROWN FACING COLOR.  
RE: STRUCTURAL PLANS
  - INSTALL CONCRETE PAD FOR TRANSFORMER, 6.5' X 6'
  - INSTALL CONCRETE PAD FOR GENERATOR, 10.5' X 5'
  - INSTALL SITE LIGHTING  
RE: STRUCTURAL PLANS
  - INSTALL DECORATIVE BOULDER WALL  
RE: SHEET C3.92, DETAIL R
  - INSTALL CONCRETE STAIRS, 14 TREADS @ 12" EACH WITH 6" RISERS  
RE: STRUCTURAL PLANS
  - INSTALL CONCRETE STAIRS, 10 TREADS @ 12" EACH WITH 6" RISERS  
RE: STRUCTURAL PLANS
  - INSTALL CURB CUT

**SITE DATA**

|  |  |
|--|--|
| TOTAL AREA OF THE PROPERTY   | 118,787.74 SQ. FT.                                   |
| TOTAL MULTI-FAMILY UNITS   | 84 units   |
| BUILDING COVERAGE  | 23,237 SQ. FT.                                       |
| PARKING LOT COVERAGE   | 57,021 SQ. FT.                                       |
| LANDSCAPE AREA COVERAGE  | 32,732 SQ. FT.                                       |
| NUMBER OF PARKING STALLS REQUIRED  | 135  |
| NUMBER OF PARKING STALLS PROVIDED  | 99   |
| EXISTING AND PROPOSED GROSS FLOOR AREA OF ALL BUILDINGS AND STRUCTURES SHOWN PER USE (E.G. RETAIL, OFFICE, ETC.) | EXISTING AREA: 0 SQ. FT.<br>PROPOSED: 77,888 SQ. FT. |
| NET SITE AREA (EXCLUSIVE OF EXISTING/PROPOSED RIGHTS-OF-WAY)   | 118,787.74 SQ. FT.                                   |



**POINT**

POINT CONSULTING, LLC  
8400 W. WILLOWBROOK, SUITE 100  
DENVER, CO 80231  
720-258-8836  
www.point-llc.com  
CIVIL ENGINEERING  
LANDSCAPE ARCHITECTURE  
LAND SURVEYING

JEFFREY D. WATSON  
REGISTERED PROFESSIONAL ENGINEER  
NO. 1  
CIVIL ENGINEERING  
STATE OF COLORADO  
EXPIRES 12/31/2021

PREPARED UNDER  
SUPERVISION OF  
JEFFREY D. WATSON  
COLORADO  
REGISTERED PROFESSIONAL ENGINEER  
NO. 1  
CIVIL ENGINEERING  
STATE OF COLORADO  
EXPIRES 12/31/2021

CONSTRUCTION DOCUMENTS, JEFFERSON COUNTY, CO

Trailhead  
COMMUNITY

DESCRIPTION

100% CONSTRUCTION DOCUMENTS  
20% CONCEPT SITE PLAN  
30% CONCEPT SITE PLAN  
40% CONCEPT SITE PLAN  
40% CONCEPT SITE PLAN

DATE

02.14.2020  
03.14.2020  
04.17.2020  
04.30.2021  
05.11.2021

SITE PLAN JOB NO. 18.035

CS 1.10

## UTILITY EASEMENT AGREEMENT

**THIS EASEMENT AGREEMENT** (“Easement”) is made and entered into by and between **FOOTHILLS PARK & RECREATION DISTRICT**, a Title 32 Special District (“Grantor”) and **WATERSTONE CHURCH**, (“Grantee”).

### RECITALS

A. Grantee has requested, and Grantor is willing to convey an easement over a portion of real property owned by Grantor, legally described at Exhibit A, and generally depicted for illustrative purposes only, at Exhibit B, attached hereto and incorporated herein, (the “Easement Property”).

NOW THEREFORE, in consideration of the sum of TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00) and other good and valuable consideration, paid by the Grantee, the receipt and sufficiency of which are hereby acknowledged by Grantee, the parties hereby agree as follows:

### ARTICLE I: GRANT OF EASEMENT

1. In accordance with the terms herein, Grantor hereby grants to Grantee a nonexclusive, permanent easement over, under and across the Easement Property for the purpose of installing maintaining and using a storm drainage and sanitary sewer pipeline running east and south-east through the south-western corner of Grantor's property, together with all appurtenances and associated rights and privileges as are necessary or incidental to the reasonable and proper use of the Easement Property and Easement Improvements for the limited purposes stated.

### ARTICLE II: GENERAL PROVISIONS

1. Grantor shall not be liable to Grantee or any other person or entity whatsoever for any injury or damage to persons or property occasioned by reason of the use by Grantee, its contractors, subcontractors, or suppliers, of the Easement Property, failure to maintain the Easement Improvements, or by reason of any act or thing done or omitted to be done during the term of this Easement Agreement, by Grantee, its contractors, subcontractors, agents, employees, licensees, or invitees.

2. To the extent authorized by law, and without waiving any provisions of the Colorado Immunity Act, Grantee indemnifies and holds Grantor harmless from any and all loss or damage, including without limitation attorneys’ fees, sustained or incurred by Grantor or any third party resulting from any loss or injury or damage to any person or property related to the exercise of rights granted herein, or any act or thing done or omitted to be done during the term of this Easement, by Grantee, its contractors, subcontractors, agents, employees, permittees, or invitees. The obligations of Grantee hereunder shall survive termination of this Easement.

3. If either party determines that the other party is in violation of the terms of this Easement, (the “Alleging Party”), it shall give written notice of such violation and demand

corrective action sufficient to cure the violation. If the other party fails to, at its sole cost and expense, cure the violation within thirty (30) days after the receipt of the notice of such alleged breach, or under the circumstances where violations cannot reasonably be cured within such thirty (30) day period, if the other party fails to begin curing such violation within such thirty (30) day period and fails, at its sole cost and expense to continue diligently to cure such violation until finally cured, then the Alleging Party may institute a suit to enforce the terms of this Easement (including by specific performance) to enjoin the violation by injunction, and to recover any damages to which such party may be entitled for violation of the terms of this Easement. The prevailing party to any legal action brought to enforce the terms of this Easement that shall be entitled to all costs of suit, including, without limitation, reasonable attorney's fees.

4. Enforcement of the terms of this Easement will be at the discretion of the parties and any forbearance by either party to exercise its rights under this Easement will not be deemed or construed to be a waiver of such breach or of any subsequent breach of the same or any other term of this Easement or of any of the parties' rights under this Easement. No delay or omission by any party in the exercise of any right or remedy will impair such right or remedy or be construed as a waiver.

5. Grantor makes no representation, nor will Grantor be liable to Grantee with respect to any prior encumbrances which may affect title to any portion of the Easement Property, and this Easement is subject to all prior encumbrances, restrictions, rights, claims and interests; of record, or otherwise.

6. Grantor reserves the right to use and occupy the Easement for any purpose not inconsistent with the rights and privileges hereinabove granted and which would not interfere with Grantee's use thereof

7. Nothing granted hereunder is intended to convey or imply the approval of any federal, state, or local regulatory or governmental agency, including Jefferson County, with respect to any actions which Grantee may desire to take under the terms of this Easement. Grantee shall be solely responsible for obtaining any and all necessary permits or permissions from Jefferson County or any other applicable governing agency.

8. This Easement and the rights and duties of the parties hereunder shall be interpreted in accordance with the laws of the State of Colorado. Venue for any and all legal actions arising hereunder shall lie in the District Court in and for the County of Jefferson, State of Colorado,

9. This Easement shall run with the land and be binding upon and inure to the benefit of the parties, and their respective successors and assigns.

10. If any provision of this Easement is held to be illegal, invalid or unenforceable under present or future laws, such provisions shall be fully severable; this Easement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Easement; and the remaining provisions of this Easement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Easement. Furthermore, in lieu of such illegal, invalid or unenforceable

provision, there shall be added automatically as a part of this Easement a legal, valid, and enforceable provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible.

11. The Grantee shall have the obligation to restore the Easement Property to substantially the same condition as prior to the installation of the storm drainage and sewer improvements. The Grantor shall inspect the site during and after construction to make sure the Grantee has restored the area to original grade and seeding meets all Jefferson County and State MS4 Storm water standards and requirements. Grantee shall cure any insufficient restoration identified by the Grantor during such inspection. Grantor's inspection, however, does not impose any obligations on Grantor nor rid Grantee of any obligations regarding full compliance with local, State or Federal standards.

12. This written Easement constitutes the entire agreement of the parties. No provisions regarding the subject matter of this Easement, other than those expressly set forth in this Easement, will be of any force and effect. No modification, change or alteration of this Easement will be of any force or effect, unless in writing and signed by the parties.

13. The Grantor expressly reserves the right to assert all defenses and liability limitations set forth in the Colorado Governmental Immunity Act, or any successor act or provision.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Grantee:

\_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF COLORADO )  
 ) ss.  
COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2021, by \_\_\_\_\_ and \_\_\_\_\_, the \_\_\_\_\_ and \_\_\_\_\_, respectively of \_\_\_\_\_.

Witness my hand and official seal.

Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

Grantor:

FOOTHILLS PARK & RECREATION  
DISTRICT

By: \_\_\_\_\_  
Ronald Hopp

Title: Executive Director

STATE OF COLORADO )  
 ) ss.  
COUNTY OF \_\_\_\_\_)

The foregoing Easement Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021 by

\_\_\_\_\_ as \_\_\_\_\_  
of Foothills Park & Recreation District.

WITNESS my hand and official seal.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**Exhibit A**

**Easement Property Legal Description**

EXHIBIT A  
UTILITY EASEMENT DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF TRACT A, ALKIRE ACRES FILING NO. 1 RECORDED NOVEMBER 25, 1987 AT RECEPTION NO. 87142383 SITUATED IN THE SOUTHWEST ONE-QUARTER OF SECTION 17, TOWNSHIP 5 SOUTH, RANGE 69 WEST OF THE 6<sup>TH</sup> PRINCIPAL MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID TRACT A AND CONSIDERING THE WEST LINE OF SAID ALKIRE ACRES FILING NO. 1 TO BEAR N00°30'56"W WITH ALL BEARINGS HEREIN RELATIVE THERETO;

THENCE ALONG SAID WEST LINE, N00°30'56"W, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID WEST LINE, N00°30'56"W, A DISTANCE OF 30.00 FEET;

THENCE N89°29'28"E, A DISTANCE OF 109.26 FEET TO A POINT ON THE WEST BOUNDARY OF A 30' WILLOWBROOK EASEMENT RECORDED AT RECEPTION NO. 2005060466;

THENCE ALONG SAID WEST BOUNDARY, S56°51'03"W, A DISTANCE OF 41.95 FEET;

THENCE S33°08'57"E, A DISTANCE OF 20.72 FEET TO A POINT ON THE SOUTH LINE OF SAID TRACT A;

THENCE ALONG SAID SOUTH LINE, S89°29'04"W, A DISTANCE OF 23.75 FEET;

THENCE N33°08'57"W, A DISTANCE OF 11.96 FEET;

THENCE S89°29'28"W, A DISTANCE OF 54.90 FEET TO THE POINT OF BEGINNING.

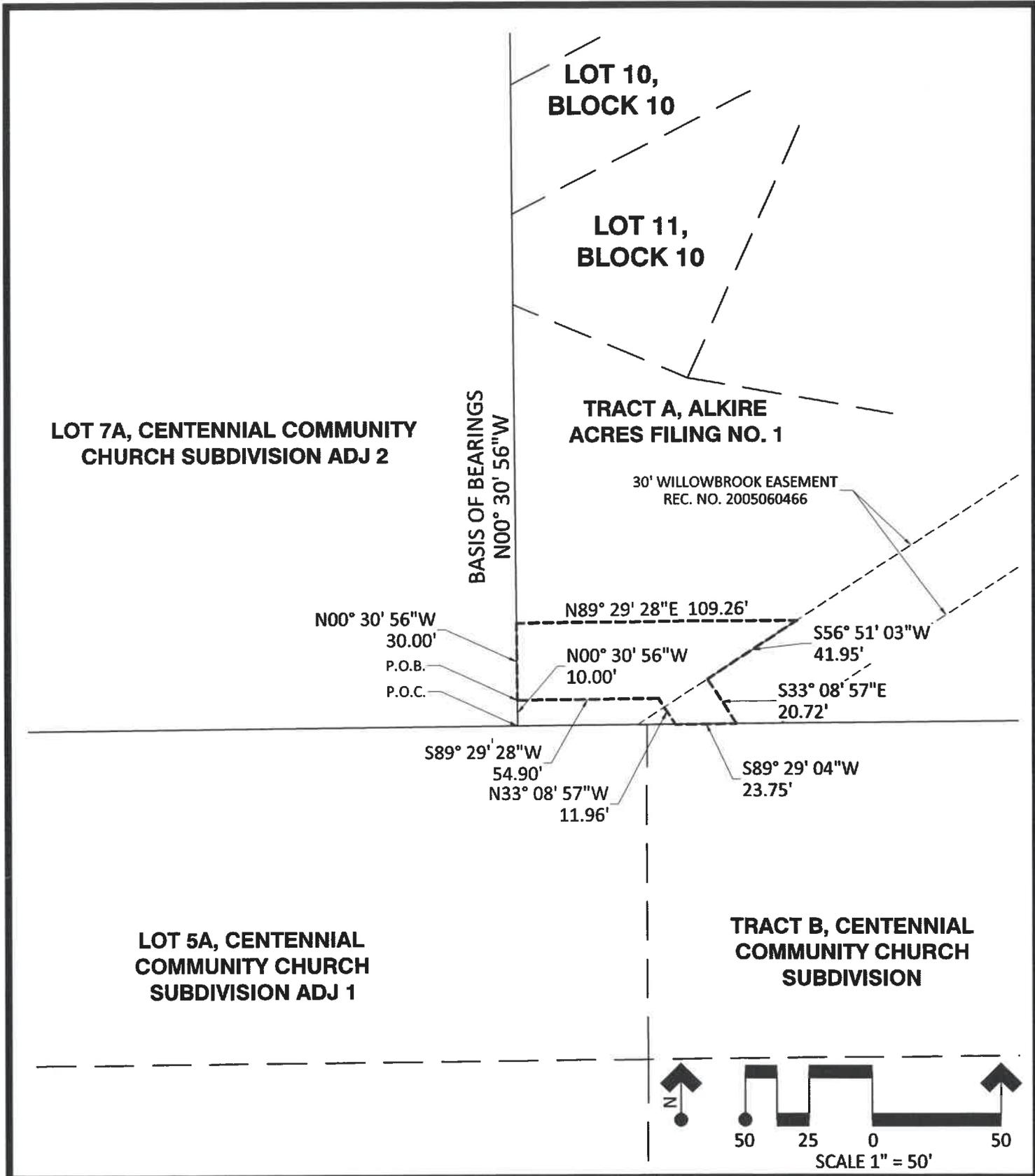
CONTAINING 2,874 SQUARE FEET OR 0.066 ACRES, MORE OR LESS.

CAMERON M. WATSON, PLS  
COLORADO LICENSE NUMBER 38311  
FOR AND ON BEHALF OF POINT CONSULTING, LLC  
8460 W KEN CARYL AVE, #101  
LITTLETON, CO 80128  
(720) 258-6836  
CWATSON@PNT-LLC.COM

|   |  |   |
|---|--|---|
| DATE<br>08.23.21<br>-<br>DESCRIPTION<br>ORIGINAL PREPARATION<br>- | DESCRIPTION<br><b>TRAILHEAD</b><br><br>LITTLETON, COLORADO |                |
| SHEET 1/2   | JOB NO. 18.035   | POINT CONSULTING, LLC 8460 W KEN CARYL AVE #101<br>LITTLETON, CO 80128 720-258-6836 www.pnt-llc.com |

**Exhibit B**

**Easement Property Depiction**



DATE  
08.23.21  
-  
DESCRIPTION  
ORIGINAL PREPARATION  
-  
SHEET 2/2

EXHIBIT  
**TRAILHEAD**  
LITTLETON, COLORADO  
JOB NO. 18.035



POINT CONSULTING, LLC 8460 W KEN CARYL AVE #101  
LITTLETON, CO 80128 720-258-6836 www.pnt-llc.com



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:**           **October 26, 2021**

**MEMO TO:**       **Foothills Board of Directors**

**FROM:**           **Ronald Hopp, Executive Director**

**SUBJECT:**       **Owner's Representative Contract**

Tom Woodard, Dennis Weiner and I have solicited proposals and have interviewed individuals for consideration for an Owner's Representative. As a result of this process, we have decided on an individual who we think is a good fit for this project and we feel would be excellent to work with.

The reasons we feel an Owner's Representative is necessary and beneficial for this project are as follows:

- This is the most significant capital project that the District has performed in nearly 20 years.
- The District used an Owner's Rep for other significant vertical projects in the past including the Peak, Ridge and the Edge and had good success as a result.
- Though we have significant staff experience related to park and trail project management, our staff experience related to a significant building/vertical project requires additional expertise. In addition, the members of the clubhouse committee all have many other responsibilities and cannot dedicate their full attention to the construction project.
- This project is extremely important for the District, our golfing constituents and the broader District community. Investing a small percentage of the overall projects will help ensure the success of this project.
- Utilizing an Owner's Rep will assist the District in managing the budget/overall cost of the project, and will likely result in recouping a portion of the costs of an Owner's Rep with identified savings and efficiencies throughout the project.

Examples of Pre-construction services that would be provided are as follows:

- Review existing conditions & documents (schedules, budgets, site visit)
- Oversight of entitlements, and governmental approvals
- Review/negotiate consultant agreements
- Design Development - oversee and manage design progress
- Staff meetings

- Construction bidding & GMP negotiations
- Generate and update complete project budget (hard and soft costs)
- Review monthly invoices, update budget, submit monthly draw package
- VE Effort, final design
- Building Permit coordination
- Temporary facilities assistance and coordination
- Misc. - unforeseen issues

Construction Administration services would include:

- Staff and Board updates as necessary
- Budget tracking
- Coordination
- OAC meetings
- Invoice review
- Site walks
- Change order review
- Furniture, Fixtures and Equipment assistance
- Signage assistance

The representative we would like to hire is Mr. Todd Goulding with Goulding Development Advisors. Mr. Goulding has had extensive experience with construction projects and development with both public and private clients. His accomplishments include golf related projects as well as a myriad of other public and private projects, ranging in value from hundreds of thousands to hundreds of millions of dollars.

Mr. Goulding's hourly rate is \$165 and he has provided an estimate of hours needed to provide the necessary services for this project. As a result, the contract reflects a monthly rate of \$3200 for seven months of pre-construction services and a monthly rate of \$8000 for 12 months of construction administration. The total amount would be \$118,400 if these timelines remain accurate. We have been working with Paul Rufien to finalize the contract and have attached the draft agreement for your review and consideration. Mr. Goulding will primarily be involved with the Foothills Golf Course Clubhouse project, but is willing to assist with the pools project as well.

Mr. Goulding will be present at the board meeting if you have any questions for him.

**MOTION:** I move that that the Foothills Board of Directors approve the agreement with Goulding Development Advisors to provide Owner Representative Services for the Foothills Golf Course Clubhouse subject to staff and legal counsel approval.

## OWNER'S REPRESENTATIVE AGREEMENT

THIS OWNER'S REPRESENTATIVE AGREEMENT (this "**Agreement**") is dated as of \_\_\_\_\_ (the "**Effective Date**") by and between Foothills Park and Recreation District, a quasi-municipal corporation and special district of the State of Colorado ("**Client**"), and Goulding Development Advisors, LLC (the "**Representative**") (each a "**Party**" and collectively the "**Parties**").

### RECITALS

#### WHEREAS

- A. The Client has initiated work located in Jefferson County, Colorado, for demolition of existing building and improvements and construction of a new "Foothills Golf Course Clubhouse." (the "**Project**"); and
- B. The Client has engaged Johnson Nathan Strohe as the "Architect of Record" for the Project; and
- C. The Client is currently in the process of seeking bids and proposals for a Construction Manager/General Contractor ("**CM/GC**") for the Project; and
- D. Client desires to engage Representative to serve as the Owner's Representative on the Project, including coordination with the Architect of Record and the CM/GC, and to provide all the services set forth in herein and incorporated by this reference, and as further detailed in this Agreement (the "**Services**"); and
- E. Representative desires to perform the Services, and has the capability and capacity to do so.

### AGREEMENT

**NOW, THEREFORE**, in consideration of the mutual agreements contained herein, Client and Representative hereby agree as follows, intending to be legally bound:

#### 1. Owner's Representation Services.

Subject to Client's full performance under this Agreement, Client hereby engages Representative to act as Client's Owner's Representative with respect to the Project and to perform the Services provided for hereunder during the term of this Agreement; and Representative hereby accepts such engagement. In carrying out its obligations under this Agreement, Representative shall perform the following activities as an advisor. Unless otherwise approved by Owner, the Services shall be performed by Todd Goulding and shall be as follows:

- (a) Representative shall exercise commercially reasonable efforts to confirm that the construction and development on the Project are being carried out in accordance with the Project budgets and substantially within the time allocated under the progress schedule prepared by the CM/GC, or other Client personnel designated by Client. Representative shall promptly notify Client if (i) Representative discovers that the Project costs will exceed the total Project costs shown in the then-current Project budget, (ii) Representative learns of any material fact or circumstance which

may cause the construction or development not to be completed in accordance with and pursuant to the deadlines set forth in the then current Project schedule for such construction and development, or (iii) Representative learns of any actual or proposed change orders, amendments, modifications or deviations to or from the Project plans and specifications, Project schedules or Project budgets (“**Project Deviations**”).

- (b) In accordance with Sections 3(a) and 3(b), Representative shall advise Client regarding the impact of any proposed Project Deviations as to cost and schedule and the feasibility and necessity of any Project Deviations, it being understood that adherence to Project budgets and Project schedules are of utmost importance to Client. Consistent with the foregoing, Representative shall communicate to the designated Client personnel that Project Deviations shall not be approved, incorporated or implemented until Representative has had the opportunity to review and discuss such Project Deviations with Client and Client has approved such Project Deviations. In the event any such Project Deviation necessitates a “Change Order” under any contract with the CM/GC, Representative shall assist in the Change Order process, but shall not approve any such Change Orders or otherwise bind Client in any manner without obtaining the prior written consent of Client.
- (c) Representative shall periodically report to Client at a schedule to be determined and adjusted by Client and Representative as the Project dictates, regarding the performance of (i) the CM/GC under any applicable construction contracts (ii) any and all contractors, subcontractors, professionals and consultants employed in connection with the Project.
- (d) Representative shall advise Client regarding the negotiation and administration of all contracts with the Architect of Record, CM/GC, applicable subcontractors or any other contracts for the Project.
- (e) Representative shall review any administrative and financial controls for the Project that are required.
- (f) Representative shall report to Client regarding the efforts of the CM/GC and other designated Client personnel to apply for and maintain in full force and effect any and all governmental permits and approvals required for the Project.
- (g) Representative shall report to Client regarding whether or not the CM/GC and other designated Client personnel are complying with all terms and conditions applicable to the Project contained in any governmental permit or approval required or obtained for the Project, or in any insurance policy affecting or covering the Project or in any surety bond obtained in connection with the Project.
- (h) Representative shall report to Client regarding the progress of the construction and development of the Project, including that the materials and labor being furnished in connection with the construction of the Improvements have been supplied or completed in a good and workmanlike manner and that all work is performed in a first-class manner and in compliance with all laws and the Project Agreements and permits affecting the Project.
- (i) Representative shall report to Client regarding whether or not the appropriate parties under all applicable contracts have obtained and are maintaining, in full force and effect, insurance coverage with respect to the Project, the CM/GC, designated Client personnel, Representative

and their respective employees, officers, directors, managers, members, shareholders and partners as may be prescribed by the applicable contracts and law.

- (j) Representative shall assemble and retain all contracts, agreements and other records and data as may be necessary to carry out Representative's functions hereunder.
- (k) Representative shall notify Client promptly of any lawsuits, condemnation proceedings, rezoning or other governmental order or action or any threat thereof that becomes known to Representative that might adversely affect the Project or any interest of Client therein.
- (l) Representative shall report to Client as to whether or not the CM/GC, or other applicable Project Personnel, as applicable, causes to be paid, on behalf of Client and/or the Project, all taxes, assessments, and other impositions applicable to the Project. Representative shall, upon the request of Client, to the extent reasonably practicable, verify all taxes and assessments and upon request by Client (subject to the terms of the Project Agreements) assist the GC and other applicable Project Personnel in trying to reduce such taxes and assessments;
- (m) Representative shall report to Client as to whether or not the CM/GC and other designated Client personnel, as applicable, are complying with the applicable contracts in entering into and overseeing the performance of maintenance and utility contracts for the Project, including contracts for electricity, fuel, water, telephone, or rubbish hauling, and other similar services;
- (n) In accordance with Section 4.1, Representative shall hire and retain solely as employees of Representative and not as employees of Client, such personnel as Representative reasonably determines is necessary or desirable to perform properly Representative's functions and obligations hereunder; provided, however, Representative shall remain the primary person performing the services hereunder and any such employees shall be under the direct supervision and control of Representative, and Representative shall be solely responsible for any acts or omissions of any such personnel;
- (o) Representative shall report to Client as to whether or not the GC or other Project Personnel, as applicable, notifies Client's general liability insurance carrier and Client of any personal injury or property damage occurring to or claimed by any third party on or with respect to the Project and, thereafter, forwards to the carrier any summons, subpoena, or other like legal document served upon Client relating to actual or alleged potential liability of Client or the GC, with copies to Client of all such documents;
- (p) Representative shall use commercially reasonable efforts to comply with and to cause the Project to comply with all laws, ordinances, orders, rules, regulations and requirements from time to time in effect of all federal, state and local governments, courts, departments, commissions, boards and offices, any national or local Board of Fire Underwriters or Insurance Services Offices having jurisdiction over the Project or Representative's obligations hereunder or any other governmental agency or resource agency having jurisdiction over the Project. Representative shall provide Client with copies of any notice of alleged violation of such laws received by Representative;
- (q) Representative will review monthly and final applications for payment from the GC and advise Client as to the accuracy of such, confirm that the amounts requested, and the work shown as having been completed during such period appear to be correct;

- (r) Representative will attend on Client's behalf walkthrough meetings with the CM/GC as deemed necessary by the Client with Representative's input.
- (s) Representative shall perform on behalf of Client any and all other services and responsibilities of Representative which are set forth in any other provision of this Agreement or which are reasonably requested by Client with respect to the development and construction of the Project pursuant to this Agreement and which are within the general scope of the services of Representative described herein; and
- (t) Representative shall meet with Client at such times as Client may reasonably request to review progress of the Project, receive directions consistent with this Agreement or review any other matter related to the Project or the services performed by Representative hereunder.

2. Updates and Changes to Project Budgets and Plans and Specifications.

- (a) Updates of Project Budgets. Representative shall be responsible for notifying and providing analysis and recommendations to Client with respect to any proposed updates to the Project budgets submitted by the CM/GC or other designated Client personnel. Representative shall be available to meet with the CM/GC or designated Client personnel to discuss any such proposed updates.
- (b) Revisions of Plans and Specifications. Representative shall be responsible for notifying and providing analysis and recommendations to Client with respect to any material proposed modifications to any plans and specifications for any phase of the Improvements submitted by the CM/GC or other designated Client personnel. Representative shall be made available to meet with Client, the CM/GC and other designated Client personnel, as applicable, to discuss any such proposed modifications. Representative shall review any such modifications for compliance with any applicable zoning and other governmental codes or regulations applicable to the development of the Project.

3. Personnel; Representation Fee.

- (a) Personnel. While Todd Goulding shall at all times be the primary designee of Representative, additional personnel of Representative may be designated for the oversight of the development of the Project as may be needed for the orderly and expeditious operations of the Project. Such personnel, who may be located both on-site and off-site, shall be employees of Representative only. Representative shall be responsible for paying the costs of all such employees. Representative shall be responsible for complying with all laws, regulations and collective bargaining agreements affecting such employment, including the provision of any benefits or compensation required by statute or contract, provided that Representative shall not enter into any collective bargaining agreement or employment contract affecting the benefits or compensation of such employees without the prior approval of Client, with such approval to be in the sole and absolute discretion of Client.
- (b) Illegal Aliens. Contractor certifies that it shall comply with the provisions of C.R.S. § 8-17.5-101, et seq., or as it may be amended from time to time during the term of this Agreement.

- (i) Contractor shall not knowingly employ or contract with an illegal alien to perform any work related to Contractor's performance under this Agreement.
- (ii) Contractor hereby certifies that it will participate in the Electronic Employment Verification Program ("E-Verify Program"), or Employment Verification Program established pursuant to requirements of C.R.S. § 8-17.5-102 (5)(c) ("Verification Program"), which may be collectively referred to as the "Employment Verification Program", in order to confirm the employment eligibility of all of its employees who are hired to work in the United States since the effective date of this Agreement and who will provide services to District under this Agreement ("Newly Hired Employees").
- (iii) Contractor represents, warrants and agrees that Contractor has verified the employment eligibility of its newly Hired Employees through participation in either of the Employment Verification programs.
- (iv) Contractor agrees that all screening of job applicants is to be completed through the Employment Verification Programs prior to the commencement of performance under this Agreement.
- (v) If Contractor obtains actual knowledge regarding employment of or contracts with an illegal alien, Contractor shall notify the District within three (3) days that Contractor has actual knowledge of employing or contracting with an illegal alien.
- (vi) If Contractor participates in the Verification Program, it shall (i) notify the District of the participation, and (ii) within twenty (20) days after hiring the Newly Hired Employee, provide written, notarized copy of an affirmation to Owner pursuant to requirements of C.R.S. § 8-17.5-102(5)(c)(II) stating that Contractor has examined the legal status of the Newly Hired Employee.
- (vii) Contractor shall comply with any reasonable request by the Colorado Department of Labor made in the course of an investigation that the Department is undertaking pursuant to Colorado law.
- (viii) If Contractor violates any provision of this Part 10 required pursuant to C.R.S. § 8-17.5-101, et seq., District may terminate this Agreement immediately and Contractor shall be liable to the District for actual and consequential damages of the District resulting from such termination. The District shall also report such violation by Contractor to the Colorado Secretary of State as required by law if a court makes such a determination.

#### 4. Representation Fee.

- (a) Fee. For the performance of Representative's Services under this Agreement, Client shall pay Representative a fee in the amount of \$3,200.00 per month for preconstruction and \$8,000.00 per month for Construction Administration. The estimated duration of the preconstruction services is 7 months and the estimated duration of the construction is 12 months.
- (b) Billing and Payment. In the agreement to eliminate the need for a retainer, Representative shall bill on a monthly basis. Such monthly billings shall reflect Representative's time devoted to the

Services as directed by Client. Representative shall not devote time to the Services not directed or approved by Client. Client shall pay monthly invoices within 30 days of receipt of Representatives proper monthly billing. Any late payments shall incur interest at the rate of 1.5% monthly.

**5. Term.**

The initial term of this Agreement shall commence upon the Effective Date and expire on December 31, 2021. Client has sufficient funds available for the payment of all Representative Fees to be incurred during 2021. During the Client's 2022 budget process, it shall designate and appropriate sufficient funds for the payment of all Representative Fees to be incurred during 2022. Upon the adoption of the 2022 budget, the term of this Agreement shall automatically extend through December 31, 2022. If any Services are to extend into 2023, extension of the term shall come through the budget process and appropriations for 2023. The Term may be terminated in accordance with Section 23 below.

**6. Independence of the Services.**

In rendering the Services hereunder, Representative shall be acting as an independent contractor and not as a partner, joint venture, employee or agent of Client. As an independent contractor, Representative shall not have any authority, express or implied, to commit or obligate Client in any manner whatsoever, except as specifically authorized from time to time in writing by Client, which authorization may be general or specific. Nothing contained in this Agreement shall be construed or applied to create a partnership.

**7. Ownership of Information and Materials.**

Representative shall, upon completion of Representative's services or any earlier termination of this Agreement, deliver to Client all books and records and written financial or accounting data and information prepared by, or supplied to Representative by Client, or other Project Personnel, or any of their contractors or agents, which information, for purposes of this Agreement, shall at all times be the property of Client. Representative shall also be required to deliver to Client any drawings, plans, books, records, contracts, agreements and other documents and writings in its possession developed or obtained while performing the Services.

**8. Limitation on Authority of Representative.**

Notwithstanding anything to the contrary in this Agreement, Representative is not an agent of Client and shall have no right or authority, express or implied, to take any action, make any decision or approve any matter by or on behalf of Client or the Project, or to commit or otherwise obligate Client, the Project in any manner whatsoever except to the extent specifically authorized in writing by Client. For the avoidance of doubt, Representative shall have no authority to direct the GC, or other Project Personnel and/or any party and Representative's sole function shall be to advise and consult with Client and, at Client's direction, the GC or other designated Project Personnel.

**9. Representative Assumes No Liability.**

Representative assumes no liability whatsoever for any acts or omissions of Client. Representative assumes no liability for any failure of or default or negligence or willful misconduct by any consultant, contractor, subcontractor, material supplier or other party with whom Representative or Client enters into an agreement pursuant to the term of this Agreement or otherwise provides services, labor or

materials with respect to the Project. Further, Representative assumes no liability for violations of environmental or other regulations whether known or previously unknown which may become known during or subsequent to the period this Agreement is in effect, unless such violations are the result of Representative's bad faith, gross negligence or willful misconduct or Representative's acting clearly outside the scope of its authority on or after the Effective Date. Representative assumes no liability for any contracts entered into by Client.

#### **10. Warranty; Limitation of Liability; Indemnity.**

- (a) **No Warranty.** Client understands and agrees that Representative's duty to Client arises out of this contract and not as a result of any independent duty.
- (b) **Limitation of Liability.** To the fullest extent permitted by law, the Parties agree to limit their respective liability to each other their respective employees, shareholders, directors agents and affiliates for any and all claims, losses, costs, damages of any nature whatsoever or claims or expenses from any cause or causes, including attorneys' fees and all associated legal costs, so that the total aggregate liability of either Party shall not exceed 50% of the total fees paid by Client to Representative, exclusive of reimbursables charged by Representative. Further, neither Client nor Representative shall bear any liability to the other for loss of production, loss of profits or business or any other indirect, special, punitive or consequential damages.
- (c) **Indemnity of Representative.** Client agrees as follows: (1) to the extent permitted by law, to indemnify, hold and save Representative, its officers, directors, members, partners, shareholders, employees and the successor and assigns of each of them (each an "**Representative Indemnified Party**") free and harmless from all expenses, claims, liabilities, losses, judgments or damages or injury of any kind or nature whatsoever, including reasonable attorneys' fees and costs (collectively, "**Claims**"), which Representative or any Representative Indemnified Party may suffer or incur in connection with any matter arising out of or incidental to (a) any act performed or omitted to be performed by Client in connection with this Agreement; (2) to retain legal to defend promptly and diligently, at Client's sole expense, any claim, action or proceeding brought against any Representative Indemnified Party or Client, jointly or severally, arising out of or in connection with any of the foregoing. Notwithstanding the foregoing, Client shall not be required to indemnify any Representative Indemnified Party for any Claims made or asserted for damages of any kind or nature suffered as a result of fraud, bad faith, negligence or willful misconduct on the part of such Representative Indemnified Party or any other Representative Indemnified Party, or for acts outside the scope of authority of such Representative Indemnified Party under or pursuant to this Agreement.
- (d) **Indemnification of Client.** Representative shall and does hereby indemnify and save Client, its officers, directors, members, partners, shareholders, employees and the successor and assigns of each of them (each an "**Client Indemnified Party**") free and harmless from all Claims arising by reason of any fraud, bad faith, willful misconduct or gross negligence of Representative or any Representative Indemnified Party or for acts outside the scope of authority of such Client Indemnified Party under or pursuant to this Agreement.
- (e) **Survival.** It is expressly understood and agreed that the foregoing provisions of this section shall survive the termination of this Agreement.

#### **11. Termination and Suspension.**

- (a) For Cause. Either party may terminate this Agreement immediately on written notice of a material breach hereof by the other party. For purposes of this paragraph, “cause” shall be deemed to mean either (1) negligent actions or omissions relating to the performance of the non-terminating Party’s obligations hereunder, (2) fraud or willful misconduct of the non-terminating Party in relation to the other Party, such other Party’s business or the performance of the non-terminating party’s obligations hereunder, (3) a casualty or condemnation affecting the Property or the Project and the decision of Client not to continue the Project, (4) the non-terminating Party becoming insolvent, filing for bankruptcy, entering into receivership or similar financial difficulty, or (5) Client’s failure to timely pay Representative’s invoices, after a 5-day cure period afforded Client to become current in all payments.
- (b) Without Cause. Client may terminate this Agreement upon providing ten (10) business days’ prior written notice to the other party.
- (c) Duties Owed. In the event of termination under this section:
  - (i) Client shall remain obligated to pay Representative for all time and expenses accrued up to the date of such termination;
  - (ii) Representative shall promptly deliver to Client or Client’s appointed agent: (1) Any balance of Client funds held by Representative in relation to the Project, if any; and (2) All written data and materials belonging to Client and other papers or documents that pertain to the business or affairs of the Project
- (d) Suspension. Either Party may suspend the Services at any time, without penalty, provided that, notwithstanding Section 12(a), above, Representative shall only be allowed to suspend the Services in relation to Client’s failure to timely pay Representative’s invoices, until such time as payment has been made.

## **12. Insurance.**

- a. Representative’s Insurance. Unless otherwise agreed to in writing, during the term of this Agreement, Representative shall maintain the following insurance coverage:
  - (i) Commercial general liability (“CGL”) insurance for claims for personal injury, death, property damage or third party or public liability, claims of an amount not less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate.
  - (ii) Automobile liability insurance, where licensed vehicles (owned, leased, or rented) are used in the performance of the Services, in an amount not less than \$500,000.00 inclusive per occurrence; and
- b. Client’s Insurance. Unless otherwise agreed to in writing, during the term of this Agreement, Client shall maintain the following insurance coverage:
  - (i) Commercial general liability (“CGL”) insurance for claims for personal injury, death, property damage or third party or public liability, claims of an amount not less than \$2,000,000 per occurrence with no aggregate limit.

- (ii) Automobile liability insurance, where licensed vehicles (owned, leased, or rented), in an amount not less than \$2,000,000 inclusive per occurrence; and
  - (iii) Builder's Risk insurance on the Project, in an amount sufficient to cover the Project value at a minimum of 90% completion.
- c. Proof of Insurance. Upon request, each Party shall provide proof of insurance in the form of one or more certificates of insurance upon request of the other Party.

**13. Notices.**

All notices, consents and other communications under this Agreement shall be in writing and shall be deemed to have been duly given when (a) delivered by hand with signed delivery receipt requested, (b) sent by telecopier or e-mail (with receipt confirmed), provided a copy is mailed on the same day by registered mail, return receipt requested, or (c) received by the addressee, if sent by U.S. Mail or Express Mail, Federal Express or other express delivery service (receipt requested), in each case to the appropriate addresses, telex numbers and telecopier numbers set forth below (or to such other addresses, telex numbers and telecopier numbers as a party may designate as to itself by notice to the other):

**If to Client:**

Foothills Park & Recreation District  
Attn: Ronald Hopp, Executive Director  
6612 S Ward Street  
Littleton, CO 80127  
rhopp@fhprd.org

**If to Representative:**

Goulding Development Advisors, LLC  
c/o Todd Goulding  
PO Box 2308  
Edwards, CO 81632  
tgoulding@gda-co.com

#### 14. Confidentiality.

- (a) During the term of this Agreement, Client, the GC or other Project Personnel (the “**Disclosers**”) may provide Representative with confidential, non-public and/or proprietary information concerning the Disclosers and the Project (“**Confidential Information**”).
- (b) Representative promises never to use or disclose any Confidential Information before it has become generally known through no fault of Representative or its agents or employees. Representative agrees that this covenant shall survive the termination of this Agreement.
- (c) When the term of this Agreement expires, Representative shall promptly destroy or deliver to Client all documents, data, manuals, letters, notes, reports, electronic mail, recordings, or other property of or pertaining to the Project and/or any of the Disclosers.
- (d) This section shall survive the expiration or termination of this Agreement for any reason. Representative agrees that, if it violates any of the provisions of this section, Client shall be entitled to, in addition to all other remedies available to it, an injunction to be issued by any court of competent jurisdiction restraining Representative from committing or continuing any such violation, without the need to prove the inadequacy of money damages or post any bond or for any other undertaking. In addition, Representative agrees to reimburse to Client all costs and expenses (including reasonable attorney’s fees and disbursements) incurred by Client in enforcing the terms and conditions hereof.

#### 15. No Press Releases.

No press release or other public disclosure may be made by either Representative or any of its respective agents concerning this Agreement without the prior written consent of Client.

#### 16. General Provisions.

- (a) Terms. Definitions in this Agreement apply equally to both the singular and plural forms of the terms defined. Whenever the context may require, any pronoun shall include the corresponding masculine, feminine and neuter forms. All references herein to Sections shall be deemed to be references to Sections of this Agreement unless the context shall otherwise require. The words “include,” “includes” and “including” shall be deemed to be followed by the phrase “without limitation” unless such phrase already appears. The terms “herein,” “hereof” and “hereunder” and other words of similar import refer to this Agreement as a whole and not to any particular section, paragraph or subdivision.
- (b) Applicable Law and Jurisdiction. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Colorado, and the parties agree to submit to the exclusive jurisdiction of the District Court of Jefferson County, Colorado.
- (c) Assignment and Subcontracts. Representative shall have no right, power, or authority to assign this Agreement, or any portion hereof or any monies due or to become due hereunder, or obligations arising hereunder, either voluntarily, involuntarily or by operation of law, without the prior written approval of Client, which Client may withhold in its sole discretion. Any subcontract of Representative’s obligations or any part thereof shall not be construed to make Client a party to such subcontract or to expose Client to any claims or liabilities arising thereunder.

- (d) No Third-Party Beneficiary. Parties agree that the terms, conditions and benefits of this Agreement are for and between them only. There is no intended third-party beneficiary to this Agreement.
- (e) Severability. If any provision of this Agreement is held to be invalid, as applied to any fact or circumstance, such invalidity shall not affect the validity of any other provision hereof or the validity of such provision as applied to any other fact or circumstance.
- (f) Captions. All captions contained in this Agreement are for convenience of reference only and shall not be considered in any way in connection with the interpretation or enforcement of any provision of this Agreement.
- (g) Amendment of Agreement. This Agreement may only be amended in writing, in whole or in part, at any time and only by the prior approval of Client and Representative. No provision of this Agreement may be waived except by a writing signed by the party to be charged therewith.
- (h) Binding Effect. Except as herein otherwise provided, this Agreement shall be binding upon, and inure to the benefit of, Client and Representative and their respective successors and assigns. Except as provided in the immediately preceding sentence, no provision of this Agreement shall be applied for the benefit of, or be enforceable by, any Person who is not a party to, or authorized assignee of, this Agreement.
- (i) Force Majeure. No failure or omission by the parties hereto in the performance of any obligation of this Agreement will be deemed a breach of this Agreement or create any liability if the same will arise from any cause or causes beyond the control of the parties, including, but not limited to, the following: acts of God; acts or omissions of any government; any rules, regulations or orders issued by any governmental authority or by any officer, department, agency or instrumentality thereof; fire; flood; storm; earthquake; accident; war; rebellion; insurrection; riot; and invasion. Performance under this Agreement shall resume when the affected party or parties are able to substantially perform that party's duties.
- (j) Independent Legal Advice. Each of the parties declares that they have carefully read this Agreement and that they understand and agree to its terms. Further, each of the parties acknowledges that they have executed this Agreement after receiving prior independent legal advice, or after having the opportunity to seek and obtain independent legal advice and waiving that right.
- (k) Electronic Execution and Counterparts. This Agreement may be executed electronically, and in one or more counterparts, transmitted to the Parties via facsimile or electronically, each of which so executed and delivered shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

**17. Entire Agreement**. This Agreement embodies the entire agreement and understanding among the parties hereto relating to the Project and the obligations of the parties hereto and supersedes all prior agreements and understandings among them with respect thereto.

**SIGNATURES ON NEXT PAGE**

**IN WITNESS WHEREOF, CLIENT AND REPRESENTATIVE HERETO HAVE EXECUTED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.**

| <b>CLIENT:</b>   |  | <b>REPRESENTATIVE:</b>  |               |
|--|--|---|---------------|
| Foothills Park and Recreation District,<br>a Colorado special district |  | Goulding Development Advisors, LLC, a Colorado<br>limited liability company |               |
| Signed:  |  | Signed:   |               |
| Name:  |  | Name:   | Todd Goulding |
| Title:   |  | Title:  | Principal     |



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** October 26, 2021

**MEMO TO:** Foothills Board of Directors

**FROM:** Ronald Hopp, Executive Director

**SUBJECT:** Vineyard Town Square Metropolitan District Consent Resolution

There is a proposed development south of Highway 285 on the west side of C-470 and Quincy Ave. that is also forming a metropolitan district called Vineyard Town Square Metropolitan District. As part of their service plan, they would like to include park and recreation powers in order to provide certain services to the residents of the sub-division, including landscape maintenance, that will not duplicate regional park and recreation services currently provided by the Foothills Park & Recreation District.

At the request of Jefferson County and the developer, a consent resolution would need to be approved by the Foothills Board of Directors allowing park and recreation powers as part of their service plan so that they can provide landscape maintenance. The boundaries of the development are already within our District so there will not be a detrimental impact on tax revenues to the District if they are provided a consent resolution. A vicinity map and a map of their development is included.

Paragraph seven of the consent resolution was added to address park credits, in the event that would be applicable. The County, developer and our legal counsel have reviewed the document. A copy of the consent resolution is attached for the Board's review.

**Recommendation**

Staff recommends approval of the consent resolution.

**MOTION:** I move that the Foothills Board of Directors approve Resolution No. 21-008 consenting to the Consent Resolution for the Vineyard Town Square Metropolitan District.

FOOTHILLS PARK & RECREATION DISTRICT  
OVERLAP CONSENT RESOLUTION  
FOR  
VINEYARD TOWN SQUARE METROPOLITAN DISTRICT  
(TO BE KNOWN AS THREE HILLS METROPOLITAN DISTRICT)

WHEREAS, Foothills Park & Recreation District (“Foothills”) is a quasi-municipal corporation and political subdivision of the State of Colorado, organized pursuant to Title 32, Article 1, Colorado Revised Statutes; and

WHEREAS, Section 32-1-107(2), C.R.S., provides that no special district may be organized wholly or partly within an existing special district providing the same service; and

WHEREAS, Section 32-1-107(3)(b)(IV), C.R.S., provides that an overlapping special district may be authorized to provide the same service as the existing special district if, among other requirements, the Board of Directors of the existing special district consents to the overlapping special district providing the same service; and

WHEREAS, the Amended and Restated Service Plan for Vineyard Town Square Metropolitan District (to be known as Three Hills Metropolitan District) proposes the provision of certain park and recreation services by Vineyard Town Square Metropolitan District, including landscape maintenance for the benefit of its taxpayers, residents, and the general public within a service area that will overlap the boundaries of Foothills, thus requiring Foothills’ consent; and

WHEREAS, the proposed Vineyard Town Square Metropolitan District park and recreation services are anticipated to consist of open space and landscape improvements; and

WHEREAS, the park and recreation services proposed for construction by Vineyard Town Square Metropolitan District will not duplicate regional park and recreation services provided by Foothills, and, accordingly, Three Hills desires the consent of Foothills to provide for the improvements referenced above; and

WHEREAS, Foothills’ consent is expressly conditioned upon Vineyard Town Square Metropolitan District, or its developer, not receiving any park credits from Jefferson County, Colorado other than a park land dedication credit for 0.34 acres of land as reflected in the Three Hills Subdivision Plat. Any additional park credits belong to Foothills as the regional provider of park and recreation services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Foothills Park and Recreation District consents to the provision of park and recreation services by Vineyard Town Square Metropolitan District in accordance with the Amended and Restated Service Plan for Vineyard Town Square Metropolitan District (to be known as Three Hills Metropolitan District).

Approved this 26<sup>th</sup> day of October, 2021, by the Foothills Board of Directors.

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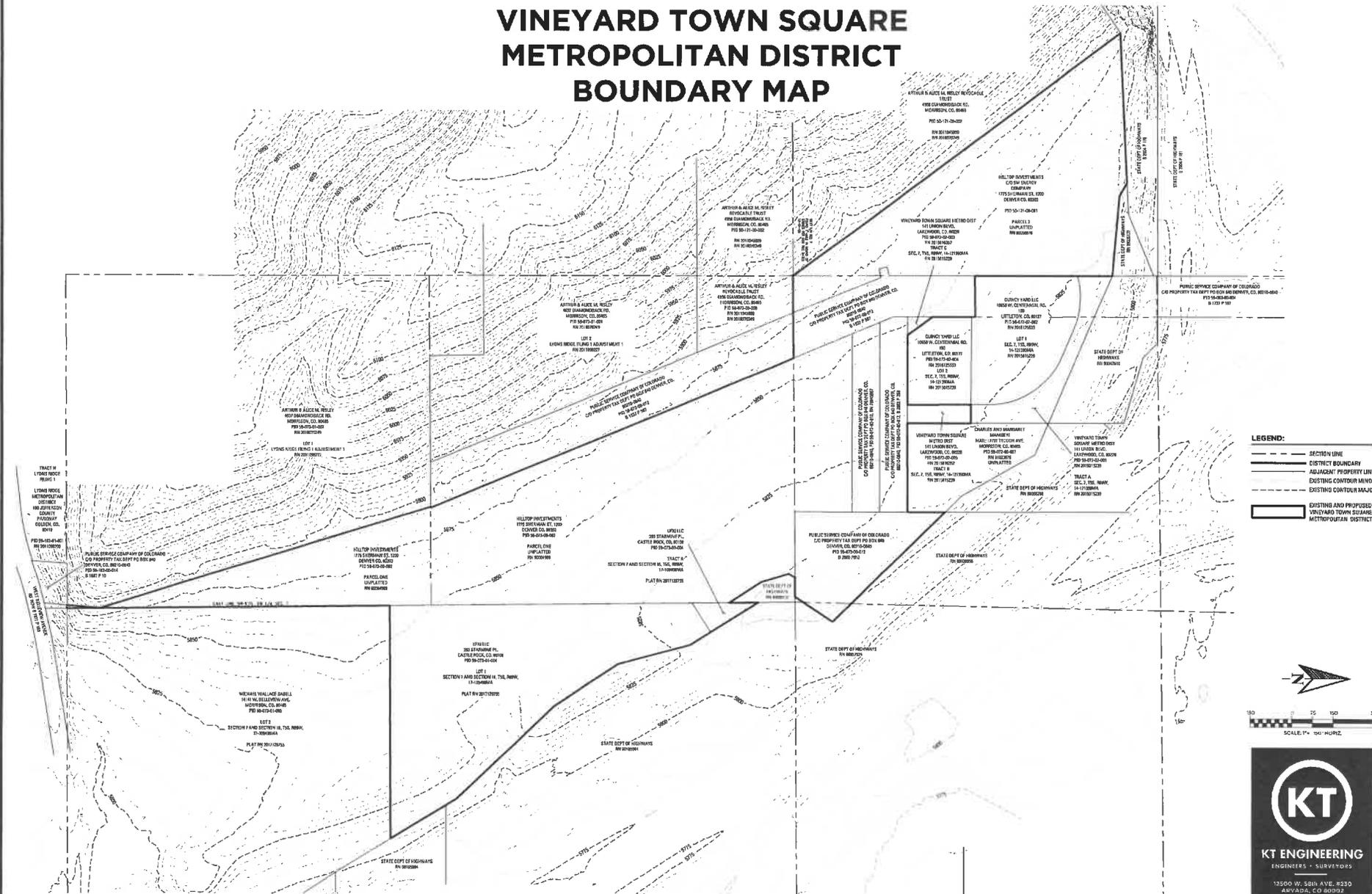
William Meyer, Chair

Attest:

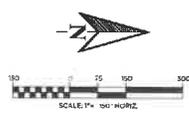
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Kyle Butman, Secretary

# EXHIBIT B-1 VINEYARD TOWN SQUARE METROPOLITAN DISTRICT BOUNDARY MAP



- LEGEND:**
- SECTION LINE
  - - - DISTRICT BOUNDARY
  - ADJACENT PROPERTY LINES
  - - - EXISTING CONTOUR MINOR
  - - - EXISTING CONTOUR MAJOR
  - ▭ EXISTING AND PROPOSED VINEYARD TOWN SQUARE METROPOLITAN DISTRICT





**KT ENGINEERING**  
ENGINEERS - SURVEYORS

13500 W. 58th AVE. #230  
ARVADA, CO 80002  
PH: 720.638.5190

DRAWN BY: M. J. HARRIS; CHECKED BY: J. HARRIS; DATE: 10/20/2010

# Vicinity Map

Vineyard Town Square ( Three Hills Development)

## Legend

 Vineyard Town Square (Three Hills Development)

Mt Glennon Park

470

285

470

W Quince Ave

WILLOWBROOK

Vineyard Town Square (Three Hills Development)

FRIEN

ROCKY HILLS

HI POINTE AT WILLOW SPRINGS

Google Earth

W Bellevue Ave

S Akre St

S Ward St



4000 ft

Image Landsat / Copernicus





Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** October 26, 2021  
**MEMO TO:** Foothills Board of Directors  
**FROM:** Ronald Hopp, Executive Director  
**SUBJECT:** Executive Director's Report

Please welcome the new staff who have started working for the District and also please welcome back our rehired staff! We are excited to have them as part of our team!

| <u>Name</u>        | <u>Department</u>               |
|--------------------|---------------------------------|
| Colton Barnes      | Foothills Pro Shop & Operations |
| Antonio Chavez     | Children's Programs Admin       |
| Jay Jelinek        | Foothills Driving Range         |
| Benjamin Johnson   | Children's Programs Admin       |
| Laura Kishiyama    | Cultural Arts                   |
| Jaimi Kunse        | Gymnastics                      |
| Mariah Martinez    | All Day Preschool Ridge         |
| Faythe Payant      | Youth and Middle School Sports  |
| Ashley Wells       | Ridge Pool                      |
| Ian Wilson         | Ridge Pool                      |
| Alicia Amaya       | Sports Specialty Programming    |
| Shannon Ashley     | Peak Recreation Center          |
| Jacob Borer        | Edge Ice Arena                  |
| Megan Butala       | Sports Specialty Programming    |
| Christine Campbell | B/A Westridge                   |
| Marcia Clouthier   | All Day Preschool Ridge         |
| Lauren Leach       | Youth and Middle School Sports  |
| Nicholas Leiker    | Urban Park Maintenance          |
| Tiffany Ung        | Edge Ice Arena                  |

The Management Team, Human Resources and Marketing have gone to meeting virtually once per week to discuss COVID-19 related and other operational issues.

We currently have six facility-use Intergovernmental Agreements (IGAs) with various entities that allow for the residents of those entities to utilize programs and facilities at District rates. As a reminder, each respective district is billed the differential between the resident rates and the non-

resident rates. The attached spreadsheet shows revenues generated from the various IGAs year-to-date, 2021.

Friday Oct 1<sup>st</sup> marked the reintroduction of our Annual Senior Open House at Peak Community & Wellness Center after cancelling the event in 2020 due to the pandemic. This was the first large scale indoor event hosted by the Fitness Department since the mandates were removed, and we were extremely pleased with the way this event turned out! Attendance was approximately 200 throughout the day, with the lunch and entertainment reaching the full-capacity (160 patrons) a few days prior to the event. Overall, the event ran smoothly and was very well attended - both sponsors/vendors and patrons thanked us for bringing it back this year. Thank you for the hard work of our staff and volunteers! Lunch was catered by the Edge, with extra precautions observed due to COVID. Chatfield HS Jazz Band performed from 12-12:30pm and many prizes were given away. We offered free Fitness Assessment Testing which was staffed by our own Foothills trainers and free 10-minute massages were also available, courtesy of our contracted massage therapists. We hosted a total of 25 sponsors and vendors. This event was a great success for this year, and a super come-back for 2021!

Foothills' first ever beer festival, Hops in the Park, was held on Saturday, October 2. It was originally scheduled for 2020 and postponed due to the COVID-19 pandemic. There is a lot of hesitation regarding new festivals in the brewers' community. This plus the challenges breweries have faced due to the COVID-19 pandemic and the reschedule of several summer events to October, led to challenges in planning the event. A planning committee of dedicated Foothills employees worked together to pull off a very successful inaugural event. We had 7 breweries, and 1 seltzery participate, in addition to community booths and food vendors, with a total of 420 attendees. This event was 21+ and included unlimited samples from the breweries and seltzery, lawn games, giveaways from the community booths and breweries, and unique food options. A team of 15 staff from parks and leisure services pulled off the event on the day of the event. The feedback from the event has been overwhelmingly positive! Feedback from the breweries was that it was the most organized and well run event they had attended and everyone verbally committed to come back next year. Feedback from the patrons was also very positive with lots of great suggestions on how to improve and expand. This event was not possible without the hard work and dedication of the Hops in the Park Committee made up of Kevin Brown, Allison Shields, Wes Dulin, Tim Sanchez, Lauren Sigler, and Regina Smith.

The Bergen Ditch and Reservoir Company met earlier this month to get updates and discuss various topics. The design work on the Hine Lake (Polly Dean) dam is 85% complete. The next step will be review by department of Dam Safety with the State. Bergen will be looking at other grants and low interest loans with the Colorado Water Conservation Board for potential funding opportunities. The Bergen Board members were briefed on applications by developers regarding ditch crossings and looking at repairing a section of ditch that has had a slow leak for many years.

On Wednesday, September 29<sup>th</sup>, Foothills had our version of Bike to Work Day which included a short staff meeting in Clement Park where we enjoyed breakfast burritos from the Edge Ice Arena concessions followed by a slightly more than eight-mile bike loop that took the participants on the Lilley Gulch Trail, Dutch Creek Trail and around the lake at Clement Park. We had about 25 participants and each one received wellness points along with the good time that the group had on the Tour de Foothills.

In an effort to assist agencies and businesses to always be prepared, the Jefferson County Sherriff's Office (JCSO) offers active shooter training that provides tips and techniques for increasing the chances of survival during an active shooter situation. We coordinated with JCSO to provide this training for staff. The training provided participants with knowledge on how to prepare for, and

respond to, active shooter crisis situations. It addressed the concepts of run, hide, fight and the factors associated with each decision.

On Thursday October 7, the Golf Division hosted the District's Annual Employee Golf Tournament at the Foothills Executive golf course. Sixty-two employees participated. The 3-3-3 partner format was very popular. Each team consisted of two employees, and each player was allowed to use only three golf clubs. A Scramble format was used for the first three holes, the second three holes were played using the Best Ball of the two players, and the last three holes was Scotch or Alternate shot. The following District employees; Dorothy Humphrey, Colin Insley, Sarah McAfee, Frannie Masters, Kelly Rodriguez, Mary Clouse, and Andy Scinski, grilled burgers and brats for staff after the tournament, and the Premier Restaurant Group provided a free keg. A special thanks to the Foothills golf course staff for hosting the event, a good time was had by all!

Sean Kitners has been working with engineering students at UC Denver completing their senior capstone projects. This team has been given the task of investigating improvements along the Lilley Gulch corridor. They will look at the drainage system as a whole, provide storm water data, observe the culverts and bridges, provide design recommendations for the crossings at Woodmar, and other work.

Colin Insley and I attended the Bear Creek Reallocation Study Agency Meeting where we learned about the preliminary feasibility study conducted by the Corp of Engineers on the potential of expanding Bear Creek Lake to allow for an additional 20,000 acre feet of water storage. The Corp also held a public meeting to solicit public feedback later that night. The next planning phase by the Corp is estimated to be a three-year process. We are monitoring the feasibility of this project as it potentially could be a storage location for some of our water with storage rights.

I had a meeting with Traci Wieland, District Manager with the Ken Caryl Ranch Metropolitan District, to discuss a variety of topics including updates on the development happening in their District adjacent to Meadows Golf Course, election information and discussion of our respective capital projects.

Staff received some good news. The review committee for the Jeffco Trails Partnership Program met and is recommending funding of our partnership request of \$1.8 Million for the Dutch Creek Trail. The committee was impressed with the thoroughness of our application by recognizing the Dutch Creek Trail Project as an important trail project in Jefferson County. Before everything is official, the grant committee will need to take the recommendations to their guiding and governing boards for final approval in January. A special thanks to all the staff members who helped put this grant application together, especially Sarah McAfee who wrote the grant!

On September 27<sup>th</sup>, the District issued a RFP for a Construction Manager as Constructor for the Foothills Golf Course Clubhouse project. The deadline was October 18<sup>th</sup> and we received 8 submittals. The committee consisting of Tom Woodard, Dennis Weiner, Randy Meyers and Derek Eberhardt, as well as Heather Vasquez Johnson and our owner's representative have reviewed the submittals and have narrowed the proposals down to four or five firms to be interviewed. We are planning on interviewing the four or five firms on Monday, November 1<sup>st</sup> with the intent of having an agenda item on the November 9<sup>th</sup> Board meeting for the Board's consideration.

On September 25<sup>th</sup>, the District issued a RFP Construction Manager as Constructor for the 6<sup>th</sup> Ave west and Columbine West Pools renovation project. The deadline for submittals is November 8<sup>th</sup>.

The house sound system at the amphitheater was completed, installed, and tested earlier this month. This project was originally slated for 2020 capital projects for Leisure Services and was postponed to 2021 due to the pandemic. We contracted with Brown Note Productions for the design, purchase of the equipment, and the install. The project was scheduled to be done during the 2021 summer season, but equipment backorders delayed the install. The final product exceeds our expectations for quality and reach of sound. We are looking forward to using it for the 2022 concert series. It will also be available for internal programming and events as well as outside rentals and festivals. Thank you to Terry Green, project manager, for all of his hard work and attention to detail in getting this project completed.

At the last meeting, the Board directed staff to work with JNS, the design firm for the Foothills Clubhouse, to change the oversight and contracting responsibility of the sub-consultants from the District to JNS. After a couple of meetings and with help from our owner's representative, we were able to get a commitment to switch this responsibility. As a result, we are in the process of working with them to get the sub-consultant selected and JNS will provide us with a new proposal to include all of the sub-consultants as well as additional fees to manage these contracts.

Bring the whole family to Foothills Park & Recreation District's BOO-rific Bash & Splash! This fun and affordable indoor trick-or-treating event allows children to dress in full costume, trick-or-treat among community business tables and enjoy fun activities. Swimming in the Ridge Pools is included in the festivities.

Find beautiful, one-of-a-kind gifts at Foothills Holiday Pottery Sale at the Ridge Recreation Center. Handmade pottery produced by students and instructors of Foothills Pottery Program will be on display and available for purchase. The sale will run Friday, December, 3 from 9 a.m. – 7 p.m. and Saturday, December, 4 from 9 a.m. – 4 p.m.

An Open Enrollment Benefits Fair is planned for Tuesday, October 26<sup>th</sup>. Representatives from our benefits vendors will be available to provide information and answer questions from 9am until 11am at the Peak. Open Enrollment will be October 26<sup>th</sup> – November 16<sup>th</sup>.

As a reminder, an updated Capital Projects report is included in the packet.

The quarterly reports have been included in the packet and there will be no presentations by the various departments. There is a lot of excellent information in the reports. If you have any questions on any of the information, please let us know.

**IGA MONTHLY FACILITY/CLASS/GOLF USAGE**

| <b>2021</b>         |             |             |              |              |            |             |             |             |              |             |             |             |              |
|---------------------|-------------|-------------|--------------|--------------|------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|--------------|
| <b>AGENCY</b>       | <b>Jan.</b> | <b>Feb.</b> | <b>March</b> | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug.</b> | <b>Sept.</b> | <b>Oct.</b> | <b>Nov.</b> | <b>Dec.</b> | <b>TOTAL</b> |
| Bowles Metro        | 725         | 543         | 446          | 592          | 560        | 272         | 1,397       | 737         | 378          |             |             |             | 5,650        |
| Normandy Estates    | 172         | 69          | 148          | 253          | 108        | 87          | 234         | 151         | 121          |             |             |             | 1,343        |
| Plains Metro        | 25          | 5           | 17           | 0            | 25         | 105         | 0           | 10          | 0            |             |             |             | 187          |
| Roxborough Village  | 1,147       | 1,197       | 890          | 2,138        | 1,565      | 1,903       | 3,677       | 1,546       | 769          |             |             |             | 14,832       |
| TrailMark           | 861         | 649         | 642          | 1,712        | 764        | 1,215       | 2,240       | 757         | 398          |             |             |             | 9,238        |
| Vintage Reserve HOA | 80          | 35          | 58           | 396          | 54         | 336         | 668         | 244         | 214          |             |             |             | 2,085        |
| Monthly Totals      | 3,010       | 2,498       | 2,201        | 5,091        | 3,076      | 3,918       | 8,216       | 3,445       | 1,880        | 0           | 0           | 0           | 33,335       |

33,335



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**DATE:**           **October 26, 2021**

**TO:**               **Foothills Board of Directors**

**FROM:**          **Dennis Weiner, Director of Finance and Administrative Services**

**SUBJECT:**      **SEPTEMBER FINANCIAL UPDATE**

Attached are the District's Financial Summary report and discussion of the District's year-to-date operating revenues and expenditures as well as non-operating revenues and expenditures through September 30, 2021 as compared to the budget.

Also included is a summary comparison of actual versus budget for the year-to-date by department. If you have any questions concerning this information, please ask me.



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**EXECUTIVE SUMMARY OF THE DISTRICT  
ACTUAL VS BUDGET FOR THE YEAR-TO-DATE PERIOD ENDED 9/30/2021**

**Total Year-to Date Operating Revenue:**

Total District Year-to-Date Operating Revenues are \$12,351,306 versus budget of \$13,166,847 or \$815,541 lower than planned due to the following:

- Admission Fee Revenues were \$8,713,863, which was \$1,287,641 unfavorable to plan.
  - Leisure Services admission fees were \$2,248,186 lower than planned driven by operating conditions related to the coronavirus pandemic. Admission fees in all Leisure Services departments were lower due to the pandemic related conditions, but the most significant negative variances were seen in Children's Programs, District Athletics and Aquatics, which were lower than plan by \$1,387,843, \$318,350 and \$118,435, respectively.
  - Golf admission fees, including Golf Development and Improvement Fund revenue, were higher than plan by \$1,115,021 because of a higher number of rounds played at the District's golf courses related to increased public participation in golf and favorable weather conditions over the course of the year.
  - Parks admission fees were \$154,476 unfavorable to the plan resulting from decreased field rentals due to pandemic related conditions.
- Rentals were \$2,722,244, which was better than plan by \$390,208 resulting from higher than planned cart rentals at both of the District's golf courses and a \$66,287 increase in rental revenue at the Edge Ice Arena driven by higher youth hockey ice rental revenue.
- Merchandise sales were better than plan by \$64,832, because of higher than planned levels of sales at both District golf course pro shops, partially offset by lower than planned merchandise sales at the Edge Ice Arena.

**Total Year-To-Date Operating Expenditures:**

Total District Year-to-Date Operating Expenditures are \$15,918,372 versus budget of \$17,517,263 or \$1,598,891 less than planned due to the following:

- Salaries and Wages expenditures were better than plan by \$815,197 mainly because of lower than planned part-time wages in Leisure Services resulting from operating conditions related to COVID-19 and lower than planned part-time wages in Parks, Golf and Leisure Services related to challenges experienced in recruiting for open part time positions.
- Personnel expenditures were \$109,833 lower than planned resulting from lower than planned worker's compensation insurance and payroll tax expenditures related to lower staff levels and lower health insurance expenditures due to changes in employee enrollment.

- Supplies expenditures were \$206,153 lower than budgeted due to lower levels of supply purchases in Leisure Services resulting from pandemic related operating conditions and the timing of supply purchases in Urban and Regional Parks versus when budgeted.
- Purchased Services were \$1,907,154, which was better than planned by \$405,938 because of lower expenditures related to production and sending of the District magazine and lower purchased services in all Leisure Services departments resulting from COVID-19 conditions.

### **Net Operating Revenue/Loss:**

Net Operating Loss was \$3,567,066 compared to a planned Net Operating Loss of \$4,350,416, or \$783,350 better than plan, driven by pandemic related conditions, which limited operating revenue and expenditures in all Leisure Services departments and led to better than budgeted operating revenue in golf.

### **Non-Operating Revenue and Expenditures:**

Net Non-Operating Revenue was \$45,785,892, which was \$35,920,562 favorable to plan primarily due to the following:

- In September we closed on our 2021 COPs which resulted in proceeds net of issuance costs of \$35,000,000.
- Other Income was \$304,685 better than budget due to unplanned funding received from the State of Colorado under the Child Care Relief Grant program and reimbursements for COVID-19 related expenditures under the Coronavirus Relief Fund.
- Specific Ownership Taxes were \$80,741 higher than planned because of a higher than planned allocation of tax collected from vehicle registrations within the County.
- Conservation Trust Fund Revenues from lottery sales were \$65,409 better than planned.
- Contributions and Grants were better than budget by \$578,093, mainly driven by the receipt of SB-35 funds in the amount of \$605,064, which will be used in the Clement Park court complex project and the Ridge spray ground project.
- Property Tax Revenue was \$137,281 lower than planned because of slower collection of property taxes by the County than anticipated.

### **Net Revenue/Expenditures:**

As a result, through September 30, 2021, Net Revenue was \$42,218,825, which was better than plan by \$36,703,912.

Of this favorable variance, \$35,000,000 was related to net proceeds from the 2021 COPs and \$1,703,912 was attributable to better than expected revenue from COVID-19 related Grants and expenditure reimbursement programs, SB-35 funds received this year and better than budgeted Net Operating Loss, partially offset by lower Property Tax Revenue.

Foothills Parks & Recreation District

Summary of All Units

Thursday, September 30, 2021

|   | September         |                  |                   | YTD                |                    |                   | 2021               |                     |                | 2020<br>YTD        |
|---|-------------------|------------------|-------------------|--------------------|--------------------|-------------------|--------------------|---------------------|----------------|--------------------|
|   | 2021              | 2021             | Fav/(Unfav)       | 2021               | 2021               | Fav/(Unfav)       | Original           | Remaining           | %              |                    |
|   | Actual            | Budget           | Variance          | Actual             | Budget             | Variance          | Budget             | Budget              | Completed      |                    |
| <b>OPERATING REVENUES</b>                       |                   |                  |                   |                    |                    |                   |                    |                     |                |                    |
| Admission Fees                                  | \$1,251,347       | \$1,231,103      | \$20,244          | \$8,713,863        | \$10,001,505       | (\$1,287,641)     | \$12,063,371       | \$3,349,508         | 72.23%         | \$7,155,738        |
| Rentals   | 369,725           | 241,251          | 128,475           | 2,722,244          | 2,332,037          | 390,208           | 3,022,133          | 299,888             | 90.08%         | 1,907,026          |
| Merchandise Sales                               | 71,410            | 48,092           | 23,318            | 420,744            | 355,912            | 64,832            | 497,475            | 76,731              | 84.58%         | 246,057            |
| Concessions and Other Contracts                 | 52,881            | 42,184           | 10,697            | 409,282            | 426,825            | (17,543)          | 561,232            | 151,950             | 72.93%         | 216,698            |
| Other Revenue                                   | 13,872            | 5,765            | 8,107             | 85,172             | 50,569             | 34,603            | 63,862             | (21,310)            | 133.37%        | 102,380            |
| <b>TOTAL OPERATING REVENUES</b>                 | <b>1,759,234</b>  | <b>1,568,395</b> | <b>190,840</b>    | <b>12,351,306</b>  | <b>13,166,847</b>  | <b>(815,541)</b>  | <b>16,208,073</b>  | <b>3,856,767</b>    | <b>76.20%</b>  | <b>9,627,898</b>   |
| <b>OPERATING EXPENDITURES</b>                   |                   |                  |                   |                    |                    |                   |                    |                     |                |                    |
| Salaries and Wages                              | 894,345           | 942,812          | 48,467            | 8,443,116          | 9,258,313          | 815,197           | 11,893,988         | 3,450,872           | 70.99%         | 7,335,036          |
| Personnel                                       | 169,357           | 184,398          | 15,041            | 1,920,410          | 2,030,243          | 109,833           | 2,558,751          | 638,341             | 75.05%         | 1,713,473          |
| Supplies  | 237,906           | 219,081          | (18,825)          | 1,886,611          | 2,092,764          | 206,153           | 2,545,551          | 658,940             | 74.11%         | 1,426,629          |
| Purchased Services                              | 211,618           | 210,881          | (737)             | 1,907,154          | 2,313,093          | 405,938           | 2,900,540          | 993,386             | 65.75%         | 1,687,104          |
| Utilities                                       | 211,314           | 245,678          | 34,364            | 1,551,271          | 1,620,845          | 69,575            | 1,951,106          | 399,836             | 79.51%         | 1,551,885          |
| Insurance                                       | 22,873            | 22,445           | (428)             | 203,462            | 202,006            | (1,456)           | 269,341            | 65,879              | 75.54%         | 222,817            |
| Other Expenditures                              | 5,964             | -                | (5,964)           | 6,349              | -                  | (6,349)           | -                  | (6,349)             | 0.00%          | (1,077)            |
| <b>TOTAL OPERATING EXPENDITURES</b>             | <b>1,753,378</b>  | <b>1,825,295</b> | <b>71,918</b>     | <b>15,918,372</b>  | <b>17,517,263</b>  | <b>1,598,891</b>  | <b>22,119,277</b>  | <b>6,200,905</b>    | <b>71.97%</b>  | <b>13,935,869</b>  |
| <b>NET OPERATING REVENUE/(EXPENDITURES)</b>     | <b>5,857</b>      | <b>(256,901)</b> | <b>262,758</b>    | <b>(3,567,066)</b> | <b>(4,350,416)</b> | <b>783,350</b>    | <b>(5,911,204)</b> | <b>(2,344,138)</b>  | <b>60.34%</b>  | <b>(4,307,971)</b> |
| <b>NON-OPERATING REVENUE</b>                    |                   |                  |                   |                    |                    |                   |                    |                     |                |                    |
| Fund Balance                                    | -                 | -                | -                 | 38,742             | 46,592             | (7,850)           | 4,740,938          | 4,702,196           | 0.82%          | 20,000             |
| Property Taxes Collected to Pay GO Bonds        | 86                | 86               | 0                 | 111,737            | 111,735            | 2                 | 112,102            | 365                 | 99.67%         | 2,063,523          |
| Property Taxes Collected for Operations         | 21,284            | 9,963            | 11,321            | 12,834,224         | 12,971,505         | (137,281)         | 13,014,143         | 179,919             | 98.62%         | 10,921,953         |
| Specific Ownership Taxes                        | 95,029            | 73,555           | 21,474            | 766,706            | 685,965            | 80,741            | 943,795            | 177,089             | 81.24%         | 708,988            |
| Conservation Trust                              | 133,288           | 125,640          | 7,649             | 442,328            | 376,919            | 65,409            | 502,558            | 60,230              | 88.02%         | 370,855            |
| Contributions and Grants                        | 259               | 100              | 159               | 646,440            | 68,347             | 578,093           | 68,647             | (577,793)           | 941.69%        | 1,627,772          |
| Investment Income                               | 2,673             | 3,792            | (1,120)           | 20,446             | 36,396             | (15,950)          | 48,026             | 27,580              | 42.57%         | 76,815             |
| QEBC Interest Expense Subsidy                   | 0                 | 9,658            | (9,658)           | 0                  | 19,316             | (19,316)          | 19,316             | 19,316              | 0.00%          | 26,928             |
| Gain/(Loss) on Investments in Bergen            | -                 | -                | -                 | (7,881)            | -                  | (7,881)           | -                  | 7,881               | 0.00%          | (7,881)            |
| Gain/(Loss) on Sale of Capital Assets           | -                 | -                | -                 | 23,800             | -                  | 23,800            | -                  | (23,800)            | 0.00%          | -                  |
| Proceeds from Insurance                         | -                 | -                | -                 | 4,804              | -                  | 4,804             | -                  | (4,804)             | 0.00%          | -                  |
| Financing Proceeds                              | 35,261,068        | -                | 35,261,068        | 35,261,068         | -                  | 35,261,068        | -                  | (35,261,068)        | 0.00%          | -                  |
| Other Income                                    | 22,785            | -                | 22,785            | 304,685            | -                  | 304,685           | -                  | (304,685)           | 0.00%          | 37,889             |
| <b>TOTAL NON-OPERATING REVENUE</b>              | <b>35,536,472</b> | <b>222,794</b>   | <b>35,313,678</b> | <b>50,447,099</b>  | <b>14,316,775</b>  | <b>36,130,325</b> | <b>19,449,525</b>  | <b>(30,997,574)</b> | <b>259.37%</b> | <b>15,846,842</b>  |
| <b>NON-OPERATING EXPENDITURES</b>               |                   |                  |                   |                    |                    |                   |                    |                     |                |                    |
| Grant Expenditures                              | 637               | 1,586            | 949               | 32,474             | 95,032             | 62,558            | 144,785            | 112,311             | 22.43%         | 102,951            |
| Facilities & Equipment Repairs and Replacements | 438,310           | 438,310          | -                 | 3,506,472          | 3,506,472          | -                 | 11,380,566         | 7,874,094           | 30.81%         | 2,857,685          |
| Debt Payments                                   | 265,000           | 265,000          | -                 | 344,000            | 344,000            | -                 | 1,235,700          | 891,700             | 27.84%         | 543,700            |
| Interest Expense                                | 15,525            | 15,525           | -                 | 304,125            | 304,143            | 18                | 574,326            | 270,201             | 52.95%         | 383,505            |
| Bond Issuance Cost/Amortization                 | 261,068           | -                | (261,068)         | 261,068            | -                  | (261,068)         | -                  | (261,068)           | 0.00%          | -                  |
| Other Expenditures                              | 321               | 151              | (170)             | 213,069            | 201,799            | (11,270)          | 202,944            | (10,125)            | 104.99%        | 185,426            |
| <b>TOTAL NON-OPERATING EXPENDITURES</b>         | <b>980,861</b>    | <b>720,572</b>   | <b>(260,289)</b>  | <b>4,661,207</b>   | <b>4,451,445</b>   | <b>(209,763)</b>  | <b>13,538,320</b>  | <b>8,877,113</b>    | <b>34.43%</b>  | <b>4,073,267</b>   |
| <b>NET REVENUE/(EXPENDITURES)</b>               | <b>34,561,468</b> | <b>(754,679)</b> | <b>35,316,146</b> | <b>42,218,825</b>  | <b>5,514,913</b>   | <b>36,703,912</b> | <b>0</b>           | <b>(42,218,825)</b> |                | <b>7,465,604</b>   |
| <b>TOTAL REVENUE</b>                            | <b>37,295,706</b> | <b>1,791,188</b> | <b>35,504,518</b> | <b>62,798,405</b>  | <b>27,483,621</b>  | <b>35,314,783</b> | <b>35,657,598</b>  | <b>(27,140,807)</b> | <b>176.12%</b> | <b>25,474,740</b>  |
| <b>TOTAL EXPENDITURES</b>                       | <b>2,734,239</b>  | <b>2,545,867</b> | <b>(188,372)</b>  | <b>20,579,579</b>  | <b>21,968,708</b>  | <b>1,389,129</b>  | <b>35,657,598</b>  | <b>15,078,018</b>   | <b>57.71%</b>  | <b>18,009,136</b>  |
| <b>NET REVENUE/(EXPENDITURES)</b>               | <b>34,561,468</b> | <b>(754,679)</b> | <b>35,316,146</b> | <b>42,218,825</b>  | <b>5,514,913</b>   | <b>36,703,912</b> | <b>0</b>           | <b>(42,218,825)</b> |                | <b>7,465,604</b>   |

Foothills Parks & Recreation District  
Summary of All Units  
Thursday, September 30, 2021

|  | September        |                  |                         | YTD              |                   |                         | 2021               |                     |                | 2020<br>YTD      |
|--|------------------|------------------|-------------------------|------------------|-------------------|-------------------------|--------------------|---------------------|----------------|------------------|
|  | 2021<br>Actual   | 2021<br>Budget   | Fav/(Unfav)<br>Variance | 2021<br>Actual   | 2021<br>Budget    | Fav/(Unfav)<br>Variance | Original<br>Budget | Remaining<br>Budget | %<br>Completed |                  |
| OPERATING REVENUES   |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Admission Fees:  |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Total Parks and Clement Park - Admission Fees                  | 37,225           | 130,010          | (92,785)                | 128,601          | 283,077           | (154,476)               | 283,077            | 154,476             | 45.43%         | 36,115           |
| Leisure Services Summary - Admission Fees                      | 637,004          | 728,120          | (91,116)                | 4,365,734        | 6,613,920         | (2,248,186)             | 8,228,384          | 3,862,650           | 53.06%         | 2,817,631        |
| Golf Summary - Admission Fees                                  | 537,971          | 344,480          | 193,491                 | 3,942,339        | 2,895,771         | 1,046,568               | 3,315,903          | (626,436)           | 118.89%        | 4,025,913        |
| Other Funds - Admission Fees                                   | 39,148           | 28,493           | 10,655                  | 277,190          | 208,737           | 68,453                  | 236,007            | (41,183)            | 117.45%        | 276,078          |
| <b>Total Admission Fees</b>                                    | <b>1,251,347</b> | <b>1,231,103</b> | <b>20,244</b>           | <b>8,713,863</b> | <b>10,001,505</b> | <b>(1,287,641)</b>      | <b>12,063,371</b>  | <b>3,349,508</b>    | <b>72.23%</b>  | <b>7,155,738</b> |
| Rentals:   |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Total Parks and Clement Park - Rentals                         | 14,142           | 11,113           | 3,029                   | 191,580          | 227,416           | (35,836)                | 228,891            | 37,311              | 83.70%         | 45,413           |
| Leisure Services Summary - Rentals                             | 183,044          | 126,352          | 56,693                  | 1,380,049        | 1,316,561         | 63,488                  | 1,889,243          | 509,193             | 73.05%         | 904,075          |
| Golf Summary - Rentals   | 172,539          | 103,786          | 68,753                  | 1,150,615        | 788,059           | 362,556                 | 903,999            | (246,616)           | 127.28%        | 957,538          |
| <b>Total Rentals</b>   | <b>369,725</b>   | <b>241,251</b>   | <b>128,475</b>          | <b>2,722,244</b> | <b>2,332,037</b>  | <b>390,208</b>          | <b>3,022,133</b>   | <b>299,888</b>      | <b>90.08%</b>  | <b>1,907,026</b> |
| Merchandise Sales:   |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Leisure Services Summary - Merchandise Sales                   | 6,863            | 6,808            | 55                      | 41,834           | 74,764            | (32,930)                | 100,488            | 58,655              | 41.63%         | 21,808           |
| Golf Summary - Merchandise Sales                               | 64,547           | 41,284           | 23,263                  | 378,910          | 281,148           | 97,762                  | 396,987            | 18,077              | 95.45%         | 224,248          |
| <b>Total Merchandise Sales</b>                                 | <b>71,410</b>    | <b>48,092</b>    | <b>23,318</b>           | <b>420,744</b>   | <b>355,912</b>    | <b>64,832</b>           | <b>497,475</b>     | <b>76,731</b>       | <b>84.58%</b>  | <b>246,057</b>   |
| Concessions and Other Contracts:                               |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Administration - Concessions and Other Contracts               | -                | -                | -                       | 10,286           | 10,000            | 286                     | 10,000             | (286)               | 102.86%        | 10,000           |
| Total Parks and Clement Park - Concessions and Other Contracts | -                | -                | -                       | 4,392            | 4,392             | 0                       | 4,392              | 0                   | 100.01%        | 4,392            |
| Leisure Services Summary - Concessions and Other Contracts     | 42,880           | 32,184           | 10,695                  | 344,602          | 362,433           | (17,830)                | 477,840            | 133,237             | 72.12%         | 152,306          |
| Golf Summary - Concessions and Other Contracts                 | 10,001           | 10,000           | 1                       | 50,001           | 50,000            | 1                       | 69,000             | 18,999              | 72.47%         | 50,000           |
| <b>Total Concessions and Other Contracts</b>                   | <b>52,881</b>    | <b>42,184</b>    | <b>10,697</b>           | <b>409,282</b>   | <b>426,825</b>    | <b>(17,543)</b>         | <b>561,232</b>     | <b>151,950</b>      | <b>72.93%</b>  | <b>216,698</b>   |
| Other Revenue:   |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Administration - Other Revenue                                 | 2,142            | -                | 2,142                   | 7,841            | 3,500             | 4,341                   | 4,100              | (3,741)             | 191.25%        | 2,528            |
| Total Parks and Clement Park - Other Revenue                   | 3,261            | 1,800            | 1,461                   | 38,635           | 15,300            | 23,335                  | 18,000             | (20,635)            | 214.64%        | 31,970           |
| Leisure Services Summary - Other Revenue                       | 8,072            | 3,425            | 4,647                   | 33,699           | 26,879            | 6,820                   | 36,062             | 2,363               | 93.45%         | 57,556           |
| Golf Summary - Other Revenue                                   | 396              | 540              | (144)                   | 4,997            | 4,890             | 107                     | 5,700              | 703                 | 87.66%         | 10,326           |
| <b>Total Other Revenue</b>                                     | <b>13,872</b>    | <b>5,765</b>     | <b>8,107</b>            | <b>85,172</b>    | <b>50,569</b>     | <b>34,603</b>           | <b>63,862</b>      | <b>(21,310)</b>     | <b>133.37%</b> | <b>102,380</b>   |
| TOTAL OPERATING REVENUES:                                      |                  |                  |                         |                  |                   |                         |                    |                     |                |                  |
| Administration - TOTAL OPERATING REVENUES                      | 2,142            | -                | 2,142                   | 18,128           | 13,500            | 4,628                   | 14,100             | (4,028)             | 128.56%        | 12,528           |
| Total Parks and Clement Park - TOTAL OPERATING REVENUES        | 54,628           | 142,923          | (88,295)                | 363,208          | 530,185           | (166,977)               | 534,360            | 171,152             | 67.97%         | 117,890          |
| Leisure Services Summary - TOTAL OPERATING REVENUES            | 877,862          | 896,889          | (19,027)                | 6,165,918        | 8,394,557         | (2,228,639)             | 10,732,017         | 4,566,099           | 57.45%         | 3,953,377        |
| Golf Summary - TOTAL OPERATING REVENUES                        | 785,454          | 500,090          | 285,364                 | 5,526,862        | 4,019,868         | 1,506,994               | 4,691,589          | (835,273)           | 117.80%        | 5,268,026        |
| Other Funds - TOTAL OPERATING REVENUES                         | 39,148           | 28,493           | 10,655                  | 277,190          | 208,737           | 68,453                  | 236,007            | (41,183)            | 117.45%        | 276,078          |

|   | September |           |             | YTD        |            |             | 2021       |           |           | 2020<br>YTD |
|---|-----------|-----------|-------------|------------|------------|-------------|------------|-----------|-----------|-------------|
|   | 2021      | 2021      | Fav/(Unfav) | 2021       | 2021       | Fav/(Unfav) | Original   | Remaining | %         |             |
|   | Actual    | Budget    | Variance    | Actual     | Budget     | Variance    | Budget     | Budget    | Completed |             |
| Total TOTAL OPERATING REVENUES                    | 1,759,234 | 1,568,395 | 190,840     | 12,351,306 | 13,166,847 | (815,541)   | 16,208,073 | 3,856,767 | 76.20%    | 9,627,898   |
| OPERATING EXPENDITURES                            |           |           |             |            |            |             |            |           |           |             |
| Salaries and Wages:                               |           |           |             |            |            |             |            |           |           |             |
| Administration - Salaries and Wages               | 90,962    | 90,874    | (88)        | 823,932    | 826,151    | 2,219       | 1,104,297  | 280,365   | 74.61%    | 821,151     |
| Total Parks and Clement Park - Salaries and Wages | 166,184   | 194,045   | 27,861      | 1,539,554  | 1,665,713  | 126,159     | 2,161,684  | 622,131   | 71.22%    | 1,420,230   |
| Leisure Services Summary - Salaries and Wages     | 446,676   | 477,069   | 30,393      | 4,535,835  | 5,163,623  | 627,788     | 6,626,101  | 2,090,266 | 68.45%    | 3,627,632   |
| Golf Summary - Salaries and Wages                 | 190,523   | 180,825   | (9,699)     | 1,543,795  | 1,602,826  | 59,031      | 2,001,905  | 458,110   | 77.12%    | 1,466,023   |
| Total Salaries and Wages                          | 894,345   | 942,812   | 48,467      | 8,443,116  | 9,258,313  | 815,197     | 11,893,988 | 3,450,872 | 70.99%    | 7,335,036   |
| Personnel:  |           |           |             |            |            |             |            |           |           |             |
| Administration - Personnel                        | 16,963    | 20,549    | 3,587       | 199,487    | 216,407    | 16,920      | 270,792    | 71,305    | 73.67%    | 183,172     |
| Total Parks and Clement Park - Personnel          | 39,112    | 41,808    | 2,697       | 443,890    | 449,516    | 5,626       | 566,886    | 122,997   | 78.30%    | 402,283     |
| Leisure Services Summary - Personnel              | 79,315    | 89,822    | 10,507      | 934,638    | 1,024,217  | 89,579      | 1,298,920  | 364,282   | 71.95%    | 816,479     |
| Golf Summary - Personnel                          | 33,968    | 32,218    | (1,750)     | 342,396    | 340,103    | (2,293)     | 422,152    | 79,757    | 81.11%    | 311,539     |
| Total Personnel                                   | 169,357   | 184,398   | 15,041      | 1,920,410  | 2,030,243  | 109,833     | 2,558,751  | 638,341   | 75.05%    | 1,713,473   |
| Supplies:   |           |           |             |            |            |             |            |           |           |             |
| Administration - Supplies                         | 207       | (4)       | (211)       | 29,912     | 12,915     | (16,998)    | 21,289     | (8,624)   | 140.51%   | 60,279      |
| Total Parks and Clement Park - Supplies           | 57,018    | 55,853    | (1,165)     | 434,100    | 504,136    | 70,036      | 573,605    | 139,506   | 75.68%    | 368,315     |
| Leisure Services Summary - Supplies               | 67,221    | 85,222    | 18,001      | 702,287    | 892,038    | 189,751     | 1,081,213  | 378,926   | 64.95%    | 470,289     |
| Golf Summary - Supplies                           | 113,461   | 78,010    | (35,451)    | 720,312    | 683,676    | (36,636)    | 869,444    | 149,132   | 82.85%    | 527,747     |
| Total Supplies                                    | 237,906   | 219,081   | (18,825)    | 1,886,611  | 2,092,764  | 206,153     | 2,545,551  | 658,940   | 74.11%    | 1,426,629   |
| Purchased Services:                               |           |           |             |            |            |             |            |           |           |             |
| Administration - Purchased Services               | 39,794    | 48,927    | 9,133       | 436,752    | 522,018    | 85,266      | 648,978    | 212,226   | 67.30%    | 479,708     |
| Total Parks and Clement Park - Purchased Services | 29,995    | 23,371    | (6,624)     | 342,142    | 345,080    | 2,938       | 390,639    | 48,497    | 87.59%    | 291,124     |
| Leisure Services Summary - Purchased Services     | 101,518   | 114,547   | 13,029      | 838,492    | 1,160,353  | 321,861     | 1,526,745  | 688,253   | 54.92%    | 608,231     |
| Golf Summary - Purchased Services                 | 40,311    | 24,037    | (16,274)    | 289,769    | 285,643    | (4,126)     | 334,178    | 44,409    | 86.71%    | 308,041     |
| Total Purchased Services                          | 211,618   | 210,881   | (737)       | 1,907,154  | 2,313,093  | 405,938     | 2,900,540  | 993,386   | 65.75%    | 1,687,104   |
| Utilities:  |           |           |             |            |            |             |            |           |           |             |
| Administration - Utilities                        | (40,568)  | (2,783)   | 37,785      | (51,902)   | (25,107)   | 26,795      | (27,051)   | 24,852    | 191.87%   | (2,235)     |
| Total Parks and Clement Park - Utilities          | 128,410   | 131,193   | 2,783       | 641,649    | 784,219    | 142,570     | 860,608    | 218,960   | 74.56%    | 728,897     |
| Leisure Services Summary - Utilities              | 67,977    | 68,364    | 388         | 631,505    | 542,123    | (89,382)    | 725,707    | 94,202    | 87.02%    | 494,128     |
| Golf Summary - Utilities                          | 55,495    | 48,904    | (6,592)     | 330,019    | 319,611    | (10,408)    | 391,842    | 61,823    | 84.22%    | 331,095     |
| Total Utilities                                   | 211,314   | 245,678   | 34,364      | 1,551,271  | 1,620,845  | 69,575      | 1,951,106  | 399,836   | 79.51%    | 1,551,885   |
| Insurance:  |           |           |             |            |            |             |            |           |           |             |
| Administration - Insurance                        | 8,735     | 8,633     | (102)       | 77,795     | 77,693     | (102)       | 103,590    | 25,796    | 75.10%    | 75,656      |
| Total Parks and Clement Park - Insurance          | 5,100     | 4,774     | (326)       | 44,319     | 42,965     | (1,354)     | 57,287     | 12,968    | 77.36%    | 51,999      |
| Leisure Services Summary - Insurance              | 8,031     | 8,031     | -           | 72,283     | 72,283     | -           | 96,377     | 24,094    | 75.00%    | 85,529      |

|  | September |           |             | YTD         |             |             | 2021        |             |           | 2020<br>YTD |
|--|-----------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-----------|-------------|
|  | 2021      | 2021      | Fav/(Unfav) | 2021        | 2021        | Fav/(Unfav) | Original    | Remaining   | %         |             |
|  | Actual    | Budget    | Variance    | Actual      | Budget      | Variance    | Budget      | Budget      | Completed |             |
| Golf Summary - Insurance   | 1,007     | 1,007     | -           | 9,065       | 9,065       | -           | 12,087      | 3,022       | 75.00%    | 9,634       |
| Total Insurance  | 22,873    | 22,445    | (428)       | 203,462     | 202,006     | (1,456)     | 269,341     | 65,879      | 75.54%    | 222,817     |
| Other Expenditures:  |           |           |             |             |             |             |             |             |           |             |
| Leisure Services Summary - Other Expenditures                          | 777       | -         | (777)       | 246         | -           | (246)       | -           | (246)       | 0.00%     | (163)       |
| Golf Summary - Other Expenditures                                      | 5,187     | -         | (5,187)     | 6,102       | -           | (6,102)     | -           | (6,102)     | 0.00%     | (914)       |
| Total Other Expenditures   | 5,964     | -         | (5,964)     | 6,349       | -           | (6,349)     | -           | (6,349)     | 0.00%     | (1,077)     |
| TOTAL OPERATING EXPENDITURES:  |           |           |             |             |             |             |             |             |           |             |
| Administration - TOTAL OPERATING EXPENDITURES                          | 116,092   | 166,196   | 50,104      | 1,515,975   | 1,630,075   | 114,100     | 2,121,894   | 605,920     | 71.44%    | 1,617,732   |
| Total Parks and Clement Park - TOTAL OPERATING EXPENDITURES            | 425,819   | 451,044   | 25,225      | 3,445,652   | 3,791,628   | 345,975     | 4,610,710   | 1,165,058   | 74.73%    | 3,262,848   |
| Leisure Services Summary - TOTAL OPERATING EXPENDITURES                | 771,515   | 843,055   | 71,541      | 7,715,286   | 8,854,636   | 1,139,350   | 11,355,064  | 3,639,778   | 67.95%    | 6,102,124   |
| Golf Summary - TOTAL OPERATING EXPENDITURES                            | 439,953   | 365,000   | (74,952)    | 3,241,459   | 3,240,924   | (535)       | 4,031,609   | 790,150     | 80.40%    | 2,953,165   |
| Total TOTAL OPERATING EXPENDITURES                                     | 1,753,378 | 1,825,295 | 71,918      | 15,918,372  | 17,517,263  | 1,598,891   | 22,119,277  | 6,200,905   | 71.97%    | 13,935,869  |
| NET OPERATING REVENUE/(EXPENDITURES):                                  |           |           |             |             |             |             |             |             |           |             |
| Administration - NET OPERATING REVENUE/(EXPENDITURES)                  | (113,949) | (166,196) | 52,246      | (1,497,847) | (1,616,575) | 118,728     | (2,107,794) | (609,947)   | 71.06%    | (1,605,204) |
| Total Parks and Clement Park - NET OPERATING REVENUE/(EXPENDITURES)    | (371,190) | (308,121) | (63,069)    | (3,082,444) | (3,261,443) | 178,998     | (4,076,350) | (993,906)   | 75.62%    | (3,144,958) |
| Leisure Services Summary - NET OPERATING REVENUE/(EXPENDITURES)        | 106,348   | 53,833    | 52,514      | (1,549,368) | (460,079)   | (1,089,288) | (623,047)   | 926,320     | 248.68%   | (2,148,747) |
| Golf Summary - NET OPERATING REVENUE/(EXPENDITURES)                    | 345,502   | 135,090   | 210,412     | 2,285,403   | 778,944     | 1,506,460   | 659,981     | (1,625,423) | 346.28%   | 2,314,861   |
| Other Funds - NET OPERATING REVENUE/(EXPENDITURES)                     | 39,148    | 28,493    | 10,655      | 277,190     | 208,737     | 68,453      | 236,007     | (41,183)    | 117.45%   | 276,078     |
| Total NET OPERATING REVENUE/(EXPENDITURES)                             | 5,857     | (256,901) | 262,758     | (3,567,066) | (4,350,416) | 783,350     | (5,911,204) | (2,344,138) | 60.34%    | (4,307,971) |
| NON-OPERATING REVENUE  |           |           |             |             |             |             |             |             |           |             |
| Fund Balance:  |           |           |             |             |             |             |             |             |           |             |
| Other Funds - Fund Balance   | -         | -         | -           | 38,742      | 46,592      | (7,850)     | 4,740,938   | 4,702,196   | 0.82%     | 20,000      |
| Total Fund Balance   | -         | -         | -           | 38,742      | 46,592      | (7,850)     | 4,740,938   | 4,702,196   | 0.82%     | 20,000      |
| Property Taxes Collected to Pay GO Bonds:                              |           |           |             |             |             |             |             |             |           |             |
| Other Funds - Property Taxes Collected to Pay GO Bonds                 | 86        | 86        | 0           | 111,737     | 111,735     | 2           | 112,102     | 365         | 99.67%    | 2,063,523   |
| Total Property Taxes Collected to Pay GO Bonds                         | 86        | 86        | 0           | 111,737     | 111,735     | 2           | 112,102     | 365         | 99.67%    | 2,063,523   |
| Property Taxes Collected for Operations:                               |           |           |             |             |             |             |             |             |           |             |
| Administration - Property Taxes Collected for Operations               | (551,957) | (563,277) | 11,320      | 8,755,491   | 8,892,772   | (137,281)   | 7,507,108   | (1,248,383) | 116.63%   | 8,906,067   |
| Total Parks and Clement Park - Property Taxes Collected for Operations | 308,123   | 308,122   | 1           | 3,280,478   | 3,280,478   | 0           | 4,095,391   | 814,913     | 80.10%    | 2,989,940   |
| Leisure Services Summary - Property Taxes Collected for Operations     | 67,742    | 67,742    | 0           | 766,866     | 766,866     | 0           | 977,986     | 211,120     | 78.41%    | 804,668     |
| Other Funds - Property Taxes Collected for Operations                  | 197,376   | 197,376   | 0           | 31,390      | 31,390      | 0           | 433,658     | 402,268     | 7.24%     | (1,778,722) |
| Total Property Taxes Collected for Operations                          | 21,284    | 9,963     | 11,321      | 12,834,224  | 12,971,505  | (137,281)   | 13,014,143  | 179,919     | 98.62%    | 10,921,953  |

|   | September      |                |                         | YTD            |                |                         | 2021               |                     |                | 2020<br>YTD |
|---|----------------|----------------|-------------------------|----------------|----------------|-------------------------|--------------------|---------------------|----------------|-------------|
|   | 2021<br>Actual | 2021<br>Budget | Fav/(Unfav)<br>Variance | 2021<br>Actual | 2021<br>Budget | Fav/(Unfav)<br>Variance | Original<br>Budget | Remaining<br>Budget | %<br>Completed |             |
| Specific Ownership Taxes:                               |                |                |                         |                |                |                         |                    |                     |                |             |
| Other Funds - Specific Ownership Taxes                  | 95,029         | 73,555         | 21,474                  | 766,706        | 685,965        | 80,741                  | 943,795            | 177,089             | 81.24%         | 708,988     |
| Total Specific Ownership Taxes                          | 95,029         | 73,555         | 21,474                  | 766,706        | 685,965        | 80,741                  | 943,795            | 177,089             | 81.24%         | 708,988     |
| Conservation Trust:                                     |                |                |                         |                |                |                         |                    |                     |                |             |
| Other Funds - Conservation Trust                        | 133,288        | 125,640        | 7,649                   | 442,328        | 376,919        | 65,409                  | 502,558            | 60,230              | 88.02%         | 370,855     |
| Total Conservation Trust                                | 133,288        | 125,640        | 7,649                   | 442,328        | 376,919        | 65,409                  | 502,558            | 60,230              | 88.02%         | 370,855     |
| Contributions and Grants:                               |                |                |                         |                |                |                         |                    |                     |                |             |
| Total Parks and Clement Park - Contributions and Grants | 259            | -              | 259                     | 4,542          | 2,500          | 2,042                   | 2,500              | (2,042)             | 181.69%        | 500         |
| Leisure Services Summary - Contributions and Grants     | (850)          | -              | (850)                   | 250            | -              | 250                     | -                  | (250)               | 0.00%          | -           |
| Other Funds - Contributions and Grants                  | 850            | 100            | 750                     | 641,647        | 65,847         | 575,800                 | 66,147             | (575,500)           | 970.03%        | 1,627,272   |
| Total Contributions and Grants                          | 259            | 100            | 159                     | 646,440        | 68,347         | 578,093                 | 68,647             | (577,793)           | 941.69%        | 1,627,772   |
| Investment Income:                                      |                |                |                         |                |                |                         |                    |                     |                |             |
| Administration - Investment Income                      | 2,673          | 3,792          | (1,120)                 | 20,446         | 36,396         | (15,950)                | 48,026             | 27,580              | 42.57%         | 76,815      |
| Total Investment Income                                 | 2,673          | 3,792          | (1,120)                 | 20,446         | 36,396         | (15,950)                | 48,026             | 27,580              | 42.57%         | 76,815      |
| QEBC Interest Expense Subsidy:                          |                |                |                         |                |                |                         |                    |                     |                |             |
| Other Funds - QEBC Interest Expense Subsidy             | 0              | 9,658          | (9,658)                 | 0              | 19,316         | (19,316)                | 19,316             | 19,316              | 0.00%          | 26,928      |
| Total QEBC Interest Expense Subsidy                     | 0              | 9,658          | (9,658)                 | 0              | 19,316         | (19,316)                | 19,316             | 19,316              | 0.00%          | 26,928      |
| Gain/(Loss) on Investments in Bergen:                   |                |                |                         |                |                |                         |                    |                     |                |             |
| Administration - Gain/(Loss) on Investments in Bergen   | -              | -              | -                       | (7,881)        | -              | (7,881)                 | -                  | 7,881               | 0.00%          | (7,881)     |
| Total Gain/(Loss) on Investments in Bergen              | -              | -              | -                       | (7,881)        | -              | (7,881)                 | -                  | 7,881               | 0.00%          | (7,881)     |
| Gain/(Loss) on Sale of Capital Assets:                  |                |                |                         |                |                |                         |                    |                     |                |             |
| Other Funds - Gain/(Loss) on Sale of Capital Assets     | -              | -              | -                       | 23,800         | -              | 23,800                  | -                  | (23,800)            | 0.00%          | -           |
| Total Gain/(Loss) on Sale of Capital Assets             | -              | -              | -                       | 23,800         | -              | 23,800                  | -                  | (23,800)            | 0.00%          | -           |
| Proceeds from Insurance :                               |                |                |                         |                |                |                         |                    |                     |                |             |
| Leisure Services Summary - Proceeds from Insurance      | -              | -              | -                       | 4,804          | -              | 4,804                   | -                  | (4,804)             | 0.00%          | -           |
| Total Proceeds from Insurance                           | -              | -              | -                       | 4,804          | -              | 4,804                   | -                  | (4,804)             | 0.00%          | -           |
| Financing Proceeds:                                     |                |                |                         |                |                |                         |                    |                     |                |             |
| Other Funds - Financing Proceeds                        | 35,261,068     | -              | 35,261,068              | 35,261,068     | -              | 35,261,068              | -                  | (35,261,068)        | 0.00%          | -           |
| Total Financing Proceeds                                | 35,261,068     | -              | 35,261,068              | 35,261,068     | -              | 35,261,068              | -                  | (35,261,068)        | 0.00%          | -           |
| Other Income:   |                |                |                         |                |                |                         |                    |                     |                |             |

|  | September         |                |                   | YTD               |                   |                   | 2021              |                     |                | 2020<br>YTD       |
|--|-------------------|----------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|----------------|-------------------|
|  | 2021              | 2021           | Fav/(Unfav)       | 2021              | 2021              | Fav/(Unfav)       | Original          | Remaining           | %              |                   |
|  | Actual            | Budget         | Variance          | Actual            | Budget            | Variance          | Budget            | Budget              | Completed      |                   |
| Administration - Other Income  | 22,057            | -              | 22,057            | 102,942           | -                 | 102,942           | -                 | (102,942)           | 0.00%          | -                 |
| Leisure Services Summary - Other Income  | -                 | -              | -                 | 174,225           | -                 | 174,225           | -                 | (174,225)           | 0.00%          | 27,500            |
| Other Funds - Other Income   | 728               | -              | 728               | 27,518            | -                 | 27,518            | -                 | (27,518)            | 0.00%          | 10,389            |
| <b>Total Other Income</b>  | <b>22,785</b>     | <b>-</b>       | <b>22,785</b>     | <b>304,685</b>    | <b>-</b>          | <b>304,685</b>    | <b>-</b>          | <b>(304,685)</b>    | <b>0.00%</b>   | <b>37,889</b>     |
| <b>TOTAL NON-OPERATING REVENUE:</b>  |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - TOTAL NON-OPERATING REVENUE                                   | (527,228)         | (559,485)      | 32,257            | 8,870,998         | 8,929,168         | (58,170)          | 7,555,133         | (1,315,864)         | 117.42%        | 8,975,001         |
| Total Parks and Clement Park - TOTAL NON-OPERATING REVENUE                     | 308,382           | 308,122        | 260               | 3,285,020         | 3,282,978         | 2,042             | 4,097,891         | 812,871             | 80.16%         | 2,990,440         |
| Leisure Services Summary - TOTAL NON-OPERATING REVENUE                         | 66,892            | 67,742         | (850)             | 946,145           | 766,866           | 179,279           | 977,986           | 31,842              | 96.74%         | 832,168           |
| Other Funds - TOTAL NON-OPERATING REVENUE                                      | 35,688,426        | 406,414        | 35,282,012        | 37,344,937        | 1,337,764         | 36,007,173        | 6,818,514         | (30,526,423)        | 547.70%        | 3,049,232         |
| <b>Total TOTAL NON-OPERATING REVENUE</b>                                       | <b>35,536,472</b> | <b>222,794</b> | <b>35,313,678</b> | <b>50,447,099</b> | <b>14,316,775</b> | <b>36,130,325</b> | <b>19,449,525</b> | <b>(30,997,574)</b> | <b>259.37%</b> | <b>15,846,842</b> |
| <b>NON-OPERATING EXPENDITURES</b>  |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| <b>Grant Expenditures:</b>   |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Other Funds - Grant Expenditures   | 637               | 1,586          | 949               | 32,474            | 95,032            | 62,558            | 144,785           | 112,311             | 22.43%         | 102,951           |
| <b>Total Grant Expenditures</b>  | <b>637</b>        | <b>1,586</b>   | <b>949</b>        | <b>32,474</b>     | <b>95,032</b>     | <b>62,558</b>     | <b>144,785</b>    | <b>112,311</b>      | <b>22.43%</b>  | <b>102,951</b>    |
| <b>Facilities &amp; Equipment Repairs and Replacements:</b>                    |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Total Parks and Clement Park - Facilities & Equipment Repairs and Replacements | -                 | -              | -                 | 20,000            | 20,000            | -                 | 20,000            | -                   | 100.00%        | 20,000            |
| Other Funds - Facilities & Equipment Repairs and Replacements                  | 438,310           | 438,310        | -                 | 3,486,472         | 3,486,472         | -                 | 11,360,566        | 7,874,094           | 30.69%         | 2,837,685         |
| <b>Total Facilities &amp; Equipment Repairs and Replacements</b>               | <b>438,310</b>    | <b>438,310</b> | <b>-</b>          | <b>3,506,472</b>  | <b>3,506,472</b>  | <b>-</b>          | <b>11,380,566</b> | <b>7,874,094</b>    | <b>30.81%</b>  | <b>2,857,685</b>  |
| <b>Debt Payments:</b>  |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Other Funds - Debt Payments  | 265,000           | 265,000        | -                 | 344,000           | 344,000           | -                 | 1,235,700         | 891,700             | 27.84%         | 543,700           |
| <b>Total Debt Payments</b>   | <b>265,000</b>    | <b>265,000</b> | <b>-</b>          | <b>344,000</b>    | <b>344,000</b>    | <b>-</b>          | <b>1,235,700</b>  | <b>891,700</b>      | <b>27.84%</b>  | <b>543,700</b>    |
| <b>Interest Expense:</b>   |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Golf Summary - Interest Expense  | -                 | -              | -                 | -                 | -                 | -                 | -                 | -                   | 0.00%          | 3,696             |
| Other Funds - Interest Expense   | 15,525            | 15,525         | -                 | 304,125           | 304,143           | 18                | 574,326           | 270,201             | 52.95%         | 379,809           |
| <b>Total Interest Expense</b>  | <b>15,525</b>     | <b>15,525</b>  | <b>-</b>          | <b>304,125</b>    | <b>304,143</b>    | <b>18</b>         | <b>574,326</b>    | <b>270,201</b>      | <b>52.95%</b>  | <b>383,505</b>    |
| <b>Bond Issuance Cost/Amortization:</b>  |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Other Funds - Bond Issuance Cost/Amortization                                  | 261,068           | -              | (261,068)         | 261,068           | -                 | (261,068)         | -                 | (261,068)           | 0.00%          | -                 |
| <b>Total Bond Issuance Cost/Amortization</b>                                   | <b>261,068</b>    | <b>-</b>       | <b>(261,068)</b>  | <b>261,068</b>    | <b>-</b>          | <b>(261,068)</b>  | <b>-</b>          | <b>(261,068)</b>    | <b>0.00%</b>   | <b>-</b>          |
| <b>Other Expenditures:</b>   |                   |                |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - Other Expenditures  | -                 | -              | -                 | 14,679            | -                 | (14,679)          | -                 | (14,679)            | 0.00%          | (13,609)          |
| Total Parks and Clement Park - Other Expenditures                              | 1                 | 1              | 0                 | 1,535             | 1,535             | 0                 | 1,540             | 5                   | 99.65%         | 1,532             |
| Other Funds - Other Expenditures   | 320               | 150            | (170)             | 196,854           | 200,263           | 3,409             | 201,403           | 4,549               | 97.74%         | 197,502           |
| <b>Total Other Expenditures</b>  | <b>321</b>        | <b>151</b>     | <b>(170)</b>      | <b>213,069</b>    | <b>201,799</b>    | <b>(11,270)</b>   | <b>202,944</b>    | <b>(10,125)</b>     | <b>104.99%</b> | <b>185,426</b>    |

|   | September         |                  |                   | YTD               |                   |                   | 2021              |                     |                | 2020<br>YTD       |
|---|-------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|----------------|-------------------|
|   | 2021              | 2021             | Fav/(Unfav)       | 2021              | 2021              | Fav/(Unfav)       | Original          | Remaining           | %              |                   |
|   | Actual            | Budget           | Variance          | Actual            | Budget            | Variance          | Budget            | Budget              | Completed      |                   |
| TOTAL NON-OPERATING EXPENDITURES:                               |                   |                  |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - TOTAL NON-OPERATING EXPENDITURES               | -                 | -                | -                 | 14,679            | -                 | (14,679)          | -                 | (14,679)            | 0.00%          | (13,609)          |
| Total Parks and Clement Park - TOTAL NON-OPERATING EXPENDITURES | 1                 | 1                | 0                 | 21,535            | 21,535            | 0                 | 21,540            | 5                   | 99.97%         | 21,532            |
| Golf Summary - TOTAL NON-OPERATING EXPENDITURES                 | -                 | -                | -                 | -                 | -                 | -                 | -                 | -                   | 0.00%          | 3,696             |
| Other Funds - TOTAL NON-OPERATING EXPENDITURES                  | 980,860           | 720,571          | (260,289)         | 4,624,993         | 4,429,909         | (195,084)         | 13,516,780        | 8,891,787           | 34.22%         | 4,061,648         |
| <b>Total TOTAL NON-OPERATING EXPENDITURES</b>                   | <b>980,861</b>    | <b>720,572</b>   | <b>(260,289)</b>  | <b>4,661,207</b>  | <b>4,451,445</b>  | <b>(209,763)</b>  | <b>13,538,320</b> | <b>8,877,113</b>    | <b>34.43%</b>  | <b>4,073,267</b>  |
| NET REVENUE/(EXPENDITURES):                                     |                   |                  |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - NET REVENUE/(EXPENDITURES)                     | (641,177)         | (725,680)        | 84,503            | 7,358,471         | 7,312,592         | 45,879            | 5,447,339         | (1,911,132)         | 135.08%        | 7,383,406         |
| Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)       | (62,809)          | -                | (62,809)          | 181,041           | -                 | 181,041           | -                 | (181,041)           | 0.00%          | (176,050)         |
| Leisure Services Summary - NET REVENUE/(EXPENDITURES)           | 173,240           | 121,576          | 51,664            | (603,223)         | 306,786           | (910,009)         | 354,939           | 958,162             | (169.95%)      | (1,316,579)       |
| Golf Summary - NET REVENUE/(EXPENDITURES)                       | 345,502           | 135,090          | 210,412           | 2,285,403         | 778,944           | 1,506,460         | 659,981           | (1,625,423)         | 346.28%        | 2,311,165         |
| Other Funds - NET REVENUE/(EXPENDITURES)                        | 34,746,713        | (285,664)        | 35,032,377        | 32,997,133        | (2,883,409)       | 35,880,542        | (6,462,259)       | (39,459,392)        | (510.61%)      | (736,338)         |
| <b>Total NET REVENUE/(EXPENDITURES)</b>                         | <b>34,561,468</b> | <b>(754,679)</b> | <b>35,316,146</b> | <b>42,218,825</b> | <b>5,514,913</b>  | <b>36,703,912</b> | <b>0</b>          | <b>(42,218,825)</b> |                | <b>7,465,604</b>  |
| TOTAL REVENUE:  |                   |                  |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - TOTAL REVENUE                                  | (525,086)         | (559,485)        | 34,399            | 8,889,125         | 8,942,668         | (53,542)          | 7,569,233         | (1,319,892)         | 117.44%        | 8,987,529         |
| Total Parks and Clement Park - TOTAL REVENUE                    | 363,010           | 451,045          | (88,035)          | 3,648,228         | 3,813,163         | (164,935)         | 4,632,251         | 984,022             | 78.76%         | 3,108,330         |
| Leisure Services Summary - TOTAL REVENUE                        | 944,754           | 964,631          | (19,877)          | 7,112,063         | 9,161,423         | (2,049,360)       | 11,710,003        | 4,597,940           | 60.73%         | 4,785,545         |
| Golf Summary - TOTAL REVENUE                                    | 785,454           | 500,090          | 285,364           | 5,526,862         | 4,019,868         | 1,506,994         | 4,691,589         | (835,273)           | 117.80%        | 5,268,026         |
| Other Funds - TOTAL REVENUE                                     | 35,727,573        | 434,907          | 35,292,666        | 37,622,126        | 1,546,501         | 36,075,626        | 7,054,521         | (30,567,605)        | 533.31%        | 3,325,310         |
| <b>Total TOTAL REVENUE</b>                                      | <b>37,295,706</b> | <b>1,791,188</b> | <b>35,504,518</b> | <b>62,798,405</b> | <b>27,483,621</b> | <b>35,314,783</b> | <b>35,657,598</b> | <b>(27,140,807)</b> | <b>176.12%</b> | <b>25,474,740</b> |
| TOTAL EXPENDITURES:   |                   |                  |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - TOTAL EXPENDITURES                             | 116,092           | 166,196          | 50,104            | 1,530,654         | 1,630,075         | 99,421            | 2,121,894         | 591,240             | 72.14%         | 1,604,123         |
| Total Parks and Clement Park - TOTAL EXPENDITURES               | 425,820           | 451,045          | 25,225            | 3,467,187         | 3,813,163         | 345,975           | 4,632,251         | 1,165,063           | 74.85%         | 3,284,380         |
| Leisure Services Summary - TOTAL EXPENDITURES                   | 771,515           | 843,055          | 71,541            | 7,715,286         | 8,854,636         | 1,139,350         | 11,355,064        | 3,639,778           | 67.95%         | 6,102,124         |
| Golf Summary - TOTAL EXPENDITURES                               | 439,953           | 365,000          | (74,952)          | 3,241,459         | 3,240,924         | (535)             | 4,031,609         | 790,150             | 80.40%         | 2,956,861         |
| Other Funds - TOTAL EXPENDITURES                                | 980,860           | 720,571          | (260,289)         | 4,624,993         | 4,429,909         | (195,084)         | 13,516,780        | 8,891,787           | 34.22%         | 4,061,648         |
| <b>Total TOTAL EXPENDITURES</b>                                 | <b>2,734,239</b>  | <b>2,545,867</b> | <b>(188,372)</b>  | <b>20,579,579</b> | <b>21,968,708</b> | <b>1,389,129</b>  | <b>35,657,598</b> | <b>15,078,018</b>   | <b>57.71%</b>  | <b>18,009,136</b> |
| NET REVENUE/(EXPENDITURES):                                     |                   |                  |                   |                   |                   |                   |                   |                     |                |                   |
| Administration - NET REVENUE/(EXPENDITURES)                     | (641,177)         | (725,680)        | 84,503            | 7,358,471         | 7,312,592         | 45,879            | 5,447,339         | (1,911,132)         | 135.08%        | 7,383,406         |
| Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)       | (62,809)          | -                | (62,809)          | 181,041           | -                 | 181,041           | -                 | (181,041)           | 0.00%          | (176,050)         |
| Leisure Services Summary - NET REVENUE/(EXPENDITURES)           | 173,240           | 121,576          | 51,664            | (603,223)         | 306,786           | (910,009)         | 354,939           | 958,162             | (169.95%)      | (1,316,579)       |
| Golf Summary - NET REVENUE/(EXPENDITURES)                       | 345,502           | 135,090          | 210,412           | 2,285,403         | 778,944           | 1,506,460         | 659,981           | (1,625,423)         | 346.28%        | 2,311,165         |
| Other Funds - NET REVENUE/(EXPENDITURES)                        | 34,746,713        | (285,664)        | 35,032,377        | 32,997,133        | (2,883,409)       | 35,880,542        | (6,462,259)       | (39,459,392)        | (510.61%)      | (736,338)         |
| <b>Total NET REVENUE/(EXPENDITURES)</b>                         | <b>34,561,468</b> | <b>(754,679)</b> | <b>35,316,146</b> | <b>42,218,825</b> | <b>5,514,913</b>  | <b>36,703,912</b> | <b>0</b>          | <b>(42,218,825)</b> |                | <b>7,465,604</b>  |

Foothills Park & Recreation as of September 30, 2021

|   | Operating Revenue |                   |                      | Operating Expenditures |                   |                      | Net Operating Revenue (Loss) |                    |                      |
|---|-------------------|-------------------|----------------------|------------------------|-------------------|----------------------|------------------------------|--------------------|----------------------|
|   | Actual            | Budget            | Variance Fav/(Unfav) | Actual                 | Budget            | Variance Fav/(Unfav) | Actual                       | Budget             | Variance Fav/(Unfav) |
| <b>Administration</b>                     |                   |                   |                      |                        |                   |                      |                              |                    |                      |
| <b>Executive Director</b>                 | 10,286            | 10,000            | 286                  | 490,077                | 520,590           | 30,513               | (479,791)                    | (510,590)          | 30,799               |
| <b>Marketing</b>                          | 7,025             | 3,500             | 3,525                | 215,356                | 270,391           | 55,035               | (208,331)                    | (266,891)          | 58,560               |
| <b>Finance</b>                            | 800               |                   | 800                  | 367,982                | 389,814           | 21,832               | (367,182)                    | (389,814)          | 22,632               |
| <b>Human Resources</b>                    | 18                |                   | 18                   | 192,581                | 195,344           | 2,763                | (192,563)                    | (195,344)          | 2,781                |
| <b>Information Technology</b>             |                   |                   |                      | 249,980                | 253,937           | 3,957                | (249,980)                    | (253,937)          | 3,957                |
| <b>Total Administration</b>               | <u>18,129</u>     | <u>13,500</u>     | <u>4,629</u>         | <u>1,515,976</u>       | <u>1,630,076</u>  | <u>114,100</u>       | <u>(1,497,847)</u>           | <u>(1,616,576)</u> | <u>118,729</u>       |
| <b>Parks</b>                              |                   |                   |                      |                        |                   |                      |                              |                    |                      |
| <b>Parks Administration</b>               | 2,000             |                   | 2,000                | 295,001                | 287,514           | (7,487)              | (293,001)                    | (287,514)          | (5,487)              |
| <b>Fleet Maintenance</b>                  | 37                |                   | 37                   | 388,585                | 377,729           | (10,856)             | (388,548)                    | (377,729)          | (10,819)             |
| <b>Urban Parks</b>                        | 56,193            | 139,630           | (83,437)             | 1,316,372              | 1,530,431         | 214,059              | (1,260,179)                  | (1,390,801)        | 130,622              |
| <b>Regional Parks</b>                     | 134,347           | 220,136           | (85,789)             | 697,802                | 769,685           | 71,883               | (563,455)                    | (549,549)          | (13,906)             |
| <b>Kipling Villas</b>                     |                   |                   |                      | 64,958                 | 97,596            | 32,638               | (64,958)                     | (97,596)           | 32,638               |
| <b>Clement Park</b>                       | 170,631           | 170,419           | 212                  | 682,935                | 728,672           | 45,737               | (512,304)                    | (558,253)          | 45,949               |
| <b>Total Parks</b>                        | <u>363,208</u>    | <u>530,185</u>    | <u>(166,977)</u>     | <u>3,445,653</u>       | <u>3,791,627</u>  | <u>345,974</u>       | <u>(3,082,445)</u>           | <u>(3,261,442)</u> | <u>178,997</u>       |
| <b>Leisure Service</b>                    |                   |                   |                      |                        |                   |                      |                              |                    |                      |
| <b>LS Administration</b>                  |                   |                   |                      | 306,150                | 330,466           | 24,316               | (306,150)                    | (330,466)          | 24,316               |
| <b>Baby Sitting</b>                       | (97)              | 6,757             | (6,854)              | 27                     | 10,536            | 10,509               | (124)                        | (3,779)            | 3,655                |
| <b>Lilley Gulch Rec Center</b>            | 61,476            | 72,329            | (10,853)             | 223,825                | 235,540           | 11,715               | (162,349)                    | (163,211)          | 862                  |
| <b>Peak Wellness Center</b>               | 137,663           | 163,458           | (25,795)             | 259,371                | 250,194           | (9,177)              | (121,708)                    | (86,736)           | (34,972)             |
| <b>Ridge Rec Center</b>                   | 194,341           | 281,979           | (87,638)             | 403,670                | 432,324           | 28,654               | (209,329)                    | (150,345)          | (58,984)             |
| <b>Climbing Wall</b>                      | 1,368             | 2,502             | (1,134)              | 3,011                  | 3,776             | 765                  | (1,643)                      | (1,274)            | (369)                |
| <b>Total Facility Operations</b>          | <u>394,751</u>    | <u>527,025</u>    | <u>(132,274)</u>     | <u>889,904</u>         | <u>932,370</u>    | <u>42,466</u>        | <u>(495,153)</u>             | <u>(405,345)</u>   | <u>(89,808)</u>      |
| <b>Facility Maintenance</b>               | 1,149             |                   | 1,149                | 426,810                | 479,401           | 52,591               | (425,661)                    | (479,401)          | 53,740               |
| <b>Wellness Programs</b>                  | 330,434           | 415,909           | (85,475)             | 339,587                | 375,993           | 36,406               | (9,153)                      | 39,916             | (49,069)             |
| <b>Cultural Arts</b>                      | 152,322           | 204,686           | (52,364)             | 182,411                | 215,234           | 32,823               | (30,089)                     | (10,548)           | (19,541)             |
| <b>Children's Program Administration</b>  | 72,945            | 101,315           | (28,370)             | 1,087,991              | 1,157,976         | 69,985               | (1,015,046)                  | (1,056,661)        | 41,615               |
| <b>Children's Program Teen Program</b>    | 5,684             | 7,601             | (1,917)              | 2,382                  | 5,349             | 2,967                | 3,302                        | 2,252              | 1,050                |
| <b>Children's Program Preschool, AI</b>   | 285,237           | 383,916           | (98,679)             | 155,238                | 215,300           | 60,062               | 129,999                      | 168,616            | (38,617)             |
| <b>Children's Program B&amp;A</b>         | 402,384           | 921,734           | (519,350)            | 131,985                | 296,847           | 164,862              | 270,399                      | 624,887            | (354,488)            |
| <b>Children's Program Camp</b>            | 574,113           | 1,306,384         | (732,271)            | 272,705                | 650,569           | 377,864              | 301,408                      | 655,815            | (354,407)            |
| <b>Total Children's Programs</b>          | <u>1,340,363</u>  | <u>2,720,950</u>  | <u>(1,380,587)</u>   | <u>1,650,301</u>       | <u>2,326,041</u>  | <u>675,740</u>       | <u>(309,938)</u>             | <u>394,909</u>     | <u>(704,847)</u>     |
| <b>Aquatics Administration</b>            |                   |                   |                      | 275,770                | 299,430           | 23,660               | (275,770)                    | (299,430)          | 23,660               |
| <b>Deer Creek Pool</b>                    | 93,124            | 92,018            | 1,106                | 139,908                | 159,992           | 20,084               | (46,784)                     | (67,974)           | 21,190               |
| <b>Columbine West Pool</b>                | 37,382            | 28,925            | 8,457                | 88,313                 | 91,270            | 2,957                | (50,931)                     | (62,345)           | 11,414               |
| <b>Sixth Avenue West Pool</b>             | 3,099             | 37,026            | (33,927)             | 16,344                 | 80,210            | 63,866               | (13,245)                     | (43,184)           | 29,939               |
| <b>Lilley Gulch Pool</b>                  | 59,219            | 56,526            | 2,693                | 121,104                | 124,984           | 3,880                | (61,885)                     | (68,458)           | 6,573                |
| <b>Ridge Pool</b>                         | 387,642           | 512,793           | (125,151)            | 707,665                | 672,057           | (35,608)             | (320,023)                    | (159,264)          | (160,759)            |
| <b>Weaver Hollow Pool</b>                 | 123,002           | 96,684            | 26,318               | 149,856                | 162,895           | 13,039               | (26,854)                     | (66,211)           | 39,357               |
| <b>Total Aquatics</b>                     | <u>703,468</u>    | <u>823,972</u>    | <u>(120,504)</u>     | <u>1,498,960</u>       | <u>1,590,838</u>  | <u>91,878</u>        | <u>(795,492)</u>             | <u>(766,866)</u>   | <u>(28,626)</u>      |
| <b>Edge</b>                               | 1,669,162         | 1,712,380         | (43,218)             | 1,195,951              | 1,191,971         | (3,980)              | 473,211                      | 520,409            | (47,198)             |
| <b>District Athletics Adult Sports</b>    | 226,311           | 294,658           | (68,347)             | 175,969                | 181,884           | 5,915                | 50,342                       | 112,774            | (62,432)             |
| <b>District Athletics Concessions/Mi:</b> | 27,063            | 34,129            | (7,066)              | 2,122                  | 1,845             | (277)                | 24,941                       | 32,284             | (7,343)              |
| <b>Schaefer Batting Cage</b>              | 46,522            | 52,791            | (6,269)              | 27,382                 | 32,903            | 5,521                | 19,140                       | 19,888             | (748)                |
| <b>District Athletics Administration</b>  | 58,566            | 40,256            | 18,310               | 105,486                | 107,545           | 2,059                | (46,920)                     | (67,289)           | 20,369               |
| <b>Clement Park Batting Cage</b>          | 37,733            | 44,439            | (6,706)              | 20,834                 | 33,351            | 12,517               | 16,899                       | 11,088             | 5,811                |
| <b>Clement Park Concessions</b>           | 3,237             | 6,690             | (3,453)              | 2,061                  | 2,070             | 9                    | 1,176                        | 4,620              | (3,444)              |
| <b>Clement Splash Park</b>                | 20,704            | 20,610            | 94                   | 14,610                 | 13,476            | (1,134)              | 6,094                        | 7,134              | (1,040)              |
| <b>Foothills Sports Arena</b>             | 189,942           | 335,859           | (145,917)            | 184,601                | 264,206           | 79,605               | 5,341                        | 71,653             | (66,312)             |
| <b>Youth &amp; Middle School Sports</b>   | 384,506           | 386,194           | (1,688)              | 199,289                | 213,925           | 14,636               | 185,217                      | 172,269            | 12,948               |
| <b>Gymnastics</b>                         | 191,111           | 268,400           | (77,289)             | 134,934                | 162,898           | 27,964               | 56,177                       | 105,502            | (49,325)             |
| <b>Sports Specialty Programming</b>       | 152,688           | 163,587           | (10,899)             | 171,346                | 174,812           | 3,466                | (18,658)                     | (11,225)           | (7,433)              |
| <b>Total District Athletics</b>           | <u>1,338,383</u>  | <u>1,647,613</u>  | <u>(309,230)</u>     | <u>1,038,634</u>       | <u>1,188,915</u>  | <u>150,281</u>       | <u>299,749</u>               | <u>458,698</u>     | <u>(158,949)</u>     |
| <b>Foothills Fieldhouse</b>               | 235,885           | 342,022           | (106,137)            | 186,576                | 223,407           | 36,831               | 49,309                       | 118,615            | (69,306)             |
| <b>Total Leisure Service</b>              | <u>6,165,917</u>  | <u>8,394,557</u>  | <u>(2,228,640)</u>   | <u>7,715,284</u>       | <u>8,854,636</u>  | <u>1,139,352</u>     | <u>(1,549,367)</u>           | <u>(460,079)</u>   | <u>(1,089,288)</u>   |
| <b>Golf</b>                               |                   |                   |                      |                        |                   |                      |                              |                    |                      |
| <b>Foothills Golf Course</b>              | 3,338,194         | 2,466,475         | 871,719              | 1,686,835              | 1,794,647         | 107,812              | 1,651,359                    | 671,828            | 979,531              |
| <b>Meadows Golf Course</b>                | 2,188,668         | 1,553,393         | 635,275              | 1,554,624              | 1,446,277         | (108,347)            | 634,044                      | 107,116            | 526,928              |
| <b>Total Golf</b>                         | <u>5,526,862</u>  | <u>4,019,868</u>  | <u>1,506,994</u>     | <u>3,241,459</u>       | <u>3,240,924</u>  | <u>(535)</u>         | <u>2,285,403</u>             | <u>778,944</u>     | <u>1,506,459</u>     |
| <b>Other Funds (Golf Developme</b>        | 277,190           | 208,737           | 68,453               |                        |                   |                      | 277,190                      | 208,737            | 68,453               |
| <b>Total District</b>                     | <u>12,351,306</u> | <u>13,166,847</u> | <u>(815,541)</u>     | <u>15,918,372</u>      | <u>17,517,263</u> | <u>1,598,891</u>     | <u>(3,567,066)</u>           | <u>(4,350,416)</u> | <u>783,350</u>       |



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** October 26, 2021  
**MEMO TO:** Foothills Board of Directors  
**FROM:** Ronald Hopp, Executive Director  
**SUBJECT:** Capital Projects Report through September 30, 2021

## **Parks, Planning and Construction**

### **2020 Mill Levy Projects**

Budget: \$2,190,000 2020 Mill Levy Funds  
Additional Funding Sources: \$170,571 SB35 Funds Requested 2/6/2020  
\$ 37,628 SB35 Funds Requested 6/23/2020  
Other Funding: \$200,000 Reserves for the Lilley Pad Playground  
\$117,100 Allocation from 2018 Projects  
\$430,282 Allocation from 2019 Projects

**Available Budget: \$3,145,581**

Expenses to date: \$2,841,306  
Scheduled Completion: Spring 2020

#### Woodmar Square Park

- Project Completed

#### Alper's Farm Park

- Contracted Project Completed
- Staff will refurbish Gazebo in the Fall

#### Eagle Meadows Park

- Project Completed

#### Schaefer Athletic Complex Playground

- Playground installed and completed.

#### Williamsburg 1 Trail, Kipling Trail, Stoney Creek Trail

- Williamsburg 1 Trail – Complete
- Stoney Creek Trail – Complete
- Kipling Trail Repairs – Complete

#### Lilley Pad Park

- Playground and amenities- Complete

### **2021 Mill Levy Projects**

Budget: \$2,200,000  
Funding: \$2,200,000 – 2021 Mill Levy Capital Funds  
Expenses to Date: \$197,645  
Scheduled Completion: Spring 2022

#### Lakehurst Park

- Community Meeting hosted on 4/24/2021
- Additional research is being conducted on sidewalks throughout the park including meeting with Jefferson County, and HOA
- The County is researching all property restrictions for the HOA.

#### Westbury Greenbelt

- Richdell Construction awarded contract
- Work will be over the winter 2021-2022

#### Columbine Hills Park

- Richdell Construction awarded contract
- Contractor mobilized on site and working on irrigation

#### Columbine Hills Sports Park

- Richdell Construction awarded contract
- Contractor mobilized on site and working on irrigation

#### Westfield Park

- Richdell Construction awarded contract
- Work will be over the winter 2021-2022

#### Victory Park

- Richdell Construction awarded contract
- Work will be winter 2021-2022

#### Robert A. Easton Regional Park

- Preliminary review with Jeffco is completed
- Design in progress (Shade structures, ballfield in NW section of the park)

#### Bellevue Acres Park

Budget: \$216,000

Funding: \$216,000 - SB35 Development Funds

Expenses to Date: \$170,665

- Staff working on tap fees and quotes for larger water tap

#### Clement Park Tennis and Pickleball Court Complex

Budget: \$1,860,000

Expenses to date: \$99,121

Funding: District Capital Budget

Scheduled Completion: Late Spring 2022

- Contract completed with Krische Construction
- Contractor mobilizing on site
- Demo work to begin week of 10/25/21

## **Leisure Services**

#### Jason Jennings Field Replacement

Budget: \$132,000 (total project is \$351,750 - \$219,750 will be reimbursed from Miracle League of Mile High Denver)

Funding: Mill Levy

Expenses to Date: \$361,550

Budget Remaining: (\$229,550)

Scheduled Completion: Project Substantially Completed

- Under contract with Academy Sports Turf. Project scheduled for June 15 through July 15, 2020.
- Drainage issues on the perimeter of the field were identified and addressed. These improvements allow water to drain off the surface of the field.
- During installation, standing water was on the subsurface. Core samples of the subsurface were obtained. Discussion with the field representatives occurred regarding the standing water. It was determined that the water was not an issue and the installation was completed. After completion, several “bubbles of water” appeared under the turf. The district is working with the company to remedy this issue.
- Project substantially completed and a 90% payment paid. The district is holding 10% as contingency. Miracle League of Metro Denver has made the first installment of their share, which is \$94,972.50.
- We were experiencing “bubbles” in the field, which are believed to be water vapor; however, it has been 3 months since one has appeared. We are continuing to work with the installation company as well as the manufacturing representative to resolve the issue.
- Field cleaning and inspection occurred the week of April 5. A few new small bubbles were observed. After deflating them it was determined that there was no water in the bubbles, the field looked great otherwise. We are observing the field throughout the first few weeks of this season to determine if the field concerns have been remediated.
- We are still experiencing some bubbling with the wet spring and continue to have discussions with Academy Sports Turf.

#### Ice Resurfacers for Edge

Budget: \$130,000

Funding: District Capital Project Budget

Expenses to Date: \$144,926

Budget Remaining: \$1859 – Project Completed

Scheduled Completion: Projected Completed June 2021

- A competitive bid process was conducted in January 2021. Bids were received from Zamboni and Olympia. Staff recommendation based on pricing and options was Zamboni,
- Board approved the recommendation to purchase the Zamboni Ice Resurfacers at the January 26, 2021 board meeting.
- On January 29, 2021 the district signed a purchase agreement with Zamboni for the amount of \$144,926.00
- The ice resurfacers are on order and are scheduled for delivery May 20, 2021.
- The ice resurfacers were delivered on time and are in operation. The old ice resurfacers were picked up on June 16, 2021.
- The invoice has been submitted for payment in the amount of \$144,926. Project completed.

#### Sound System at the Amphitheatre

Budget: \$70,000

Funding: District Capital Project Budget

Expenses to Date: \$5,260.70

Budget Remaining: \$70,000

Scheduled Completion: Project Completed

- A preliminary meeting held with staff in January. A decision made to do a feasibility study on the grid structure of the Amphitheatre to determine the structural integrity and weight bearing loads.
- A contract was secured with the engineering firm of Martin/Martin to complete the feasibility study. This report was received the first week of April, and determined that it is possible to use the grid to structure for speakers.
- Staff meet on site with a representative from Brown Note Design to discuss the engineering report. We are awaiting a proposal from Brown Note on purchase, design and install of speakers.
- An initial Estimate of Probable Cost was received on May 6. The amount is estimated at \$87,647.62. We have authorized Brown Note Production to proceed with the Pre-Project Design Work in the amount of \$1,166.70.
- On June 10, 2021 we signed a contract with Brown Note for the Sound System which is due to be installed September 2021.
- On June 15, 2021 initiated a contract with McBride Electrical for some electricity work that needs added for the project. In mid-August the electrical work was completed.
- Brown Note is waiting on the sound system equipment to arrive and then install will be scheduled.
- Installation on the sound system was completed the week of September 27 and on October 6 the system was tested. It exceeded our expectations. Final payment is in progress.

#### Ridge Fitness Equipment

Budget: \$120,000

Funding: Mill Levy

Expenses to Date: \$102,270

Budget Remaining: \$17,730

Scheduled Completion: August 2021

- Fitness intern researching equipment and pricing
- Equipment selection and order has been placed; will be using some of the excess budget to replace cardio pieces at the Peak requiring excessive repairs
- Equipment replaced in September; 2 pieces still on back order

#### Ridge Outdoor Sprayground

Budget: \$436,215

Funding: Mill Levy

Expenses to Date: \$149,871.35

Budget Remaining: \$286,343.65

Scheduled Completion: Spring 2022

- Refinement of budget and equipment to be furnished, pending updated pricing through Sourcewell for equipment and installation
- Equipment ordered on July 8, 2021
- Anticipated delivery date of vertical elements is October 29, 2021

#### Outdoor Pool Refurbishments

Columbine West Pool Budget: \$30,000

Funding: District Capital Project Budget

Expenses to Date: \$43,987.50

Budget Remaining: \$(13,987.50)

6<sup>th</sup> Avenue West Pool Budget: \$30,000  
Funding: District Capital Project Budget  
Expenses to Date: \$45,287.70  
Budget Remaining: (\$15,278.70)  
Scheduled Completion: Spring 2023

- Perkins & Will along with Counsilman-Hunsaker Associates presenting concepts for further development and refinement. Final concept will be presented to stakeholders for public comment.
- Survey sent to stakeholders for the 6<sup>th</sup> Avenue West and Columbine West Pools concepts to assist in guiding the conceptual design process.
- Finalized conceptual design and surveyed stakeholders for each pool.
- Planning for repairs at each site to open for summer 2022.
- Preparing RFP's for CM/GC services

## **Golf**

### Meadows Tee Box Reconstruction Project

Budget: \$20,000  
Vendor: Modern Golf  
Funding: Golf Course Development & Improvement Fund  
Project Completed  
Final Cost: \$28,452.86

### Meadows Golf Course Drainage Project – 12<sup>th</sup> Fairway

Budget: \$96,560  
Vendor: GreenOne Industries  
Funding: Golf Development & Improvement Fund  
Project Completed  
Final Cost: \$96,560

### Foothills Tee Box Reconstruction Project

Budget: \$91,870  
Vendor: Modern Golf  
Funding: Golf Development and Improvement Fund  
Projected Started: 2<sup>nd</sup> Week of May  
Scheduled Completion: End of the year

- Tee Boxes will be rebuilt on the following holes:
  - Tee Boxes – 9 and 17 on the Championship golf course
  - Several tee boxes on the Executive golf course
  - Several tee boxes on the Par 3 golf course
- Project will start in the Spring of 2021

### Foothills Cart Path Replacement and Addition Project

Budget: \$78,554  
Vendor: Core Development  
Funding: Golf Development and Improvement Fund  
Project Completed  
Final Cost: \$78,554.16

- Core Development replaced and added cart paths on the following holes at Foothills golf course

- Hole 7 Green and 8 Tee box
- Hole 16 Green
- Hole 11 Green
- Hole 12 Tee
- Hole 13 – Tree Service Road

New Foothills Golf Course Clubhouse-Design Services Agreement

Budget: Not to Exceed \$45,000

Vendor: Johnson, Nathan, Strohe (JNS)

Funding: District Capital Project Budget

Agreement Start Date: March 10, 2021

Expenses to Date: \$20,000

Budget Remaining: \$25,000

Scheduled Completion: Late Summer or Early Fall of 2021

- JNS will provide programming and conceptual design services for the new Foothills Golf Course clubhouse
  - JNS is currently in the final stage of phase one programming. Which involves collaborating with the District and engaging the community in developing a Program of Requirements for the new facility.



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**DATE:** October 26, 2021

**MEMO TO:** Foothills Board of Directors

**FROM:** Dennis Weiner, Director of Finance and Administrative Services

**SUBJECT:** Administration Third Quarter 2021 Update

### **Administration Financial Performance through September 30, 2021**

Total Operating Revenues are \$18,128, which was \$4,628 higher than plan because of higher than anticipated levels of advertisement sales:

Total Operating Expenditures are \$1,515,975 or \$114,100 better than planned mainly due to Purchased Services expenditures, which were \$85,266 better than planned because of lower than planned District magazine printing and mailing costs, lower than planned payroll processing costs and lower than planned public relations expenditures.

Total Net Non-Operating Revenues are \$8,856,319 or \$72,849 unfavorable to plan mainly because of lower property tax collections due to timing and lower Investment income than planned, partially offset by Coronavirus Relief Fund grant funds received.

### **Net Operating Revenue / Expenditure**

As a result, net revenue for Administration through September 30, 2021 was \$7,358,471, which was better than planned by \$45,879.

### **HR Department Updates**

- Collaborated with Children's Programs to create and implement vaccine/weekly test tracking for childcare employees in accordance with county mandate.
- Continue to follow new legislation, monitor impact for the District and implement as necessary (i.e. possible vaccine mandate).
- Ongoing compensation project with Employers Council to ensure compliance with Equal Pay Act.
- On-going Handbook update, discussed possible revisions with management team.
- Planned all-staff BBQ (first all-staff event since COVID).
- Coordinated Employee Bike Ride event at Clement Park, 17 participated and earned wellness points (Sept).
- Implemented new compensation guidelines (higher rates) in Parks to help improve retention and recruiting.

- Approved Fitness department’s proposal to pay for experience for Fitness Instructors (within existing pay ranges) to improve retention and recruiting.
- Completed renewals for benefits (medical only for 2022).
  - Offer PT Core dental and vision for the first time.
- Participated in Employers Council salary surveys, received Public Employers survey results/analyzed data.
- Processed background checks and MVR’s for audit.
- Collected and reviewed mid-year check-ins.
- Held monthly Safety Meetings.
- Hired/rehired 82 employees.
- Attended McClain job fair.

**Training**

| <b><u>Type of Training</u></b> | <b><u>Number of Times Training was Conducted</u></b> | <b><u>Training Conducted By</u></b> |
|--------------------------------|--|-------------------------------------|
| CPR/AED/First Aid Training     | 1  | West Metro                          |

**Unemployment Claims**

- 11 new claims

**Insurance Claims**

**Automobile Claims:** 2 new auto liability claims this quarter (1 incident involving two District vehicles).

**General Liability Claims:** There were no general liability claims this quarter.

**Property Claims:** There were no new property claims this quarter.

**Workers Compensation Claims:**

14 new claims, 6 open claims (2 from Q3 2021, the other 4 are from previous quarters), \$5,155.49 paid out this quarter.

**District Turnover**

| <b>3rd Quarter District Turnover</b> |               |                    |                |                   |        |            |                 |
|--------------------------------------|---------------|--------------------|----------------|-------------------|--------|------------|-----------------|
| Status                               | #of Employees | Total Terminations | Voluntary Term | Involuntary Terms | Exempt | Non Exempt | Turnover Rate** |
| Full Time                            | 115           | 3                  | 3              | 0                 | 3      | 0          | 2.6%            |
| Part Time                            | 536           | 120                | 117            | 3                 | 0      | 120        | 22.4%           |
| <b>Totals</b>                        | 651           | 123                | 120            | 3                 | 3      | 120        | 18.9%           |

## Employment

|             |         | <b>FT</b> | <b>Part Time</b> | <b>Seasonal</b> | <b>Total</b> | <b>Subs</b> | <b>Total Employees</b> |
|-------------|---------|-----------|------------------|-----------------|--------------|-------------|------------------------|
| <b>2020</b> | October | 110       | 474              | 125             | 709          | 15          | 725                    |
| <b>2021</b> | October | 115       | 536              | 105             | 756          | 7           | 763                    |

## IT Department Updates

- Installed New Meraki MX105 Firewall to allow for a faster internet connection through Comcast.
- Installed upgraded Cameras at Lilley Gulch and added 4 new exterior cameras.
- Setup Wi-Fi and Tablets for use during the Hops in the Park event.
- Continued to administer District-wide Security Awareness training, pushed out mandatory quarterly training for all staff with network access.
- Worked with Community pass to mitigate Security vulnerabilities identified on the platform.
- Added a new Video Server to Clement Park office primarily to monitor area behind the building.
- Installed Carbon Black endpoint security platform.
- Replace wireless internet bridge at Foothills Sports Arena.
- Assisted with connectivity and point-of-sale setup for Pottery sale at Clement Park.
- Ran Home run Cable Run for potential E-sport location at the Peak.
- Assisted with digital signage for Fieldhouse Concession Stand.
- Setup "Reach" for Edge Ice Arena displays.
- Restricted USB ports on District computer systems to improve the District's cyber security defense.
- Upgraded to new client version of video monitoring software.

Foothills Parks & Recreation District  
Administration  
Thursday, September 30, 2021

|   | September        |                  |               | YTD                |                    |                 | 2021               |                    |                | 2020<br>YTD        |
|---|------------------|------------------|---------------|--------------------|--------------------|-----------------|--------------------|--------------------|----------------|--------------------|
|   | 2021             | 2021             | Fav/(Unfav)   | 2021               | 2021               | Fav/(Unfav)     | Original           | Remaining          | %              |                    |
|   | Actual           | Budget           | Variance      | Actual             | Budget             | Variance        | Budget             | Budget             | Completed      |                    |
| <b>OPERATING REVENUES</b>                   |                  |                  |               |                    |                    |                 |                    |                    |                |                    |
| Concessions and Other Contracts             | -                | -                | -             | \$10,286           | \$10,000           | \$286           | \$10,000           | (\$286)            | 102.86%        | \$10,000           |
| Other Revenue                               | 2,142            | -                | 2,142         | 7,841              | 3,500              | 4,341           | 4,100              | (3,741)            | 191.25%        | 2,528              |
| <b>TOTAL OPERATING REVENUES</b>             | <b>2,142</b>     | <b>-</b>         | <b>2,142</b>  | <b>18,128</b>      | <b>13,500</b>      | <b>4,628</b>    | <b>14,100</b>      | <b>(4,028)</b>     | <b>128.56%</b> | <b>12,528</b>      |
| <b>OPERATING EXPENDITURES</b>               |                  |                  |               |                    |                    |                 |                    |                    |                |                    |
| Salaries and Wages                          | 90,962           | 90,874           | (88)          | 823,932            | 826,151            | 2,219           | 1,104,297          | 280,365            | 74.61%         | 821,151            |
| Personnel                                   | 16,963           | 20,549           | 3,587         | 199,487            | 216,407            | 16,920          | 270,792            | 71,305             | 73.67%         | 183,172            |
| Supplies                                    | 207              | (4)              | (211)         | 29,912             | 12,915             | (16,998)        | 21,289             | (8,624)            | 140.51%        | 60,279             |
| Purchased Services                          | 39,794           | 48,927           | 9,133         | 436,752            | 522,018            | 85,266          | 648,978            | 212,226            | 67.30%         | 479,708            |
| Utilities                                   | (40,568)         | (2,783)          | 37,785        | (51,902)           | (25,107)           | 26,795          | (27,051)           | 24,852             | 191.87%        | (2,235)            |
| Insurance                                   | 8,735            | 8,633            | (102)         | 77,795             | 77,693             | (102)           | 103,590            | 25,796             | 75.10%         | 75,656             |
| <b>TOTAL OPERATING EXPENDITURES</b>         | <b>116,092</b>   | <b>166,196</b>   | <b>50,104</b> | <b>1,515,975</b>   | <b>1,630,075</b>   | <b>114,100</b>  | <b>2,121,894</b>   | <b>605,920</b>     | <b>71.44%</b>  | <b>1,617,732</b>   |
| <b>NET OPERATING REVENUE/(EXPENDITURES)</b> | <b>(113,949)</b> | <b>(166,196)</b> | <b>52,246</b> | <b>(1,497,847)</b> | <b>(1,616,575)</b> | <b>118,728</b>  | <b>(2,107,794)</b> | <b>(609,947)</b>   | <b>71.06%</b>  | <b>(1,605,204)</b> |
| <b>NON-OPERATING REVENUE</b>                |                  |                  |               |                    |                    |                 |                    |                    |                |                    |
| Property Taxes Collected for Operations     | (551,957)        | (563,277)        | 11,320        | 8,755,491          | 8,892,772          | (137,281)       | 7,507,108          | (1,248,383)        | 116.63%        | 8,906,067          |
| Investment Income                           | 2,673            | 3,792            | (1,120)       | 20,446             | 36,396             | (15,950)        | 48,026             | 27,580             | 42.57%         | 76,815             |
| Gain/(Loss) on Investments in Bergen        | -                | -                | -             | (7,881)            | -                  | (7,881)         | -                  | 7,881              | 0.00%          | (7,881)            |
| Other Income                                | 22,057           | -                | 22,057        | 102,942            | -                  | 102,942         | -                  | (102,942)          | 0.00%          | -                  |
| <b>TOTAL NON-OPERATING REVENUE</b>          | <b>(527,228)</b> | <b>(559,485)</b> | <b>32,257</b> | <b>8,870,998</b>   | <b>8,929,168</b>   | <b>(58,170)</b> | <b>7,555,133</b>   | <b>(1,315,864)</b> | <b>117.42%</b> | <b>8,975,001</b>   |
| <b>NON-OPERATING EXPENDITURES</b>           |                  |                  |               |                    |                    |                 |                    |                    |                |                    |
| Other Expenditures                          | -                | -                | -             | 14,679             | -                  | (14,679)        | -                  | (14,679)           | 0.00%          | (13,609)           |
| <b>TOTAL NON-OPERATING EXPENDITURES</b>     | <b>-</b>         | <b>-</b>         | <b>-</b>      | <b>14,679</b>      | <b>-</b>           | <b>(14,679)</b> | <b>-</b>           | <b>(14,679)</b>    | <b>0.00%</b>   | <b>(13,609)</b>    |
| <b>NET REVENUE/(EXPENDITURES)</b>           | <b>(641,177)</b> | <b>(725,680)</b> | <b>84,503</b> | <b>7,358,471</b>   | <b>7,312,592</b>   | <b>45,879</b>   | <b>5,447,339</b>   | <b>(1,911,132)</b> | <b>135.08%</b> | <b>7,383,406</b>   |
| <b>TOTAL REVENUE</b>                        | <b>(525,086)</b> | <b>(559,485)</b> | <b>34,399</b> | <b>8,889,125</b>   | <b>8,942,668</b>   | <b>(53,542)</b> | <b>7,569,233</b>   | <b>(1,319,892)</b> | <b>117.44%</b> | <b>8,987,529</b>   |
| <b>TOTAL EXPENDITURES</b>                   | <b>116,092</b>   | <b>166,196</b>   | <b>50,104</b> | <b>1,530,654</b>   | <b>1,630,075</b>   | <b>99,421</b>   | <b>2,121,894</b>   | <b>591,240</b>     | <b>72.14%</b>  | <b>1,604,123</b>   |
| <b>NET REVENUE/(EXPENDITURES)</b>           | <b>(641,177)</b> | <b>(725,680)</b> | <b>84,503</b> | <b>7,358,471</b>   | <b>7,312,592</b>   | <b>45,879</b>   | <b>5,447,339</b>   | <b>(1,911,132)</b> | <b>135.08%</b> | <b>7,383,406</b>   |



Creating Community, Enhancing Health, Inspiring Play

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**DATE:** October 26, 2021  
**MEMO TO:** Foothills Board of Directors  
**THROUGH:** Ronald Hopp, Executive Director  
**FROM:** Barb Butler, Director of Recreation  
Derek Eberhardt, Director of Recreation  
**SUBJECT:** Leisure Services Quarterly Report – July - September 2021

**Leisure Services Financial/Budget**

**Revenue:** Leisure Services revenues through the 3<sup>rd</sup> quarter are \$7,112,063, which is \$2,049,360 lower than the YTD projected revenue of \$9,161,423.

Admission fees are \$4,365,734, which is \$2,248,186 lower than planned. This is a direct result of the pandemic with lower participation rates across all areas.

Rentals are \$1,380,049, which is lower than planned by \$63,488 due to less rental opportunities in aquatics, recreation facilities, athletics and are offset by higher rentals at Edge Ice Arena.

Merchandise Sales are \$32,930 lower than planned.

Concessions and Other Contracts are \$344,602 which is \$17,830 lower than plan due to early in 2021.

Other Revenue is \$6,820 better than plan primarily due to grants Children's Programs received due to the pandemic which was unplanned. Details are in Children's Programs summary below.

**Expenses:** Leisure Services expenses through the 3<sup>rd</sup> quarter are \$7,715,286, which is \$1,139,350 lower than YTD projected expense of \$8,854,636.

Salaries and Wages are \$627,788 lower than planned due to unfilled positions and capacities requiring less staff.

Supplies and Purchased Services combined are \$511,612 lower than planned due to lower attendance in programs and classes.

Utilities are \$89,382 higher than planned due increased costs.

**Bottom line:** Leisure Services Net is \$910,009 lower than planned primarily due to the effects of the pandemic.

**Aquatics Highlights**

Through the 3<sup>rd</sup> quarter of 2021, the Aquatics Department's net is unfavorable by \$28,626. The net decrease is primarily due to the lower than expected admissions fees throughout

the year at the Ridge and an increase in Utility expenses due to the extreme winter we experienced at the start of the year.

- Staff successfully completed another summer operating Weaver Hollow, Deer Creek, Columbine West, Lilley Gulch and the Ridge Recreation Center pools.
- Weaver Hollow performed better than expected, and was \$39.3k better than the planned 2021 budget. Columbine West performed better than expected, and was \$11.4k better than the planned 2021 budget.
- Swim Lessons successfully ran at all the pools this summer.
- Pools were fully staffed throughout the summer.
- Facility maintenance has now winterized all of the outdoor pools.
- During our annual shutdown at the Ridge and Lilley Gulch all the indoor pools were acid washed and had supplemental metal out systems installed. These systems should prevent the pool flooring and walls from turning brown from all the metals in the water and prevent them from needing to be acid washed in the future.

### **Facility Operations Highlights**

Through the 3<sup>rd</sup> quarter of 2021, Recreation Facilities and Babysitting net is \$89,438 under planned with lower than planned pass, multi visit, admission sales, and higher utilities, but large savings in payroll and supplies from reduced staffing/hours and lower than planned flooring projects. New for 2021 we began selling our multi visit cards and passes online.

#### **Lilley Gulch Recreation Center:**

- Admission and pass/punch card sales are \$12,424 lower than planned but rentals have helped to offset the deficit in revenues. Expenditure are \$11,718 better than planned in due to savings in flooring project, supply purchases and payroll.
- Lilley Gulch was repainted in August during our shutdown. Went with more neutral tone, giving a fresh, clean look.
- Two treadmills were replaced and a new climber was added to the cardio room to replace aging equipment.
- Overall Lilley Gulch is \$862 better than planned.

#### **Peak Community & Wellness Center:**

- Peak is also experiencing lower than planned admissions and pass sales. Slow but steady return of patrons since COVID closures.
- Peak revenues are lower than planned by \$25,795, due to slow return of rentals and lower admissions.
- Peak expenditures are \$25,795 over planned due to remodeling of Fyzical Physical Therapy office. Supplies were \$12,753 better than planned due to saving in floor resurfacing projects and reduced spending in equipment repair.
- One treadmill and elliptical were replaced, and a new stain climber and seated recumbent were added to cardio/weight room.
- Babysitting is closed and its space is being evaluated for Esports programming space for 2022.
- Overall Peak is \$34,972 lower than projected.

#### **Ridge Recreation Center:**

- Overall revenues are down by \$87,638 for the year, due to lower than planned passes, punch cards, rentals and overall admissions. Since reopening to normal there has been very slow daytime traffic.
- Expenditures are better than planned by \$28,654 due to savings in payroll, lower spending and savings of floor refinishing projects.
- Overall the Ridge net is \$58,984 lower than planned, primarily due to lower admissions and rentals.
- Gymnasium, racquetball and dance studio floors were all refinished in August.

- All new cardio/weight room equipment has been installed in upstairs area. Due to product backorders/shipping issues, we are still waiting on 2 pieces to finalize the project. Switched to Matrix brand equipment from Cybex and Life Fitness.
- Climbing wall has reopened for drop in sessions and rentals. We were able to hire some staff and starting to implement some classes as well. Drop ins are now with a preregistration option to help our staffing levels and are available 4 times a week.

## **Recreation Programs:**

### **Arts Highlights**

For the 3<sup>rd</sup> quarter of 2021 the Arts Department is lower than planned by \$19,291 due to COVID-19 related reduction of class offerings and timing for expenses. We have slowly increased class quantity and max capacity throughout the quarter as we have staff to teach additional classes.

### **Special Events**

#### • **Concerts in Clement Park Series**

The community and arts staff are so excited to be back in the park for another year of free concerts. We have had excellent attendance, great music and multiple sponsor booths at each show. This series is very diverse musically and brings in many new local groups to the Grant Family Amphitheater. Funding for the series includes grant funding from SCFD and community business sponsorships

- We hosted four concerts in July and two in August with a total of \$6,800 patrons/spectators. Concerts in July included Manuel Molina & World Music Combo, Jubilingo, Ryan Chrys & The Rough Cuts, and Big Lid. Concerts in August were Michael Friedman Band and Strange Americans.
- The Arts Department hosted its first outdoor pottery sale on Saturday, July 17<sup>th</sup> at the Amphitheater in Clement Park. After canceling our spring indoor sale due to the restrictions that were in place at the time, we created this new summer sale based on the response to the community's interest in our pottery sales as well as the students and staff's interest in hosting a sale. We started planning it in late spring and picked the outdoor location and individual artist booth layout to accommodate the restrictions that were in place before May. This new format, layout and location was a huge success! We brought in a total of \$3,313 in a one-day sale which surpassed the total sales of the Spring 2019 two-day indoor sale at the Ridge. We plan to make the summer outdoor pottery sale a new annual event.

### **Grants:**

- **Scientific and Cultural Facilities District (SCFD) Grant:** We were awarded \$31,716 from the Jefferson County Cultural Council and the County Commissioners for General Operating Support for the Arts & Events Department. This is the highest award we have received from SCFD in over 25 years and is due to the hard work and dedication of the Arts Staff. The council noted the creativity and determination in continuing programming throughout the pandemic specifically the virtual class options and the Arts in the Park program.

### **District Athletics Highlights**

Through the 3<sup>rd</sup> quarter of 2021, the Athletics Department revenue is lower than planned by \$309,230. Expenditures for the 3<sup>rd</sup> quarter of 2021 are \$150,282 better than planned. Bottom line the Athletics Department is \$158,948 lower than planned. The majority of this is from lower participation levels in adult sports, FSA leagues, Schaefer batting cage, gymnastics and athletic facility fees.

### **District Athletics**

- The adult fall softball leagues have completed three quarters of the regular season.
- This year we have 100 teams playing in our adult fall softball leagues which will conclude (weather permitting) the first week of November.

- In all Foothills had 304 teams play in our 2021 leagues; in comparison both South Suburban and Highlands Ranch Metro District both had 290 softball teams. All three districts offer spring, summer and fall leagues.
- The Pumpkin Ball was cancelled this year because our official's assignor could not guarantee that they would be able to assign umpires to cover the tournament.
- Adult summer basketball concluded with 12 teams participating on Thursday nights.
- The fall basketball season will start Thursday October 7<sup>th</sup>. We have 11 teams participating this fall season.
- For the 2021 basketball year, we had 47 teams participate in our adult basketball leagues this year.
- Adult fall volleyball leagues are currently underway, we have six women's teams playing in the indoor Sunday league and eight teams participating in the Monday night Co-Rec 6's league.
- Overall, we had 52 teams participate in our adult volleyball leagues in 2021.

### **District Athletics Administration**

- Clement Park shelter rentals along with the Grant Amphitheater were very busy this summer with people wanting to be outside and in larger groups with no restrictions. Shelters were booked every Saturday and Sunday.
- Shelters at the Splash Park were booked every weekend, it was a very popular place to have parties and family gatherings with it being so hot.
- The Farmer's Market will be back next year for another year, but they have requested a different location due to no shade and not as much traffic as we thought there would be.
- Athletic fields opened August 1<sup>st</sup> for fall sports. Fall baseball began their season August 15<sup>th</sup>. They should be wrapped up early October weather permitting.
- Started meeting with Sports Associations and other Tournament Directors to start booking tournament dates for 2022.
- Our Gymnastics Coordinator (Katy Roehrs) resigned her position with the District on September 30<sup>th</sup>, to pursue other avenues. We are in the process of backfilling her position.

### **Batting Cages:**

#### **Clement Park & Schaefer Athletic Complex**

- The Clement Park Batting Cage has been busy in the months of July and August. Going into September, the Clement Park Batting Cage was tracking to be one of the better years over the past few years.
- The Schaefer Athletic Complex Batting Cage is tracking lower than projected.
- The Clement cages were permanently closed September 10<sup>th</sup> for the park renovations.
- With the Clement cages closing, it does not appear the Schaefer cages are picking up any extra guests.
- There have been some significant growing pains with the Schaefer cages and the newer equipment. The electrical/computer aspects of the machines are much more intense than the old machines we previously had. The mechanical adjustments are pretty easy to take care of, but we have to call our District electrician to work on the electrical side of the machines. Overall the good outweighs the bad and this is still an excellent investment to serve the community.
- Last official open day for the Schaefer Batting Cage is Oct 24<sup>th</sup>. We will be open while Adult Sports has leagues.

#### **Foothills Sports Arena**

- Revenues for the Foothills Sports Arena are dramatically down as we budgeted for a normal year. We will only have two seasons of leagues for the adults and a paired down spring season of youth sports compared to a normal full winter season and building a fall season back again.
- The Foothills Sports Arena re-opened, after the second COVID-19 closure, the middle of March. At that point we finished the fall 2020 leagues that were started in Oct 2020.
- We were able to start a new woman's 6 v 6 soccer summer league earlier than the rest of the leagues. The women's league was able to finish a fall season and start a late fall to get them four seasons for 2021.

- The men's flag football leagues have not restarted. We are trying to get a fall league going, but it does not look very promising. Adult flag football may be a league that is replaced with another soccer league or possibly an adult lacrosse league.
- Our Sunday & Friday co-rec soccer leagues as well as Monday & Tuesday men's soccer leagues ran, but not at full capacity for the summer. Our fall leagues looked better and we are hopeful that we will get back to full capacity soon.
- The Sunday co-rec soccer league had 10 teams registered, Friday co-rec had three teams, Tuesday men's had 10 teams, Monday men's soccer league had zero teams registered. We played our Tuesday leagues on both Monday and Tuesday to get all games in.
- We continue to struggle to find officials. DSO is doing a great job, but the officials shortage is nationwide. We are looking to go to two officials per game compared to our normal three per game so we are able to fill games.

### **Gymnastics/Cheerleading**

- We have purchased over 5,000 new foam blocks for the pit in the gymnastics facility. They are expected to be delivered the second week of October.
- We have changed our format for birthday parties. They will be more like a rental and cake and ice cream will be supplied by the birthday host rather than facility staff.
- Four and under classes are down however 5 and up classes are above projections. The two areas basically offset each other.
- Team participation is down in the 3<sup>rd</sup> quarter of 2021.

### **Youth, Middle School and Adaptive Programming**

- Baseball – we ran a summer session of baseball which had 302 kids, this was up 35 kids from 2020. We also ran our fall baseball to help spread out the number of kids we would have in fall soccer and flag football. We found it was a great success and had 189 kids signed up for the fall season. This is down 10 kids from first time we have tried it. We took in registrations of \$49,277.20. in the 3<sup>rd</sup> qtr for baseball. Which is up \$2,200. From 2020.
- Soccer – our summer session of soccer was also one of the first programs we ran since COVID. Our summer session of soccer had 571 which is up 240 kids. Our fall session of soccer had 799 which is up 142 kids from 2020. We took in registration of \$119,694.53 which is up \$34,018 from 2020.
- Flag Football – our fall flag football season had 296 kids which is up 49 kids in fall flag football and took in registrations totaling \$28,167.09 which is up \$5,000 from 2020.
- We are back to our normal pre-pandemic numbers and it is great to have all the kids involved again.
  - 3<sup>rd</sup> qtr volunteer hours
 

|  |                   |
|--|-------------------|
| ○ Coaches =  | 265 total coaches |
| ○ Hours per coach =  | 24 hours          |
| ○ 3 <sup>rd</sup> qtr Volunteer Hours for 2021 =             | 6,360             |
| ○ Cost saved (\$12.84 an hour for a staff to run practice) = | \$81,662          |
  - YTD Volunteer Hours
 

|  |                   |
|--|-------------------|
| ○ Coaches =  | 553 total coaches |
| ○ Hours per coach =  | 24 hours          |
| ○ Total Volunteer Hours for 2018 =                           | 13,272            |
| ○ Cost saved (\$12.84 an hour for a staff to run practice) = | \$170,412         |
- CARA Track & Field had 86 participants. The official CARA season was cancelled due to COVID, but we still had practices and small meets.
- Adaptive Baseball finished with 106 players for the fall season.
- Summer lacrosse camp had 15 participants, about half of what we had in 2020.
- CARA volleyball clinic had 52 participants, up from 38 a year ago.
- Kenpo Karate had 20 participants, same as 2020.

- We partnered with the District’s sports camp again to do Rockies Skills Challenge and had 54 participants.
- Our rejuvenated tennis program had 56 participants this quarter.
- Horseback riding program with Stockton’s Plum Creek Stables continues to grow, we had 66 riders, up from 32 last year
- Specialty Athletics utilizes volunteers to help with programming. The following volunteer hours are reflected for the 3<sup>rd</sup> Quarter as well as YTD.
  - 3<sup>rd</sup> Quarter volunteer hours
    - Coaches 5 total coaches
    - Hours per coach 20 hours
    - Total 3<sup>rd</sup> qtr Volunteer Coach Hours 100
    - Adaptive Baseball Volunteers 305
    - Total 3<sup>rd</sup> qtr Adaptive Volunteers Hours 736
    - Total hours for Both 836
    - Cost saved (at \$12.84/hour for staff cost) = \$10,734
  - YTD Volunteer Hours
    - People 345
    - Total Hours 1,506
    - Cost Savings \$19,337

**Children’s Programs Highlights**

**Children’s Programs Administration**

Through the 3<sup>rd</sup> quarter of 2021, the Children’s Programs Department net is unfavorable by \$525,821. Operating Revenue is \$1,40,362 unfavorable due to continued significant decreases in attendance. Non-Operating Revenues are \$179, 029 with proceeds from insurance and grant dollars received from the Cares Act. Expenditures are \$675,740 favorable due to lower expenses in all areas including salaries, wages and personnel costs, lower than planned facility rentals, lower supply purchases, and lower purchased services.

**Administration**

- Currently there are 678 children enrolled in our Before & After Program for the 2021-2022 School Year, compared to 385 this time last year. We also have 24 children on a wait list for the year, as we do not have enough staff to accommodate the demand. Prior to the pandemic we had typical enrollment of over 900 students enrolled in Before and After Programs. All Day Preschool Programs have 23 children enrolled, compared to 35 this time last year. We are currently only operating one classroom at reduced hours due to staffing deficits. Prior to the pandemic we had typical enrollment of over 50 children enrolled in All Day Preschool. There are 44 children enrolled in our Part-time Preschool Program, compared to 35 this time last year. Prior to the pandemic we had typical enrollment of over 50 children enrolled in Part-time Preschool. This program is also impacted by staffing limitations.
- Summer school-age camp programs were offered June 1 through August 12 at multiple locations, The Summer program finished with 574 participants enrolled, compared to 186 last year. Prior to the pandemic we had typical enrollment over 1,100 students.
- We promoted Brooke Sandoval to be the Traveling Site Director, and hired Cole Johnson to be the Site Director at Ute Meadows Elementary School as well as hire Antonio Chavez as a School Age Specialist.
- We began a new Out of State Background Check process. Any applicant that has lived in any other state than Colorado has to have a Criminal, Sex Offender and Child Abuse and Neglect background check performed and requested from those states. Currently we have had to do this process on 8 staff, beginning with staff hired on since June 2021.
- In August, Jefferson County Public Health and JeffCo School District sent out new updates regarding wearing masks and testing for unvaccinated personnel in schools and licensed childcare settings. To briefly summarize the email,

- Beginning 8/17, all children over the age of 2, staff, parents and visitors in our programs are now required to wear masks indoors, regardless of vaccination status. Masks can be removed for eating and napping. When masks are removed, children and staff should socially distance.
- Children's Programs is required to implement a covid testing policy and require all unvaccinated staff members to be tested weekly throughout the year.
- The TRIAD Early Childhood Council and Community First Foundation are funding grants to licensed childcare programs in Jefferson County. Amber Stowe, Children's Programs Supervisor, has applied for and received approval for reimbursement grant funding in the following areas:
  - Hiring bonuses - \$4,000 for the first 4 Early Childhood Teachers who are hired and remain employed for 90 days.
  - Access to resources to enhance learning environments - \$3,500 (\$500 over 7 school age programs). Additional funding in this area is expected. This funding will be applied directly to programs, allowing staff to replenish supplies that have been depleted over the course of the pandemic.
  - Emergency Fund for Childcare Workers - \$2,000 – this funding is available and paid directly to child care employees in the amount of \$1,000 per individual to support their personal needs to remain employed in the field. It can be applied to expenses related to emergencies, medical needs, transportation, housing, etc.

### **Early Childhood Education**

- Due to a myriad of staffing issues Children's Programs made the unfortunate decision to temporarily close the All Day Preschool Classroom at the Ridge Recreation Center and combine remaining staff and children from the classroom in with the Lilley Gulch All Day Preschool Classroom effective September 7<sup>th</sup>. Additionally, the remaining classroom reduced classroom hours from 6:45 am – 6:00 pm to 8:00 am-4:00 pm. This was a necessary decision in order to maintain a 5-day operating week. We hope to have the Ridge Program back at their respective location as soon as possible.
- We have continued to promote our job openings in as many arenas as possible. This includes advertising on multiple sites; promotions over e-blasts that go out to thousands of patrons that may apply; or refer others, and some additional advertisements on paid sites beyond what we normally advertise. To date we have hired 3 part-time teachers and hope to re-expand hours to 6:45 am – 4:00 pm in November.
- Our Part-time Preschool Program started their school year on September 7<sup>th</sup>. This year we have 2 new teachers in the program. Mrs. Rachael Hamilton and Ms. Baylee Dippel. Last year demand for Part-time Preschool fell due to the pandemic and we ran with only one classroom. This year we have 2 classrooms running on M-W-F but only the one on T-H. We're looking forward to an exciting year!
- Our All Day Preschool Programs had a relatively normal summer this year compared to last summer during the height of the pandemic. Community demand for the All Day Preschool Program has exceeded what we can handle based on staffing. Our Ridge and Lilley Gulch Programs have qualified to receive \$1,700 each in quality improvement grant funding through the Triad Early Childhood Council. These funds will be used to enrich the educational environment or used for professional development. In September our group had the chance to visit the Morrison Natural History Museum to learn about dinosaurs.

### **Teen Programming**

- Teen programming ran a successful part day Sports Camp at the Fieldhouse for the 2<sup>nd</sup> summer in a row. Our typical Teen Camp and Teen Excursions re-opened this summer with a positive community response after being cancelled last summer.

### **School Age Programs**

- Summer school-age camp programs were offered June 1 through August 12 at multiple locations which was more in line with programming prior to the pandemic. Camps were

capped at 30 students per day. Despite continued constraints put on programs such as beginning the summer with all staff and children being fully masked indoors, Site Directors and staff planned a variety of activities for the kids including wheels' day where the kids could bring bikes and scooters, walking field trips to nearby parks, and events such as superhero day. Guest speakers from Jefferson Center for Mental Health were able to come and present their program, "My Best Self." The program focused on how the brain works, emotional regulation, coping skills, effective communication and inclusion. Here are quotes received from parents, *"Friendly staff, daily activities were nice, weekly schedule was very helpful. Great way for kids to keep social!"* and *"I'm impressed with the staff's ability to maintain the energy needed to be present for all the children. Happy to see my child excited for summer camp."*

- Before and After School Programs began in person on September 17<sup>th</sup>. All programs are experiencing decreased attendance. Most programs are still operating at 50% or less capacity with the exception of Columbine Hills. Many programs are also all capped due to staffing challenges.

### **Fitness Program Highlights**

Through the 3<sup>rd</sup> quarter of 2021, Fitness net is \$49,067 lower than planned. Revenues were Affected by:

- Lower participation in Mind Body (\$25K), Personal Trainings (\$44k), Active Options (\$5k), Combined Insurance based programs (SilverSneakers, Renew Active & Silver n Fit) (\$10k) and Chronic Condition programs (\$4k). These are mostly due to the pandemic impacts to programs.
- Massage programs, and Fitness Drop-in & Registration classes combined are on track, with summer outdoor classes and virtual sessions added to bring in additional revenues.
- Expenses were mostly on track, with significant cost savings in:
  - Planned Health/Dental insurance expenses (\$23k), Equipment replacement (\$3k), & our senior Field Trips and Excursions (\$9k)
- Staff Updates
  - Fitness has a noted difficulty in retaining/attracting staff for all areas due to hiring salaries that are lower than competition. This has been of particular impact in our Pilates Reformer classes. Due to unfilled staff vacancies in this area, we have had to modify the number of class offerings we are able to host. This led to a cancellation of all MON, FRI, & SAT AM classes as well as cancellation of most evening classes (14 classes total).
- Drop in & Registration Based Fitness Classes
  - As policies within Jeffco and CDHPE were modified and mandates lifted, class capacities increased and restrictions decreased. Increased capacities: Aerobics Room = 20, Spruce/Ponderosa = 20, Outdoor Pools = 30, Pinyon = 15. Some classes with defined movement areas (seated or within an appropriately comfortable distance from others) were increased beyond these amounts. These include Silver Sneakers Classic-capacity set to 24; Stretch class capacity to 30; indoor Splash class to 30; increased Therapy Pool classes to 20
  - We added an additional Poolates classes: TU/THU @ 6:30pm taught by Pam Shanahan, in July.
  - Discontinued most Virtual Classes in June due to low enrollment. Virtual classes retained:
    - MON - Restorative Yoga
    - MON/WED – Silver Sneakers Classic
    - THU/SUN – willpower & Grace

Continuing these same virtual classes, although virtual participation is low. Anticipating that there may be a greater need for Virtual classes again with the

onset of fall/winter and rising COVID concerns during the cold/flu season and plan to be prepared with these offerings if needed!

- Moved from the Sign Up Genius platform to Community Pass for patrons to reserve a place in classes. Most classes and patrons have returned to the process of walk-in use instead of making reservations. However, patrons attending the more popular classes like M/W Silver Sneakers and Stretch, Fit for Life and the Aqua classes enjoy having the ability to make reservations to ensure they have a space in advance.
- September - To make sure a class doesn't exceed room capacity; the front desk has resumed handing out tickets to patrons as they check in for a class. Patrons with reservations have priority, others may attend the class if there is room.
- Planned for, and began in June, Outdoor Fitness Classes including:
  - Zumba - MON 5:30pm @ Clement Amphitheater
  - Splash - M/W/F 8am @ Deer Creek Pool; TU/TR 8am Weaver Hollow Pool

Zumba at the Clement Amphitheater and the outdoor water classes were well attended throughout the summer.

- As a side note, patrons enjoyed going down the Weaver Hollow water slide at their last outdoor class. Kudos to the Lifeguarding staff for making that happen.
- Mind/Body
  - Laura Adams added a Monday and a Friday 11:45am Gentle Pilates classes. Her added efforts were deeply appreciated.
  - Continued through August Outdoor Mind/Body Classes including:
    - Tai Chi on the grass near Clement Park Amphitheater, THU, 7am.
    - Yoga with Lora at Clement Park Amphitheater, MON 8:30am
    - Yoga in the Park was offered over the summer, but was eventually removed from the schedule. Would not recommend adding it to the outdoor schedule next summer.
  - Gentle Yoga on the Peak Patio, TU 8:00am
    - There was some resistance to this class moving outdoors for the summer. Consider keeping it indoors summer 2022.
- Chronic Condition Programs
  - Defer the Disease3-month Program is seeing a dramatic rise in participation/interest. This program is a highlight program for our fitness programs, offering personalized exercise programming and classes to individuals with any number of chronic conditions. Serving 15+ participants and growing by about 2-3 each week. Classes for these pass holders are held M/W 1-2pm (strength & Conditioning focus) and T/H 2-3pm (Stability & Mobility focus)
- Personal Training Programs
  - Training inquiries increased from 20 to 30 per quarter; in addition, prior clients continue to reconnect with trainers to restart.
  - Outreach planned for our premier pass holders and prior training clients.
  - Elite-X Quick Burn and Body Xtreme Bootcamp numbers are lower than desired- we are taking into consideration that these offerings may need to be offered differently or cancelled. On a daily we are making reservations required; if none exist 24 hrs in advance of class, it will be cancelled for that day.
  - Senior Adult & Ladies Small Group personal training classes also continue to expand in participation!
  - Classes for all small group & sport performance training slowly gaining ground as well- we are pursuing a variety of new marketing endeavors, using social media, E-news, & staff outreach to community coaches (phone & email). Have staff handing out flyers/advertising as possible throughout the district and within the community at various retailers.
- Sport Performance Training Programs
  - Learned that the LHA group at the Edge would not be renewing their contract with our Sport Performance training programs for the coming Hockey season. This is

large revenue cut for this department, and will have an impact on the structure of our department, as a FT position was dedicated to this area. We plan to evaluate this in the Fall 2021.

- Hosted a Strength & conditioning class for Children's Programs: 7/8, 30 2<sup>nd</sup>-5th graders participated at Edge Performance Training through planning with Molly Campbell, Site Director/Elementary Sport
- Hosted Training staff off-site for a Hockey dryland clinic with Rocky Mountain Hockey Schools at Big Bear Ice Arena, 7/12-7/16, 45 participants.
- Gymnastics specific classes added in collaboration with gymnastics staff at Lilley Gulch. Small group saw great results and helped to build relationships/credibility with Chatfield Senior High School gymnastics. We began providing off-site Sport Performance training at Chatfield for up to 20 participants and the feedback has been very positive.
- Evaluated price structure for our camps, clinics and proposed rental options of the Edge & Cage Performance Training in July – our pricing is below other sport performance programs in the community. Pricing was simplified based on number of participants for training services up to a max/hour rate.
- Senior Adult Programs
  - Restarted Mahjongg Club in July. It meets WED 1-4.
  - Sent Senior E-Newsletters in August and September.
  - Began planning for a return to Senior Adult Activities (targeted July for first month of re-opening).
    - Meet & Eat:
      - The first Senior Adult Activity was a Meet & Eat at Virgilio's Pizza. A second was held at Flying Pig. Both went well, but there was talk amongst patrons about how expensive they were, so will consider a monthly lunch club or other way to get patrons together for lunches OR consider returning to 'Ride & Lunch,' taking the bus to area restaurants.
    - Park & Play:
      - The events were Trishaw rides and attended by small numbers, but those who attended really enjoyed and some who attended have scheduled additional rides separately with Cycling Without Age.
    - Off-site events:
      - Wine Tasting at Carboy, July
      - Began monthly Bingo at the Old Crows Antiques, July
        - Old Crows provides the space free of charge and sells us root beer floats for \$4 each. Patron registration price covers prizes and root beer floats.
        - David Nila, from Humana, began as the Bingo caller and also provided small prizes. Since prizes are small, began supplementing with additional prizes in September and patrons seemed to appreciate the larger prizes i.e. the Chocolate Therapist, Penzey's Spices, and wine. Among other things, winners take home gift certificates for 1 Bingo registration.
        - Usually 10-15 patrons playing.
        - Purchased cardstock Bingo cards and daubers for July and August. Purchased "shutter" cards in September and they are much easier to deal with.
      - Began Excursions in August:
        - Adams Mystery Playhouse, "Murder at the Tiki Bar," August
        - Lakewood Cultural Center, "The Drowsy Chaperone," September
        - Planning to bring back many events that were cancelled in 2020:
          - Senior Open House-October 1, 2021

- Began prospecting for sponsors and vendors. There has been a lot of change since the 2019 Open House and some sponsors did not return. Other previous sponsors were not yet comfortable attending an event with a large crowd.
- David Mosher, Fitness Intern, was very helpful with prospecting phone calls and making suggestions for new sponsors.
- Mind-Body Open House-January 14, 2022
- Vino & Valentines-February 11, 2022

### **Foothills Fieldhouse Highlights**

For the 3<sup>rd</sup> quarter of 2021, the Fieldhouse net is \$69,306 lower than planned. Revenue is \$106,137 lower than plan with lower participation in all programs. Concessions is down \$18,074 YTD and is rebuilding clientele each month a little stronger than the month before. Expenses are \$36,831 better than plan split between payroll, supplies, and purchased services.

- Rentals are \$22,001 YTD lower than plan due to the first quarter restrictions, which is 40% of the year's rental income. The Fieldhouse normally in January and February will do \$80,000 + in rentals that would equate to about a \$40,000 increase to plan in a non-covid year. RMRHL Hockey has shown some growth in the third quarter picking up additional hours for a new league Monday nights and youth drop in on Saturdays. The Men's Box Lacrosse League dropped 2 teams on Tuesday nights but continues to help rental and concessions revenue.
- The intro to lacrosse league has remained full for the quarter however; the girl's high school lacrosse league and the coed soccer leagues were canceled due to lack of participation.
- The Fieldhouse concession is up \$2k in the 3<sup>rd</sup> quarter but like the rink rental, without being opening until June it will be impossible to make up the first quarter sales.
- The nice weather and no rain throughout the quarter hurt the Fieldhouse in rink rentals and league play as it is much cheaper to play outside.

### **Edge Ice Arena Highlights**

Through the 3<sup>rd</sup> quarter of 2021, the Edge Ice Arena's has a net revenue of \$473,211 which is \$47,199 less than planned. This is due to timing of our Adult league and collecting fees that will balance out in October.

- In July we successfully took out the ice on the East rink, rebuilt it, repainted it and installed new logos.
- The Colorado Classic, our internal adult hockey tournament, had over 32 teams, with 5 coming in from out of state, it was a great event.
- We hosted for the 6th year, Mullets and Mustaches adult hockey tournament. 30 teams participated.
- Hockey season is in full swing with Littleton Hockey Association (LHA), Colorado 14'ers, Foothills Hockey Association (FHA) as well as our Adult leagues
- Winter Adult league season started in September with 5 divisions C-1, C-2, D-1, D-2, D-3 and Over 40 with a total of 38 teams.
- We hosted the CCM World Showcase for the fourth in August; it was the largest they have had, as it didn't run in 2020.
- Colorado 14'ers hosted their first Western Showcase, that had 32 teams most of which were from out of state.
- Our Learn to Skate has been the largest it has ever been in the 3<sup>rd</sup> quarter and we would be doing record numbers if we had more staff.
- Staff are working closely with the hockey associations and other user groups to provide consistency and quality services. Management staff have been making themselves more visible during evenings, weekends and special events.

- For the first time, the Penalty Box bar and grill has a net of about \$39,000 and is on budget. This is amazing considering we were not open in the month of January. We have more tournaments and games schedule to close out the year.
- Overall, headed into the 4<sup>th</sup> quarter we are excited about the possibilities of meeting or exceeding budget. Which was our goal this year, to rebound from a poor 2020. We are fully booked and scheduled for the rest of the year.
- Ice hours used for 3rd Quarter by the contracted hockey associations:

|                                | <u>Allocated</u> | <u>Used</u> |
|--------------------------------|------------------|-------------|
| ○ Foothills Hockey Association |                  |             |
| July                           | 0 hours          | 0 hours     |
| August                         | 21.75 hours      | 5.5 hours   |
| September                      | 51.25 hours      | 10.5 hours  |
| ○ Colorado 14'ers              |                  |             |
| July                           | 30 hours         | 3 hours     |
| August                         | 57 hours         | 31 hours    |
| September                      | 73 hours         | 85 hours    |
| ○ Littleton Hockey Association |                  |             |
| July                           | 85 hours         | 32 hours    |
| August                         | 91 hours         | 123 hours   |
| September                      | 227 hours        | 186 hours   |

Foothills Parks & Recreation District  
Leisure Services Summary  
Thursday, September 30, 2021

|   | September      |                |                 | YTD                |                  |                    | 2021              |                  |                  | 2020<br>YTD        |
|---|----------------|----------------|-----------------|--------------------|------------------|--------------------|-------------------|------------------|------------------|--------------------|
|   | 2021           | 2021           | Fav/(Unfav)     | 2021               | 2021             | Fav/(Unfav)        | Original          | Remaining        | %                |                    |
|   | Actual         | Budget         | Variance        | Actual             | Budget           | Variance           | Budget            | Budget           | Completed        |                    |
| <b>OPERATING REVENUES</b>                           |                |                |                 |                    |                  |                    |                   |                  |                  |                    |
| 44112 + 442 Admission Fees                          | \$637,004      | \$728,120      | (\$91,116)      | \$4,365,734        | \$6,613,920      | (\$2,248,186)      | \$8,228,384       | \$3,862,650      | 53.06%           | \$2,817,631        |
| 44100:4416 Rentals                                  | 183,044        | 126,352        | 56,693          | 1,380,049          | 1,316,561        | 63,488             | 1,889,243         | 509,193          | 73.05%           | 904,075            |
| 44640 + 446 Merchandise Sales                       | 6,863          | 6,808          | 55              | 41,834             | 74,764           | (32,930)           | 100,488           | 58,655           | 41.63%           | 21,808             |
| 44600:4463 Concessions and Other Contracts          | 42,880         | 32,184         | 10,695          | 344,602            | 362,433          | (17,830)           | 477,840           | 133,237          | 72.12%           | 152,306            |
| 44910 + 481 Other Revenue                           | 8,072          | 3,425          | 4,647           | 33,699             | 26,879           | 6,820              | 36,062            | 2,363            | 93.45%           | 57,556             |
| <b>TOTAL OPERATING REVENUES</b>                     | <b>877,862</b> | <b>896,889</b> | <b>(19,027)</b> | <b>6,165,918</b>   | <b>8,394,557</b> | <b>(2,228,639)</b> | <b>10,732,017</b> | <b>4,566,099</b> | <b>57.45%</b>    | <b>3,953,377</b>   |
| <b>OPERATING EXPENDITURES</b>                       |                |                |                 |                    |                  |                    |                   |                  |                  |                    |
| 50100:5090 Salaries and Wages                       | 446,676        | 477,069        | 30,393          | 4,535,835          | 5,163,623        | 627,788            | 6,626,101         | 2,090,266        | 68.45%           | 3,627,632          |
| 51100:5130 Personnel                                | 79,315         | 89,822         | 10,507          | 934,638            | 1,024,217        | 89,579             | 1,298,920         | 364,282          | 71.95%           | 816,479            |
| 52100:5275 Supplies                                 | 67,221         | 85,222         | 18,001          | 702,287            | 892,038          | 189,751            | 1,081,213         | 378,926          | 64.95%           | 470,289            |
| 53100:5356 Purchased Services                       | 101,518        | 114,547        | 13,029          | 838,492            | 1,160,353        | 321,861            | 1,526,745         | 688,253          | 54.92%           | 608,231            |
| 54110:5421 Utilities                                | 67,977         | 68,364         | 388             | 631,505            | 542,123          | (89,382)           | 725,707           | 94,202           | 87.02%           | 494,128            |
| 55100:5560 Insurance                                | 8,031          | 8,031          | -               | 72,283             | 72,283           | -                  | 96,377            | 24,094           | 75.00%           | 85,529             |
| 57986:5798 Other Expenditures                       | 777            | -              | (777)           | 246                | -                | (246)              | -                 | (246)            | 0.00%            | (163)              |
| <b>TOTAL OPERATING EXPENDITURES</b>                 | <b>771,515</b> | <b>843,055</b> | <b>71,541</b>   | <b>7,715,286</b>   | <b>8,854,636</b> | <b>1,139,350</b>   | <b>11,355,064</b> | <b>3,639,778</b> | <b>67.95%</b>    | <b>6,102,124</b>   |
| <b>NET OPERATING REVENUE/(EXPENDITURES)</b>         | <b>106,348</b> | <b>53,833</b>  | <b>52,514</b>   | <b>(1,549,368)</b> | <b>(460,079)</b> | <b>(1,089,288)</b> | <b>(623,047)</b>  | <b>926,320</b>   | <b>248.68%</b>   | <b>(2,148,747)</b> |
| <b>NON-OPERATING REVENUE</b>                        |                |                |                 |                    |                  |                    |                   |                  |                  |                    |
| 41100 + 411 Property Taxes Collected for Operations | 67,742         | 67,742         | 0               | 766,866            | 766,866          | 0                  | 977,986           | 211,120          | 78.41%           | 804,668            |
| 42355 + 423 Contributions and Grants                | (850)          | -              | (850)           | 250                | -                | 250                | -                 | (250)            | 0.00%            | -                  |
| 48142 Proceeds from Insurance                       | -              | -              | -               | 4,804              | -                | 4,804              | -                 | (4,804)          | 0.00%            | -                  |
| 48151 + 481 Other Income                            | -              | -              | -               | 174,225            | -                | 174,225            | -                 | (174,225)        | 0.00%            | 27,500             |
| <b>TOTAL NON-OPERATING REVENUE</b>                  | <b>66,892</b>  | <b>67,742</b>  | <b>(850)</b>    | <b>946,145</b>     | <b>766,866</b>   | <b>179,279</b>     | <b>977,986</b>    | <b>31,842</b>    | <b>96.74%</b>    | <b>832,168</b>     |
| <b>NON-OPERATING EXPENDITURES</b>                   |                |                |                 |                    |                  |                    |                   |                  |                  |                    |
| <b>NET REVENUE/(EXPENDITURES)</b>                   | <b>173,240</b> | <b>121,576</b> | <b>51,664</b>   | <b>(603,223)</b>   | <b>306,786</b>   | <b>(910,009)</b>   | <b>354,939</b>    | <b>958,162</b>   | <b>(169.95%)</b> | <b>(1,316,579)</b> |
| <b>TOTAL REVENUE</b>                                | <b>944,754</b> | <b>964,631</b> | <b>(19,877)</b> | <b>7,112,063</b>   | <b>9,161,423</b> | <b>(2,049,360)</b> | <b>11,710,003</b> | <b>4,597,940</b> | <b>60.73%</b>    | <b>4,785,545</b>   |
| <b>TOTAL EXPENDITURES</b>                           | <b>771,515</b> | <b>843,055</b> | <b>71,541</b>   | <b>7,715,286</b>   | <b>8,854,636</b> | <b>1,139,350</b>   | <b>11,355,064</b> | <b>3,639,778</b> | <b>67.95%</b>    | <b>6,102,124</b>   |
| <b>NET REVENUE/(EXPENDITURES)</b>                   | <b>173,240</b> | <b>121,576</b> | <b>51,664</b>   | <b>(603,223)</b>   | <b>306,786</b>   | <b>(910,009)</b>   | <b>354,939</b>    | <b>958,162</b>   | <b>(169.95%)</b> | <b>(1,316,579)</b> |



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**DATE:** October 26, 2021

**MEMO TO:** Foothills Board of Directors

**FROM:** Tom Woodard, Director of Golf

**SUBJECT:** Golf Division Quarterly Report / 3<sup>rd</sup> Quarter 2021

The following is an update of the major activities in the Golf Division for the 3<sup>rd</sup> quarter of 2021. This report will cover activities through September 30, 2021.

**Golf Rounds:**

The 158,394 rounds of golf played through the 3<sup>rd</sup> quarter of 2021 is an increase of 635 rounds from the 157,759 rounds played through the 3<sup>rd</sup> quarter of 2020, and 27,909 rounds above the previous three-year average of 130,485 rounds. Historically, 85% of the yearly total rounds of golf are played through the 3<sup>rd</sup> quarter of the year.

**Revenue / Expenditures Summary:** (see attachment)

**Total Operating Revenues:**

The 2021 YTD Total Operating Revenues of \$5,526,862 is \$1,506,994 favorable to the projected budget of \$4,019,868 and \$1,078,279 favorable to the previous three years YTD Total Operating Revenue average of \$4,448,583. Increases of \$1,046,568 in Admission Fees, \$362,556 in Rentals and \$97,762 in Merchandise Sales are the product of an increase in rounds of golf played in 2021, combined with a conservative budgeting approach because of the unknowns associated with Covid-19.

**Total Operating Expenditures:**

Total Operating Expenditures for the 3<sup>rd</sup> quarter are \$535 unfavorable to budget. The favorable decrease of \$56,738 in Salaries and Wages & Personnel is the result of staff shortages. The \$36,636 unfavorable increase in Supplies is the result of the increase of re-sale Pro Shop merchandise purchased because of demand. The small increase of \$4,128 in Purchased Services are timing related, those dollars will be expended during the balance of the year. The unfavorable increase of \$10,408 in utilities is mainly the result of a special Bergen Reservoir assessment.

**Net Revenue / Expenditures:**

The Golf Department was \$1,506,460 favorable over the budgeted Net Revenue (Expenditures) through the 3<sup>rd</sup> Quarter. An increase in rounds of golf played and a conservative budgeting approach because of Covid-19 were the main contributing factors for the advantageous numbers.

## **Golf Development and Improvement Fund (GDIF)**

The 2021 Budget included \$327,870 in GDIF expenditures. The expenditures are all capital related and will address the most critical capital needs of the Golf Department.

### **Foothills Golf Course**

- Cart Path Repairs and Replacement – project is complete
- Rebuilding Tee Boxes – project is completed
- Permanent Restroom on the Par 3 Golf Course - pending

### **Meadows Golf Course**

- Install Fairway Drainage System on the 12<sup>th</sup> Hole – project is complete

### **Premier Restaurant Group:**

The Premier Restaurant Group operates the food and beverage concession at both golf courses. The 3<sup>rd</sup> quarter YTD total gross revenue was \$1,156,095 compared to \$884,713 in 2020, an increase of \$271,382. Management attributes the upsurge in revenue to the increased hours of operation in 2021 versus 2020. In 2020, because of Covid-19 guidelines, the restaurants were closed during April and May.

### **Department Achievements in the 3rd Quarter:**

#### **Meadows Golf Course**

- Golf Course is in excellent shape
- Completed fairway drainage project on 12<sup>th</sup> fairway
- Aeration of greens was completed

#### **Foothills Golf Course**

- JNS architectural design services completed the conceptual phase for the new clubhouse
- Rebuilding of several tee boxes was completed during the 3<sup>rd</sup> quarter
- Golf Course is in excellent shape
- Aeration of greens was completed
- Maggie Camp was hired as the new Assistant Golf Professional

#### **Other Achievements**

- Golf courses were extremely busy and staff continues to work very hard

### **Challenges in the 3<sup>rd</sup> Quarter:**

- Several seasonal maintenance and golf operational positions remain vacant

Foothills Parks & Recreation District  
Golf Summary  
Thursday, September 30, 2021

|   | September      |                |                 | YTD              |                  |                  | 2021             |                    |                | 2020<br>YTD      |
|---|----------------|----------------|-----------------|------------------|------------------|------------------|------------------|--------------------|----------------|------------------|
|   | 2021           | 2021           | Fav/(Unfav)     | 2021             | 2021             | Fav/(Unfav)      | Original         | Remaining          | %              |                  |
|   | Actual         | Budget         | Variance        | Actual           | Budget           | Variance         | Budget           | Budget             | Completed      |                  |
| <b>OPERATING REVENUES</b>                   |                |                |                 |                  |                  |                  |                  |                    |                |                  |
| 44112 + 44: Admission Fees                  | \$537,971      | \$344,480      | \$193,491       | \$3,942,339      | \$2,895,771      | \$1,046,568      | \$3,315,903      | (\$626,436)        | 118.89%        | \$4,025,913      |
| 44100:4416 Rentals                          | 172,539        | 103,786        | 68,753          | 1,150,615        | 788,059          | 362,556          | 903,999          | (246,616)          | 127.28%        | 957,538          |
| 44640 + 44: Merchandise Sales               | 64,547         | 41,284         | 23,263          | 378,910          | 281,148          | 97,762           | 396,987          | 18,077             | 95.45%         | 224,248          |
| 44600:4463 Concessions and Other Contracts  | 10,001         | 10,000         | 1               | 50,001           | 50,000           | 1                | 69,000           | 18,999             | 72.47%         | 50,000           |
| 44910 + 48: Other Revenue                   | 396            | 540            | (144)           | 4,997            | 4,890            | 107              | 5,700            | 703                | 87.66%         | 10,326           |
| <b>TOTAL OPERATING REVENUES</b>             | <b>785,454</b> | <b>500,090</b> | <b>285,364</b>  | <b>5,526,862</b> | <b>4,019,868</b> | <b>1,506,994</b> | <b>4,691,589</b> | <b>(835,273)</b>   | <b>117.80%</b> | <b>5,268,026</b> |
| <b>OPERATING EXPENDITURES</b>               |                |                |                 |                  |                  |                  |                  |                    |                |                  |
| 50100:5090 Salaries and Wages               | 190,523        | 180,825        | (9,699)         | 1,543,795        | 1,602,826        | 59,031           | 2,001,905        | 458,110            | 77.12%         | 1,466,023        |
| 51100:5130 Personnel                        | 33,968         | 32,218         | (1,750)         | 342,396          | 340,103          | (2,293)          | 422,152          | 79,757             | 81.11%         | 311,539          |
| 52100:5275 Supplies                         | 113,461        | 78,010         | (35,451)        | 720,312          | 683,676          | (36,636)         | 869,444          | 149,132            | 82.85%         | 527,747          |
| 53100:5356 Purchased Services               | 40,311         | 24,037         | (16,274)        | 289,769          | 285,643          | (4,126)          | 334,178          | 44,409             | 86.71%         | 308,041          |
| 54110:5421 Utilities                        | 55,495         | 48,904         | (6,592)         | 330,019          | 319,611          | (10,408)         | 391,842          | 61,823             | 84.22%         | 331,095          |
| 55100:5560 Insurance                        | 1,007          | 1,007          | -               | 9,065            | 9,065            | -                | 12,087           | 3,022              | 75.00%         | 9,634            |
| 57986:5798 Other Expenditures               | 5,187          | -              | (5,187)         | 6,102            | -                | (6,102)          | -                | (6,102)            | 0.00%          | (914)            |
| <b>TOTAL OPERATING EXPENDITURES</b>         | <b>439,953</b> | <b>365,000</b> | <b>(74,952)</b> | <b>3,241,459</b> | <b>3,240,924</b> | <b>(535)</b>     | <b>4,031,609</b> | <b>790,150</b>     | <b>80.40%</b>  | <b>2,953,165</b> |
| <b>NET OPERATING REVENUE/(EXPENDITURES)</b> | <b>345,502</b> | <b>135,090</b> | <b>210,412</b>  | <b>2,285,403</b> | <b>778,944</b>   | <b>1,506,460</b> | <b>659,981</b>   | <b>(1,625,423)</b> | <b>346.28%</b> | <b>2,314,861</b> |
| <b>NON-OPERATING REVENUE</b>                |                |                |                 |                  |                  |                  |                  |                    |                |                  |
| <b>NON-OPERATING EXPENDITURES</b>           |                |                |                 |                  |                  |                  |                  |                    |                |                  |
| 59020:5902 Interest Expense                 | -              | -              | -               | -                | -                | -                | -                | -                  | 0.00%          | 3,696            |
| <b>TOTAL NON-OPERATING EXPENDITURES</b>     | <b>-</b>       | <b>-</b>       | <b>-</b>        | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>           | <b>0.00%</b>   | <b>3,696</b>     |
| <b>NET REVENUE/(EXPENDITURES)</b>           | <b>345,502</b> | <b>135,090</b> | <b>210,412</b>  | <b>2,285,403</b> | <b>778,944</b>   | <b>1,506,460</b> | <b>659,981</b>   | <b>(1,625,423)</b> | <b>346.28%</b> | <b>2,311,165</b> |
| <b>TOTAL REVENUE</b>                        | <b>785,454</b> | <b>500,090</b> | <b>285,364</b>  | <b>5,526,862</b> | <b>4,019,868</b> | <b>1,506,994</b> | <b>4,691,589</b> | <b>(835,273)</b>   | <b>117.80%</b> | <b>5,268,026</b> |
| <b>TOTAL EXPENDITURES</b>                   | <b>439,953</b> | <b>365,000</b> | <b>(74,952)</b> | <b>3,241,459</b> | <b>3,240,924</b> | <b>(535)</b>     | <b>4,031,609</b> | <b>790,150</b>     | <b>80.40%</b>  | <b>2,956,861</b> |
| <b>NET REVENUE/(EXPENDITURES)</b>           | <b>345,502</b> | <b>135,090</b> | <b>210,412</b>  | <b>2,285,403</b> | <b>778,944</b>   | <b>1,506,460</b> | <b>659,981</b>   | <b>(1,625,423)</b> | <b>346.28%</b> | <b>2,311,165</b> |



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** October 26, 2021

**MEMO TO:** Foothills Board of Directors

**FROM:** Colin Insley, Director Parks, Planning and Construction

**SUBJECT:** Parks Planning and Construction 3rd Quarter Report 2021

**Overall Department Revenues**

Operating revenues are tracking at \$166,977 unfavorable to plan due to timing in collecting fees and fewer tournaments. Non-operating revenue or tax allocation is the majority of all parks department revenue is tracking favorable to plan by \$2,042, due to budgeted estimate vs. actual contributions or grants for the Pride in our Parks program.

**Overall Department Expenses**

Operating expenses are tracking at \$345,975 favorable to plan. This is largely due to a \$126,159 savings in part-time wages and lower salaries from open positions and fewer PT staff. Utilities are tracking favorable by \$142,570 due to a wet season for irrigation and supplies are favorable by \$70,000 due to timing of purchases. Non-Operating Expenses is 100% expensed.

**Overall Department Net Revenue (Expenditures)**

Overall net revenue/expenditures are at \$181,041 favorable to plan.

**Parks Administration**

Expenditures are tracking unfavorable to plan by \$7,486, largely for purchases of memorial benches that get credited to another account.

**Staff Highlights**

- Collaboration:
  - Ongoing MS4 research with consultant

**Projects:**

- 2020 Mill Levy Projects
  - Alper's Farm Park
    - Completed Projects- new half basketball court and yard games area, new site amenities, new concrete walk through the park, new Xcel transformer and service, new water tap and service, new bluegrass field and irrigation system, and a new pedestrian light
  - Woodmar Square Park
    - Completed Projects – removed old shelter and Russian Olives near playground, installed new shelter and site amenities, paved ADA

access to playground and additional concrete in the area, irrigation mainline installed, new Xcel transformer and service, paved Peakview ROW expansion added railing, paved Lilley Gulch Trail culvert bypass and crosswalk, paved new bench and picnic table pads and planted 24 new trees

- Eagle Meadows Park
  - Completed projects- Tennis court surface and fence replaced, replaced concrete path through the park, new irrigation, new site amenities, planted new trees and new playground curb
  - Projects to be completed-improvements to gazebo and new layer of crusher fines along path
- Schaefer Athletic Complex playgrounds
  - Two new playground installed
- Clement Park Tennis and Pickle ball courts
  - Plans complete with Norris Design
  - Project awarded to KCI
  - Work scheduled Fall-Winter 2021, start day October 2021
- Ridge Recreation Center Playground
  - New playground for daycare area
  - Equipment ordered
  - Installation scheduled Fall 2021
- 2021 Mill Levy Improvement Projects
  - Upcoming projects
    - Lakehurst Park
      - Additional research is being conducted on sidewalks throughout the park with Jefferson County and Lakehurst HOA
    - Westfield Park
      - Project awarded to Richdell Construction
      - Work will be Winter 2021-2022
    - Victory Park
      - Project awarded to Richdell Construction
      - Work will be Winter 2021-2022
    - Westbury Greenbelt
      - Project awarded to Richdell Construction
      - Work will be Winter 2021-2022
    - Columbine Hills and Sports Parks
      - Project awarded to Richdell Construction
      - Work began September 2021
    - Easton Regional Park
      - New picnic shelter near restroom building, 4 shade structures over bleachers at Rockies Field and small baseball field, located in the northwest section of the park.
      - Design in progress
  - UC Denver Senior Capstone Project
    - Team of students completing study along Lilley Gulch corridor

- Work will include hydraulic assessment, bank stabilization and erosion control. Pedestrian Bridge redesign and box culvert improvements and over all pedestrian improvements.

Pride in our Parks:

- Worked with Youth Program and Summer Camps as a special guest throughout summer. Park staff hosted a “Touch a Truck” event for daycare programs.
- Working with Jeffco P4 program with a new intern. They will be working on a playground inventory.
- Planted 1 Tribute Tree and installed 1 Memorial Bench
- Worked with GOCO and Generation Wild to have large googly eyes installed short term on a tree at Clement Park. Part of an incentive to promote youth playing outside.
- Parks photos shown in Colorado Bylines as Honorable mention for photo contest
- Wrote Jeffco Grant for Dutch Creek Trail
- Assisted with staff end of summer picnic
- Attended Woodmar HOA Grand Reopening of Woodmar Square Park. 9/18/2021

Volunteer Review:

- LDS Missionaries
  - Various project throughout the District
    - 7/7- Woodmar Square Park flood clean up
    - 7/29- Clement Park rock moving
    - 9/9- Woodmar Square Prep
    - 9/19- Columbine Sports Park rock bed prep
    - 9/23- Easton- Tennis bed clean up
    - 9/30- Easton- Landscape bed clean up
    - 10/7- Easton- Scout Project prep
    - 10/14- Clement- Willow clean up
      - 42 volunteers, 52.5 total hours
- Family Volunteer day
  - Clement Park willow clean up
    - 7/2/2021
      - 5 volunteers, 10 total hours
- Community Service
  - Youth Community Service- various projects
    - 7/7/2021
      - 2 volunteers, 40 total hours
- FHPRD Teen Camp
  - Lilley Gulch-Baseball field clean up
    - 7/15/2021
      - 22 volunteers, 44 total hours
  - Kipling Villas- landscape clean up
    - 8/4/2021
      - 18 volunteers, 27 total hours
- LDS Ken Caryl Ward Youth Group
  - Kipling Villas- tree mulching
    - 7/21/2021

- 15 volunteers, 45 total hours
- Lakehurst HOA
  - Lakehurst Park- mulch trees and pruning
    - 8/7/2021
      - 8 volunteers, 16 total hours
- Community Volunteers
  - Wayside Meadows Park- Noxious weed removal
    - ongoing
      - 1 volunteers, 8 total hours
- LDS Youth Groups
  - Easton Regional Park- Noxious weed removal
    - 8/17/2021
      - 8 volunteers, 16 total hours
  - Sixth Ave- Landscape bed clean up
    - 9/7/2021
      - 22 volunteers, 33 total hours
- LDS Church- Columbine Stake
  - Woodmar Square Park- Full park clean up with creek cleaning
    - 9/11/2021
      - 140 volunteers, 420 total hours
- CHICA HOA Volunteer day
  - Columbine Sports Park- Build rock bed
    - 9/18/2021
      - 15 volunteers, 30 total hours

Eagle Scout Service Projects:

- Bee Houses at Harriman Lake Park
  - August Kroog 9/4/2021
  - Designed, built, installed bee houses at Harriman Lake Park
  - Total volunteers: 12
  - Total volunteer hours: 62
- New fences at Wayside Meadows Park
  - Jonah Climp 9/18/2021
  - Built two new fences along Wayside Meadows Park and West Laurel Park
  - Total volunteers: 14
  - Total volunteer hours: 63.75
- Clement Park table area
  - Charlie Stocking 9/25/2021
  - Designed and built a new rock area on NW side of lake
  - Total volunteers: 22
  - Total volunteer hours: 119

**Total Volunteer Hours for 2021 third Quarter: 346 Volunteers and 986 volunteer hours**

### **Fleet Services**

Overall expenses are tracking at \$10,857 unfavorable to plan. This was mostly due to payout of sick time and vacation to a retiring staff member and increase in supplies for repairs.

### **Staff Highlights:**

- Fleet mechanic Randy Hoover, retired in August with over 29 years' service to the District.
- Part Time Fleet Mechanic Craig Wieland, applied for and was hired for the open full time position.
- Fleet Services Budget is tracking at 78% expended due to a large payout of benefits for a retired employee in August.
- Fleet Services completed over 114 work requests during the period. These include requests for repairs, general maintenance and emergency field recovery on the districts fleet of vehicles and equipment.
- Fleet Services Purchased and Fleet Mechanics commissioned (2) two, 2022 Ford F350 Pickup Trucks for the Urban Parks Department.
- A new Sullair Rotary Screw air compressor was installed in August to replace an aging 1996 air compressor. The Fleet Shop Compressor serves all work areas at MSC as well as the mower wash pad.
- Fleet staff decommissioned and sold (2) two surplus pickup trucks, utility cart and the old Fleet Shop air compressor. Sales totaled \$12,952
- Fleet Supervisor, Bill Johnsmiller passed 4 ASE Re-Certification tests to keep his ASE Master Automobile Technician Certification current for another 5 years. He has been an ASE Master Certified Technician for over 33 years.
- Fleet Services is currently short on help with a part-time Fleet Mechanic position open since early September.

### **Urban Parks**

Overall revenue is at \$83,437 unfavorable to plan due to timing of payment to the District and fewer tournaments.

Net expenditures and revenue are \$214,000 favorable to plan from savings in irrigation from a wetter season than last year and savings in salaries and wages from changes in full-time staff and savings in part-time wages filling much fewer positions.

### **Staff Highlights**

#### **Irrigation**

- Installed new antenna for a Wi-Fi bridge at Lilley Gulch Park irrigation clock to converted cell connection into Ethernet connection coming from Lilley Gulch Rec Center clock.
- Staff utilized flow watch on the irrigation system and learned/recorded station flows at Alper's Farm Park
- Two (2) irrigation mainline repairs at Jim Hoida Park and lateral repair at Governor Grant Park.
- Repaired poly irrigation lateral leak, sealed the clock box antenna and remove thorn bush by the irrigation backflow in Westbury Park.

- Irrigation valve repair at Westbury Park and Columbine West Park. Repaired and leveled irrigation heads at Westfield Park.
- Irrigation repairs at Belleview Acres – broken irrigation valve box and head repair
- Installed new 4G external irrigation clock antennas and 4G cell cartridges at Blue Heron, Dancing Willows, Gov Grant, and Trappers, Westbury, and Dewey Haberman Parks.
- Checked and repaired the drip zone and added additional drip emitters to trees on west end of Dancing Willows Park.
- Tied onto an existing irrigation zone and added drip irrigation to newer trees at East entry to Dancing Willows Park.
- Continuing to adjusted flow sensors and sensitivity on irrigation flow readings at new parks.
- Performed irrigation head checks and repairs in many of the irrigated park sites.

#### Baseball Fields

- Removed weeds on Lilley Gulch ballfields and cut edges on infield and outfield.
- Cut down and sprayed weeds around Jim Hoida Park ballfield and plaza area.
- Sprayed for weeds around backstops and bleachers and cleared gravel off of sidewalks between ballfields at Lilley Gulch Park.
- Spray weeds around backstops at all ball fields.
- Dante Bichette weed removal on infield and mound touch up.
- Replaced heads at Dante Bichette Field and broken heads on upper Lilley Gulch baseball/multi use field.
- Inspected and prepared all 12-baseball fields on a weekly basis during the fall baseball season.
- Setup, lined and dragged the Trappers Glen, Lilley Gulch and Wayside Meadows fields for the Foothills Leagues on a weekly basis's.
- Sod cut the outfield ach in preparation for the new irrigation installation on Field 4 in Columbine Hills Sports Park.
- All baseball fields are in good condition going into the winter baseball season

#### Multi-use fields/ Irrigated Parks

- Flagged, aerated, and fertilized all multi-use fields and irrigated parks.
- Inspect wet area/ruts at Sgt. Mossbrucker Park by new spruce trees on north end of park.
- Weekly and monthly mowing, trimming, and mower maintenance are on schedule in the 65 parks, trails and greenbelts.
- Aerated and cut in seed at Weaver Hollow Park and Governor Grant Park.

#### Playgrounds

- Staff repaired the climber at Coronado Park.
- Major graffiti removal at Westbury Park playground and removed the old slide tube that was damaged. Playground is scheduled for replacement.

- Power washed graffiti at Governor Grant Park playground.
- Repaired the seek and search play panel in the Wayside Meadows Park.

#### Native areas/Noxious Weeds

- Staff is setting to work with the Mile Hi Youth Corps on the removal of all the Russian Olive trees along the Dutch Creek Regional Trail. This was a full three-week project starting in November.
- Staff seeded in native seed mixes in Christenson Meadows park
- Cleaned up illegal dumping in the Dutch Creek Greenbelt.
- Mowed out sections of Fehringer Ranch for two large track and field cross country meets.
- Filled in prairie dog holes at Mossbrucker Park near condo complex.
- Staff finished up all the rough mowing in the District.

#### Park Amenities

- Glue cap stones on retaining wall at Dancing Willows.
- Graffiti removal at Westbury Shelter.
- Re-anchored middle picnic table at Alpers Farm.
- Remove graffiti at Weaver Hollow skate park. Paint over graffiti at Weaver Hollow dumpster enclosure and remove graffiti on signs and port-o-let. Replace “no dumping” sign at Weaver Hollow dumpster enclosure and pick up dumped tires. Repaired north gate at Weaver Hollow Pool and installed chain to secure.
- Reattach fascia board on Lilley Gulch Park picnic shelter. Power washed the picnic shelter – graffiti on ceiling, graffiti on tables, crud on concrete. Repaired broken heads at picnic shelter.
- Power washed graffiti at LG picnic shelter, two separate incidents.
- Power washed graffiti at Governor Grant playground, two separate incidents.
- Staff repaired playground light pole at Coronado Park and Sunrise creek.
- Staff painted port-o-let enclosure at Woodmar and installed tables and benches.

#### Urban Forestry/ Landscape Beds

- Staff planted five trees in Belleview Acres Park and 4 in Woodmar Park.
- Trimmed overhanging trees and sucker on tree and pruned junipers in Lakehurst Park.
- Major tree cleanup at Willow Creek Park and Columbine West Park.
- Trimmed and cleaned up debris Nelson St. entrance to Westfield Park.
- Weeded and hedge trimmed beds at Lilly Gulch.

#### Drainage/Lakes

- Clear drain basin clog at Lilley Gulch retention basin.
- Cleared debris and silt blockage in the Lilley Drainage corridor at Chief Colorow Park.

- Staff removed 15 yards of silt that was plugging the street storm drainage outlet that flows into Friendly Hills Greenbelt drainage way.
- Installed new culvert piping and rip rapped the area, plus repaired the trail washout in Harriman Lake Park.
- Staff repaired the drainage and cleaned silt and regraded entrance to the fore-bay on the Dutch Creek Trail tunnel under S. Pierce street.
- Staff installed 20 feet of new culvert piping and rip rapped the area that was completely plugged and blocked in the East Woodmar trail underpass.
- Staff removed a small beaver dam on the main spillway from the upper pond to the lower pond at Sanctuary Park.

#### Trails/ Parking Lots

- Filled and repaired multiple large pothole in the Harriman Lake and Fehringer Ranch parks, parking lots.
- Staff painted over multiple graffiti incidents graffiti on the all the trail underpasses.
- Staff had to power wash and clean the bridge that was illegally painted, on the Lilley Gulch Regional Trail behind Dante Bichette field. The bridge became extremely slippery due to the paint.
- Inspected and repaired broken gate at west entry to Fehringer Ranch Park with new post and gate that had been ran-over.
- Repair tire ruts at Lilley Gulch Park – front side where trail and sidewalk meet.
- Trimmed willow and shrubs that were encroaching on the Coronado Trail, Lilley Pad Park trail, Sunrise Creek Park trail and Sanctuary Park trail.
- Staff assisted ESI with the Valley View sealcoat and Lilley Gulch parking lot painting.

#### Snow Removal

- Preparing and setting snow schedules for all Community Parks, Neighborhood Parks, Greenbelt and Trails.

#### Community/Organization Projects

- Staff assisted with an Eagle Scout project on the Weaver Creek bridge renovation.
- Staff worked a Community Cleanup at Woodmar Square Park along the drainage canal.
- Staff attended CPS Fall Field day at Garfield Lake Park, in Denver, this class was on ballfield renovation.
- Continued working with Sabell's on 2020 Park Improvement projects attended weekly meetings and visual inspections on grades, concrete, and irrigation work at Woodmar Square Park, Eagle Meadows Park and Alpers Farm Park
- Staff start working with contractor on 2021 Park Improvement projects in Columbine Hills and Columbine Sports.
- Staff is assisting with the pre-construction and planning for the 2021 Park Improvement projects, which are Lakehurst Park, Victory Park, Westbury Greenbelt, Westfield Park.

- Work with Platte Canyon Water on a water main realignment in the Kipling Villas Greenbelt.

### **Kipling Villas Sub-District**

Expenditures are at \$32,639 favorable to plan. Primarily due to timing of additional projects to be completed in the fall and savings on irrigation from a wet season compared to last year.

### **Staff Highlights**

- Sprayed tree rings on Park Hill
- Sprayed landscape beds
- Repaired valve on W. Park Hill Ave. & S. Cody Way
- Repaired quick coupler on Holland near Lilley Gulch Recreation Center
- Met with contractor on bed improvements and 2022 maintenance
- Repaired lateral on Iris St.
- Worked with LDS church to mulch, prune, and trim around sprinkler heads
- Worked with teen camp to mulch trees on Park Hill Ave.
- Pulled weeds and hedge trimmed shrubs in landscape beds
- Power washed entry signs on Bowles & Holland and Park Hill & Wadsworth
- Irrigation mainline repair on Holland just North of Park Hill Ave.
- Irrigation mainline repair on W. Park Hill Ave and W. Maplewood Dr.
- Pruned and chipped apple tree branches on Iris
- Change irrigation valve bonnet and diaphragm on box 40 at Parkhill Ave.
- Repaired mainline leak on quick coupler near Holland backflow

### **Regional Parks**

Operating revenues are tracking at \$85,789 unfavorable to plan due timing in payment of fees and fewer tournaments. Expenditures are at \$71,883 favorable to plan largely due to savings in full-time and part-time salary and wages and timing of supply purchases.

### **Highlights**

#### **Ranger Program**

- Hired new part time Park Rangers to service Urban and Regional Parks.
- Setup District cell phone, desk phone, and Park Ranger email
- Researched documentation applications for the Rangers to utilize while on patrol
- Developed patrol route and protocols
- Ordered uniforms
- Outfitted Park Ranger Truck with tools, first aid kit, AED unit, and informational materials such as Foothills brochure, RC Aircraft rules and regulations, Temporary Access Permit, Living With Wildlife brochures from CPW, local Homeless shelter information, etc.
- Met with Co-Hope to introduce the Park Rangers to the HOA's and Jeffco Sheriff's Office
- Met with South Suburban Park Rangers to go over their Park Ranger Program

- Made several contacts with park users to educate on rules and regulations ranging from dog waste and leash laws to driving vehicles in the parks, using remote control cars in the park, and providing hand wipes for dog owners that cleanup after their pet
- Removed graffiti from the bridge at Hine Lake
- Assisted with Eagle Scout project at Weaver Hollow Park

### General Highlights

- Hosted Boom Town Lax tournament.
- Parking lot striping at the Peak, Ridge and Edge.
- Met with CPW, Jeffco Animal, and Jeffco Sheriff
- Planted 5 trees at Schaefer Athletic Complex.
- Planted several new trees at Easton Regional Park.
- Worked with Eagle Scout Treyton on volunteer trail enhancement at Easton.
- Rented lift to perform corrective pruning on trees at Easton.
- Winterized both irrigation systems
- Removed 100+ trees and shrubs from the Schaefer lake dam above the Weiland Center
- Hired new FT employee to replace a long time FT employee who resigned for other opportunities.

### Clement Park

Total operating revenues through the 3<sup>rd</sup> quarter of 2021 are \$212 favorable to plan. Total operating expenditures are at \$45,737 favorable to plan due to savings in full-time and part-time wages along with timing of supply purchases.

### Staff Highlights

- Splash Park water feature UV lights replaced due to low dosage, passed both Jefferson County inspections
- South Metro Fire Department performed building inspections at Clement Park, passed all inspections
- Continued with monthly soil amendment, acid treatment and supplemental fertilizer applications on the ballfields, amphitheater seating area and C7 multipurpose field.
- Fall fertilizer application to all turfgrass throughout the park
- Continued to control undesired grasses and weeds with both selective and non-selective herbicides throughout the park
- We were required by the State to release about 72 acre feet of water downstream as part of our agreement to not store runoff and pay back evaporative losses
- Staff received their mid- year check-in evaluations.
- Clement Park hosted the Foothills employee summer picnic and the Bike to Work Day meetup
- Staff sodded multiple bare areas in Phase II and the Splash Park, also replaced about 30,000 ft<sup>2</sup> of sod in the amphitheater seating area. Clement Park staff tilled, leveled and edged the area and installers came in to lay the new sod.

- We brought in a turf and soil consultant to compile water and soil sample results and report his findings. Many theories were confirmed and some new ideas on products and practices were presented.
- Prepared the 2022 Clement Park budgets
- Some seasonal staff returned to their schools or other jobs towards the end of the 3<sup>rd</sup> quarter, still have enough maintenance staff members to get us through the end of the season, usually end of October
- Started annual turfgrass aerification practices throughout the park
- Contractor replaced approximately 200 feet of sidewalk and two drain culverts under the sidewalks in the SE part of the park. Drainage culverts are for handling overflow from Johnston Reservoir. The originals were undermined and no longer effective.
- New sound system was installed at the amphitheater including speakers, wireless microphone and amplifiers. Contractor will put up and test each spring, and take down for storage in the fall.
- Events and sports that occurred in the 3<sup>rd</sup> quarter include Summerset Festival, Concerts in the Park series, Dave Sanders Cross Country meet, Rush Soccer games and practices, South Jeffco baseball and softball games and practices, Columbine High School softball season, Foothills adult softball leagues and Foothills Middle School lacrosse.

Foothills Parks & Recreation District

Total Parks and Clement Park

Thursday, September 30, 2021

|  | September        |                  |                 | YTD                |                    |                  | 2021               |                  |               | 2020<br>YTD        |
|--|------------------|------------------|-----------------|--------------------|--------------------|------------------|--------------------|------------------|---------------|--------------------|
|  | 2021             | 2021             | Fav/(Unfav)     | 2021               | 2021               | Fav/(Unfav)      | Original           | Remaining        | %             |                    |
|  | Actual           | Budget           | Variance        | Actual             | Budget             | Variance         | Budget             | Budget           | Completed     |                    |
| <b>OPERATING REVENUES</b>                                  |                  |                  |                 |                    |                    |                  |                    |                  |               |                    |
| 44112 + 44 Admission Fees                                  | \$37,225         | \$130,010        | (\$92,785)      | \$128,601          | \$283,077          | (\$154,476)      | \$283,077          | \$154,476        | 45.43%        | \$36,115           |
| 44100:4416 Rentals   | 14,142           | 11,113           | 3,029           | 191,580            | 227,416            | (35,836)         | 228,891            | 37,311           | 83.70%        | 45,413             |
| 44600:4463 Concessions and Other Contracts                 | -                | -                | -               | 4,392              | 4,392              | 0                | 4,392              | 0                | 100.01%       | 4,392              |
| 44910 + 48 Other Revenue                                   | 3,261            | 1,800            | 1,461           | 38,635             | 15,300             | 23,335           | 18,000             | (20,635)         | 214.64%       | 31,970             |
| <b>TOTAL OPERATING REVENUES</b>                            | <b>54,628</b>    | <b>142,923</b>   | <b>(88,295)</b> | <b>363,208</b>     | <b>530,185</b>     | <b>(166,977)</b> | <b>534,360</b>     | <b>171,152</b>   | <b>67.97%</b> | <b>117,890</b>     |
| <b>OPERATING EXPENDITURES</b>                              |                  |                  |                 |                    |                    |                  |                    |                  |               |                    |
| 50100:5090 Salaries and Wages                              | 166,184          | 194,045          | 27,861          | 1,539,554          | 1,665,713          | 126,159          | 2,161,684          | 622,131          | 71.22%        | 1,420,230          |
| 51100:5130 Personnel                                       | 39,112           | 41,808           | 2,697           | 443,890            | 449,516            | 5,626            | 566,886            | 122,997          | 78.30%        | 402,283            |
| 52100:5275 Supplies  | 57,018           | 55,853           | (1,165)         | 434,100            | 504,136            | 70,036           | 573,605            | 139,506          | 75.68%        | 368,315            |
| 53100:5356 Purchased Services                              | 29,995           | 23,371           | (6,624)         | 342,142            | 345,080            | 2,938            | 390,639            | 48,497           | 87.59%        | 291,124            |
| 54110:5421 Utilities                                       | 128,410          | 131,193          | 2,783           | 641,649            | 784,219            | 142,570          | 860,608            | 218,960          | 74.56%        | 728,897            |
| 55100:5560 Insurance                                       | 5,100            | 4,774            | (326)           | 44,319             | 42,965             | (1,354)          | 57,287             | 12,968           | 77.36%        | 51,999             |
| <b>TOTAL OPERATING EXPENDITURES</b>                        | <b>425,819</b>   | <b>451,044</b>   | <b>25,225</b>   | <b>3,445,652</b>   | <b>3,791,628</b>   | <b>345,975</b>   | <b>4,610,710</b>   | <b>1,165,058</b> | <b>74.73%</b> | <b>3,262,848</b>   |
| <b>NET OPERATING REVENUE/(EXPENDITURES)</b>                | <b>(371,190)</b> | <b>(308,121)</b> | <b>(63,069)</b> | <b>(3,082,444)</b> | <b>(3,261,443)</b> | <b>178,998</b>   | <b>(4,076,350)</b> | <b>(993,906)</b> | <b>75.62%</b> | <b>(3,144,958)</b> |
| <b>NON-OPERATING REVENUE</b>                               |                  |                  |                 |                    |                    |                  |                    |                  |               |                    |
| 41100 + 41 Property Taxes Collected for Operations         | 308,123          | 308,122          | 1               | 3,280,478          | 3,280,478          | 0                | 4,095,391          | 814,913          | 80.10%        | 2,989,940          |
| 42355 + 42 Contributions and Grants                        | 259              | -                | 259             | 4,542              | 2,500              | 2,042            | 2,500              | (2,042)          | 181.69%       | 500                |
| <b>TOTAL NON-OPERATING REVENUE</b>                         | <b>308,382</b>   | <b>308,122</b>   | <b>260</b>      | <b>3,285,020</b>   | <b>3,282,978</b>   | <b>2,042</b>     | <b>4,097,891</b>   | <b>812,871</b>   | <b>80.16%</b> | <b>2,990,440</b>   |
| <b>NON-OPERATING EXPENDITURES</b>                          |                  |                  |                 |                    |                    |                  |                    |                  |               |                    |
| 57100 + 58 Facilities & Equipment Repairs and Replacements | -                | -                | -               | 20,000             | 20,000             | -                | 20,000             | -                | 100.00%       | 20,000             |
| 53190 + 53 Other Expenditures                              | 1                | 1                | 0               | 1,535              | 1,535              | 0                | 1,540              | 5                | 99.65%        | 1,532              |
| <b>TOTAL NON-OPERATING EXPENDITURES</b>                    | <b>1</b>         | <b>1</b>         | <b>0</b>        | <b>21,535</b>      | <b>21,535</b>      | <b>0</b>         | <b>21,540</b>      | <b>5</b>         | <b>99.97%</b> | <b>21,532</b>      |
| <b>NET REVENUE/(EXPENDITURES)</b>                          | <b>(62,809)</b>  | <b>-</b>         | <b>(62,809)</b> | <b>181,041</b>     | <b>-</b>           | <b>181,041</b>   | <b>-</b>           | <b>(181,041)</b> | <b>0.00%</b>  | <b>(176,050)</b>   |
| <b>TOTAL REVENUE</b>                                       | <b>363,010</b>   | <b>451,045</b>   | <b>(88,035)</b> | <b>3,648,228</b>   | <b>3,813,163</b>   | <b>(164,935)</b> | <b>4,632,251</b>   | <b>984,022</b>   | <b>78.76%</b> | <b>3,108,330</b>   |
| <b>TOTAL EXPENDITURES</b>                                  | <b>425,820</b>   | <b>451,045</b>   | <b>25,225</b>   | <b>3,467,187</b>   | <b>3,813,163</b>   | <b>345,975</b>   | <b>4,632,251</b>   | <b>1,165,063</b> | <b>74.85%</b> | <b>3,284,380</b>   |
| <b>NET REVENUE/(EXPENDITURES)</b>                          | <b>(62,809)</b>  | <b>-</b>         | <b>(62,809)</b> | <b>181,041</b>     | <b>-</b>           | <b>181,041</b>   | <b>-</b>           | <b>(181,041)</b> | <b>0.00%</b>  | <b>(176,050)</b>   |

### **Design and Printing**

- Continued design, printing, lamination and distribution of ever-changing COVID-19 signage and messaging needs throughout the facilities and outdoor areas.
- Prepared Fitness schedules for SEP-DEC 2021 and submitted pdf for posting on website.
- Prepared Hockey & Public Skate calendars for JUL, AUG, SEP 2021 and submitted pdfs for posting on website.
- Prepared Figure Skating calendars for JUL, AUG, SEP 2021 and submitted pdfs for posting on website.
- Prepared Elite-X calendars for JUL, AUG, SEP 2021 and submitted pdfs for posting on website.
- Designed and printed flyers, signs, banners, passes for Hops in the Park and submitted electronic files for posting on website and social media.
- Designed and printed flyers and social media files for promotion of Boo-rific Bash & Splash.
- Designed and printed flyers for registration for participation in the Holiday Skating Spectacular.
- Designed and printed brochure for promotion of Children's Programs Winter Camps.
- Revised Youth Registration Forms for Foothills Fieldhouse and Foothills Sports Arena and sent interactive pdfs to the respective locations for use by their youth programs.
- Designed other flyers, banners, bulletin boards and signs for departments as requested in Marketing tickets.
- Re-design and revision of District Rental Guide.

### **Website, Digital Marketing, Social Media, Events and other**

- Regular maintenance of website and events listings with timely updates as needed. Completed requests for website content changes, deletions and updates. Worked on SEO and new image slider & header templates.
- Continued to update messaging regarding COVID-19 guideline changes from both CDPHE AND JCPH.
- Regular status updates, photo posts, event creation, social media engagement, answering patron inquiries, answering private messages, public interactions and regular review of our Facebook, Twitter and Instagram accounts. Important community messages and meetings posted on Nextdoor.com.
- Review and respond to info email account inquiries.
- Created 3 external surveys.
- Supported community outreach efforts for conceptual planning process for the two outdoor pools including survey development, analyzing survey results, communicating to HOA's and stakeholders and posting on Nextdoor.com.
- Raised \$2,350 in sponsorships and \$550 in vendor fees for BOO-rific Bash & Splash.
- Resumed in person meeting with local businesses to familiarize them with Foothills and discuss advertising and sponsorship opportunities.
- Continued hosting in-person meetings of South Jeffco Business Alliance (SJBA). Topics included Business for the Common Good, Financial Planning and an update with all three Jefferson County Commissioners. SJBA is an inclusive business networking group supported by Foothills.
- Began planning Q4 blood donation drive with Children's Hospital Colorado.
- Submitted monthly content to Colorado Parent Magazine and Engage Jeffco e-newsletter.
- Attended virtual community/networking meetings: Jeffco Area Communicators, CPRA Special Events Group and CSEA.
- Heavily promoted hiring in all departments with an emphasis on Children's Programs, Parks and Lifeguards.
- Continued to heavily promote return of Concerts in Clement Park through all social media channels, e-newsletters and media outreach.
- Heavily promoted Hops in the Park through social media channels, e-newsletters, media outreach and web content.
- Help promote external events: Summerset Festival and Farmers Market in Clement Park.
- Promoted new option to purchase Multi-Visit Cards online.
- Visited program sites and events to take updated photos and videos for marketing inventory.
- Attended Parent Resource Night at Ute Meadows Elementary
- Support communication and outreach needs for future capital projects. Wrap up completed projects to the public.

### **E-mail Creation & Communication**

- Junior Golf – 7/21/21
- E-Newsletter – 7/28/21
- Outdoor Pools closing – 8/4/21
- Senior Adults E-Newsletter – 8/10/21
- Hops in the Park – 8/11/21
- E-Newsletter – 8/25/21
- Passes, Hiring, Ridge Pool Reopening – 9/1/21
- Senior Adults E-Newsletter – 9/16/21
- Summerset Festival/Hops in the Park – 9/17/21
- E-Newsletter – 9/29/21

# Inclusive Destination, Inclusive Park

by Sarah McAfee, Foothills Parks & Operations Coordinator PHOTOS: LANDSCAPE STRUCTURES INC. (UNLESS OTHERWISE NOTED)



Above, Left: Completed on August 8, 2019, the 209-acre Clement Park in Littleton, Colorado gave the community a new, all-inclusive accessible park. The playground was renovated under the Jefferson County Open Space grant and the Great Outdoors Colorado equipment grant through the Clement Park Redevelopment Master Plan that was adopted by the Foothills Board of Directors. The playground equipment is from Landscape Structures Inc. while the vendor is Rocky Mountain Recreation Inc.

Above, Right: Inspired by musical notes, this custom sensory overhead ladder gives children of all skill levels the opportunity to play safely. There are large music note sculptures in the background as well.

Welcoming one million visitors annually, Robert F. Clement Park is the most utilized park in Foothills Park & Recreation District in Littleton, Colorado. Known as the “Crown Jewel of the District,” Clement Park is a 209-acre regional park, that is enjoyed by people throughout the area because of the mix of amenities including athletic fields, picnic shelters, open play areas, 1.4 miles of trails, 60-acres of lake fishing, tournaments, events, concerts, and a new splash park. The Clement Park Inclusive Playground opened on August 8, 2019.

The project goal was to provide a renovated and expanded playground and play experience inclusive of all ages and ability levels, while also creating a space that supports daily use by locals, regional visitors, and attendees of varied special events. The theme of the park highlights the art, music, and performance events that occur at the park’s nearby Grant Amphitheater. The overall theme of the park also integrates the playground space into the existing park design. The District created a playground for children of all abilities to play alongside their peers - a place to not only have fun but where children can learn from each other through inclusive design.

Part of the planning phase assessed two playgrounds that were closely located to one another. The team decided to eliminate the oldest playground that possessed significant grade changes and poor visibility, lacked ADA compliance, and was underutilized. The playground located near the amphitheater had grown in popularity over the years due to increased park programming and could no longer support the growing capacity needs in its previous configuration. The renovation of Clement Park expanded the play space by 12,570-square-foot to not only be ADA compliant but also be inclusive and better serve the community. Features were selected that promote a unique user experience every time a child plays. The elements of this park cannot be found at other local playgrounds, drawing users from the larger metro area.

Some of these play features include a custom-built interactive trombone climber, boulders, slides with varying heights and materials, an inclusive group spinner, a wide variety of swings, a separate play structure for two through five-year-old children, hillside play elements, and an adventure tower. Integrated topography and elevated features, including an accessible three-

# playground *Continued from page 16*

Right: With the Rocky Mountains sitting on the horizon, Clement Park, under the guidance of community input, gives everyone a place to play and interact with other children. The interactive hillside features roller slides and multiple climbers  
PHOTO: FOOTHILLS PARK & RECREATION DISTRICT



Below, Left: Shade sails provide relief from the Colorado elements while children make their way through the accessible playground. The surfacing is a combination of engineered wood fiber, poured in place rubber, and a rolling sensory track made of a combination of material and texture using concrete and stone. There are four main play structures made up of an adventure tower, a three-story tall observation tower, custom trombone climber and a 2 to 5 year-old play structure.



level tower and rope bridge are elements not found at many local playgrounds. The new, performing arts-themed design positioned key play features to provide users optimal views of the amphitheater and the Rocky Mountains. Play elements were inspired by a diverse range of musical instruments and multiple sensory/imaginative features, such as a children's performance stage with a backdrop wall that supports non-traditional imaginative play.

This project was community focused, as staff collaborated with the local community on the layout, equipment, and design of the playground. A group of parents studying ways to better advocate for their children with special needs

played a role in the planning process as part of a "Parents in Leadership" project, bringing input from more than 70 parents of special needs children. There were also two community open houses hosted by staff and the playground designers to gather additional input from local families and children.

Foothills Park & Recreation District brought together many organizations to help make this project possible. The District received \$350,000 in grant funding for equipment from Great Outdoors Colorado and a \$4,000,000 grant from Jefferson County Open Space to assist with the playground project and many other improvement projects completed throughout the park in three years. 🌿

Above Right, Top: The We-Go-Round, which is an inclusive spinner, allows easy entry by foot or wheels.

Above Right, Bottom: This area features accessible musical play elements such as drums, xylophone, Grandioso chimes, and other auditory components.