

# RECORD OF PROCEEDINGS

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

October 26, 2021

### 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.

- I. CALL TO ORDER: Director Meyer called the regular meeting to order at 6pm.
- II. PLEDGE OF ALLEGIANCE: Director Meyer led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.
- III. ROLL CALL:

Director Bielkiewicz:	Present
Director Trimble:	Absent
Director James:	Present
Director Butman:	Present
Director Meyer:	Present

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

Potential conflicts of interest were disclosed pursuant to Colorado Revised Statutes 18-8-308(2), 24-18-109(3)(a), 24-18-110, and 32-1-902(3).

### IV. APPROVAL OF AGENDA:

**MOTION:** Director James moved that the Foothills Board of Directors approve the October 26, 2021 agenda as submitted. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

### V. APPROVAL OF SEPTEMBER 28, 2021 MINUTES:

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve the minutes of the September 28, 2021 board meeting as submitted. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director James, aye; Director Butman, abstain; Director Meyer, aye. The motion was approved.

### VI. COMMUNITY COMMENTS:

#### A. Feeding Many Update

Dr. Shirl Smith, Feeding Many, Inc., provided an update on the community garden and orchards in Weaver Creek Park. She discussed going through COVID processes, showed photos and talked about the shelter that was built this year. Dr. Smith updated the Board on where they are currently.

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## B. Children's Programs Presentation

Michael Peppel, Children Youth/Program Specialist, talked about the importance of Children's Programs and an event coming up Thursday. Using Power Point, Mr. Peppel talked about the programs, statistics, and benefits Children's Programs can bring to the District. He discussed challenges specific to Foothills. Mr. Peppel outlined main, important reasons for providing Children's Programs at Foothills. He talked about Lights on After School, and invited the Board to that event at Peiffer Elementary School Thursday, October 28, 4pm – 6pm, and discussed the Colorado Afterschool Partnership. Mr. Peppel read testimonials from parents, and a letter that was received from a child in a teen camp from a few years ago.

## VII. DECISION ITEMS:

### A. Waterstone Church Easement Request

Referring to information in the packet, Colin Insley said an easement to install a sewer connection has been requested from Waterstone Church near Bowles and Alkire. The easement has been reviewed by staff and legal counsel and requested changes were made, Mr. Insley explained. Mr. Insley answered questions from the Board.

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

### B. Owner's Representative Contract

Ronald Hopp recognized the District has a major project coming up which is the golf course clubhouse. Staff have mentioned at past board meetings the desire to hire an Owner's Representative for this project. Staff have interviewed four individuals and have made a selection for recommendation. Referring to the memo provided, Mr. Hopp discussed the reasons staff feel an Owner's Rep is necessary. He recognized that utilizing an Owner's Rep will also help manage the overall budget, cost of the project, and hopefully some of the cost can be recouped through the utilization of somebody with that level of expertise. Mr. Hopp outlined preconstruction services that would be part of that agreement, as well as the construction administration services would be part of the agreement. The representative that staff would like to hire is Todd Goulding, who was in attendance. Mr. Hopp explained staff have been working with legal counsel on the agreement, pointing out a draft included in the packet. Mr. Goulding introduced himself to the Board, talked about the project and indicated the project is set up for success so far.

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

### C. Vineyard Town Square Metropolitan District Consent Resolution

Referring to information in the packet, Mr. Hopp said there is another development happening; the Vineyard Town Square Metropolitan District, Three Hills Subdivision. In the process of developing a metro district, they are requesting to have park and recreation powers. They will have a small pocket park, so park and recreation powers will allow them to have mills associated to take care of that pocket park. They will get a

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small credit for that development, but the rest of the SB-35 funds will come to the District. They will not be excluded from any property taxes with the District because they are part of District boundaries already. Mr. Hopp observed it is very similar to other metro district consent resolution requests the District has had. He pointed out paragraph seven on the consent resolution about park credits; it should not have any negative financial impact and eventually the District will get the remaining amount of SB-35 funds.

In answer to Director Bielkiewicz, Mr. Insley described the single-family residential development. Director James expressed appreciation for paragraph seven of the resolution.

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve Resolution No. 21-008 consenting to the Consent Resolution for the Vineyard Town Square Metropolitan District. Director James seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director James, aye; Director Butman, aye; Director Meyer, aye. The motion was approved.

## VIII. EXECUTIVE DIRECTOR'S REPORT:

Mr. Hopp recognized success of the first Hops in the Park Beer Festival and thanked everyone who was a part of that event. He pointed out that staff were notified recently that the District has been recommended for the Jeffco Trails Partnership Program for the Dutch Creek Trail.

An RFP was issued for Construction Manager as Constructor (CM/GC). Eight submittals were received for that RFP, Mr. Hopp explained, five will be interviewed. He said there will likely be a contract for the Board's consideration at the November 9<sup>th</sup> board meeting, and talked about the contract. Also related to the clubhouse, Mr. Hopp said JNS has agreed to contract with sub-consultants as part of their contract so at the November 9<sup>th</sup> meeting, there may be a contract with JNS to reconsider that would include their carrying the sub-consultants as opposed to the District.

Mr. Hopp explained staff issued an RFP for Construction Manager as Constructor for the pools projects. He mentioned Mr. Goulding will help with that selection process as well.

Adding to the report, Mr. Hopp indicated that he met with the Sixth Avenue West HOA last night and talked about the pool and the Dewey Haberman Park project. Director Meyer also attended that meeting.

Yesterday, staff looked at parks for the 2022 park neighborhood projects at Willow Creek, West Laurel Park, and Columbine West. On Friday, staff will visit Jim Hoida Park, Lakehurst West, and Westbury Park.

The Board had authorized staff to send a letter to state legislators and senators; the Special District Association is recommending that a similar letter is sent to Jefferson County regarding ARP funds, Mr. Hopp discussed. The Board concurred.

## IX. DISCUSSION ITEMS:

### A. Finance Update

Dennis Weiner discussed the financial update through September 30, 2021 as detailed in the report provided. He highlighted year-to-date operating revenues, year-to-date operating expenditures, net operating loss, non-operating revenue and expenditures. As a result, through September 30, 2021, net revenue was better than the plan year-to-date, Mr. Weiner explained.

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## B. 2022 Proposed Budget Presentations

Mr. Hopp provided a Power Point presentation overview of the 2022 proposed budget, outlining a summary of changes, sources of revenues, historical mill levy, and budgets for each department. He reminded that staff do expect ongoing impact due to COVID-19, and don't know yet what the virus conditions are going to be, how it's going to affect revenue streams as well as expenditure streams. COVID-19 has affected the budget since 2020 and 2021; staff have managed the budget and will continue to do that and appreciate the Board's support on that process.

Mr. Hopp summarized the changes between the end-of-year 2021 budget and the preliminary 2022 budget. The \$35 million in capital is included in the budget, Mr. Hopp explained. He outlined the sources of revenues; total operating expenses; capital expenditures and projects; yearly debt; operating revenue and expenditures for each departmental area. Mr. Hopp went over the reconciliation, demonstrating a balanced budget. The \$35 million for capital will be a refined number throughout the budget process, Mr. Hopp explained. He detailed other things that will likely change between now and the final budget.

Director Bielkiewicz questioned the 2022 Proposed Budget Compared to 2021 item - increased wages for merit raises. Mr. Hopp and Mr. Weiner provided detail. Director Bielkiewicz expressed concern that a four percent increase is a two percent loss in salary due to six percent cost of living, and suggested to go up on that. There was discussion. Amber Stowe spoke about staffing challenges in Children's Programs. Director Meyer asked staff to re-evaluate what might make a difference that would work in the budget. Mr. Hopp confirmed staff can work on some different scenarios, look at the impacts, and bring back to the Board.

Tom Woodard introduced and acknowledged Golf staff and talked about actions staff have taken for COVID. Referring to the 2022 Proposed Budget Book, Mr. Woodard went over revenues and expenditures for the Golf department. He provided highlights for Foothills Golf Course, Meadows Golf Club, and the Golf Development and Improvement Fund. Director Meyer questioned when is the last time the cost of golfing has been raised; Mr. Woodard said staff have done some surveying, they were raised this year. Director Meyer recalled one of the things talked about when talking about the new clubhouse was, with COVID and all of the increased usage at the golf courses, whether it would make sense to have some sort of an increase to help offset some of the cost of the new clubhouse; have staff looked at that? Mr. Woodard talked about fees at the golf courses. Mr. Hopp made clear that fees will be raised after the clubhouse is built.

Barb Butler introduced and acknowledged Leisure Services staff, and provided overall highlights for Leisure Services as detailed in the 2022 Proposed Budget Book. She highlighted items for recreation programs including the Fitness Department, Arts Department, Children's Programs, Edge Ice Arena and Penalty Box, Sports and Athletics, Foothills Fieldhouse, and Foothills Sports Arena.

Mr. Hopp acknowledged the contracts for FHA, LHA, and Colorado Girls Select, that has been assigned, are the only programming areas that are governed by Board action; Alec Hines gave a summary of how those contracts are doing. Mr. Hines said the contracts with LHA, 14ers, FHA are scheduled to do \$1.1 million just in those three organizations. That is mostly LHA and the 14ers because the growth in their programs have been significantly higher than both organizations predicted, Mr. Hines elaborated. Ms. Butler added that the assignment from Colorado Select to LHA and changing their name to the 14ers has combined the girl's hockey program with LHA; they are the largest girl's hockey program in the state. Ms. Butler added that the figure skating program has doubled in a year.

Referring to the 2022 Proposed Budget Book, Derek Eberhardt highlighted items in facility operations which encompasses the three recreation and community centers; Lilley Gulch, Peak and Ridge. He provided highlights for Facility Maintenance and Aquatics.

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Mr. Hopp concluded that next month Parks and Administration budgets will be presented, and staff will present some scenarios and thoughts related to the earlier discussion.

X. ADJOURNMENT:

The regular meeting was adjourned at 8:05pm. The next regular board meeting will be held at 6pm on Tuesday, November 9, 2021.

Submitted by: Richelle Riley, Recording Secretary