



Creating Community, Enhancing Health, Inspiring Play since 1959

BOARD OF DIRECTORS MEETING

July 26, 2022 – 6pm

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

Zoom Option:

You are invited to a Zoom webinar.

When: Jul 26, 2022 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 7/26/2022 Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_Bz4psWFeQtm4hCThynsaZw

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 JUNE 28, 2022 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. Part-time Scholarship Award Recipients - Ronald Hopp

VII. DECISION ITEMS

VIII. EXECUTIVE DIRECTOR'S REPORT

IX. DISCUSSION ITEMS

A. Finance Update - Dennis Weiner

B. 2023 Budget Guidelines - Ronald Hopp

C. Parks and Trails Projects Update - Colin Insley

D. Departmental Quarterly Reports

• Administration - Dennis Weiner

• Leisure Services - Barb Butler/Derek Eberhardt

• Golf - Tom Woodard

• Parks, Planning & Construction - Colin Insley

• Marketing & Community Outreach - Ronald Hopp

- X. EXECUTIVE SESSION
 - A. Contract Negotiations Regarding Jefferson County Open Space Property per 24-6-402(4)(e), C.R.S.
- XI. 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.

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FOOTHILLS PARK & RECREATION DISTRICT REGULAR BOARD OF DIRECTORS MEETING

May 24, 2022

Zoom Option

You are invited to a Zoom webinar.

When: May 24, 2022 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 05/24/2022 Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_vZu0NMFTRtiSAP0XRrB3Lg

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

RECOGNITION OF OUTGOING DIRECTORS KYLE BUTMAN AND TIM W. JAMES. WELCOME NEW DIRECTORS ALI LODICE AND GINA M. WRITZ.

Ronald Hopp announced that tonight is a special meeting because we have two outgoing board members, and two incoming board members. Mr. Hopp thanked both Director James and Director Butman for their outstanding service to the District. Director James served from 2013 through 2022. Originally being appointed to fill an unexpired term, and then serving two four-year terms. Director Butman served from 2018 through 2022. Mr. Hopp talked about things that happened with the District while they were board members. During his nine-year tenure, Director James served as Second Vice-Chair, Treasurer, and three years as Chair. Director Butman served as Second-Vice Chair, First Vice-Chair, and Secretary during his four-year tenure. Mr. Hopp recalled when Director James started on the Board, there were a lot of tough decisions that had to be made to help the financial stability of the District. Looking back at board meetings, Mr. Hopp recognized there were a lot of mundane board meetings in comparison to the many things the District has going on now. Many board meetings were devoted to policy revisions, considering challenging decisions regarding district assets, developing creative improvement solutions for how to update aging infrastructures and facilities, how do we strive to develop efficiencies, improve programming, enhance revenue streams, ensure quality work environment culture for employees. As a comparison, Mr. Hopp pointed out the capital budget the District was dealing with in 2013 was \$659,000; in 2014, \$879,000 in capital and that included the Golf Development and Improvement Fund which is about a fourth of that.

Mr. Hopp recognized those years were kind of mundane, but they helped prepare a stable foundation for the future. As time went on, the District became more financially secure with a lot of the decision making that was made. The District was eventually able to acquire and renovate what is now known as the Foothills Fieldhouse. With the help of some grants, the District was able to begin making some capital improvements at Clement Park, starting with major improvements in the irrigation system, building the core area for the softball/baseball fields, rebuilding the splash park. Eventually, the County deeded Clement Park to the District at the end of 2017. The hard work by Director James and the rest of the Board at the time, and many others, to get the mill levy increase election passed in the fall of 2017 is what really began to propel the District to new heights regarding capital projects, Mr. Hopp acknowledged.

Primarily with the funds from the mill levy increase, the capital improvement projects ramped up in 2018, that is also when Director Butman started with the Board of Directors, Mr. Hopp said. Since 2018, the mill levy funds have allowed the District to make improvements to the following facilities and parks – not an inclusive list but these are the types of things that have been completed in 2018 with the help of these two board members – new LED lights at Clement Park, new synthetic turf at Foothills Sports Arena, new wood flooring and air conditioning in the gymnasium at Lilley Gulch, new post tension tennis courts at Lilley Gulch, renovated cardio area and cardio equipment at Lilley Gulch, new pool feature in the leisure pool at Ridge Recreation Center, new outdoor splash pad at Ridge that will be opening next month, replacement of the Columbine Trail, field replacement at Jason Jennings Field, floor replacement at Foothills Fieldhouse, improvements and continued planning efforts at 32 park sites and trail corridors with a plethora of improvements all while connecting with neighborhoods and HOAs that help plan and execute these improvements, continued improvements at Clement Park. Mr. Hopp explained these funds have also allowed the District to enhance services,

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upgrade maintenance equipment, improve buildings and facilities, and ensure that the District's employees continue to thrive.

Mr. Hopp recognized another major accomplishment that occurred while both Directors James and Butman were on the Board was the successful mill levy continuation election in 2020. This successful election led to the ability to secure a sizable Certificate of Participation for \$35 million which is allowing the District to make significant capital improvements over the next several years. These improvements include a new clubhouse at Foothills Golf Course, major renovations to Columbine West and Sixth Avenue West pools, extension of the Dutch Creek Trail, pickleball and tennis court complex at Clement Park, significant facility improvements at all of our indoor facilities, ball diamond at Easton Regional Park.

These projects will continue to provide excellent services to the many patrons and community members for decades to come, Mr. Hopp said. In addition to a myriad of capital projects, the District's financial position has improved significantly during both Director James' and Director Butman's tenures. Through solid, financial management over their time on the Board, the District was successful in significantly reducing outstanding debt balance, growing reserve funds, increasing enough capital funds to address infrastructure and equipment needs. Over the many board meetings that Directors James and Butman participated in, there have been dozens of memorial benches approved, eagle scouts and volunteers recognized, Intergovernmental Agreements, easements, other agreements approved, budgets approved, audits reviewed, grants accepted, policies created and updated. They have each helped shepherd the District through a global pandemic that had a major impact on District revenue streams, program and facility offerings, as well as District staff members.

Mr. Hopp recognized that Director James and Director Butman have been great advocates of programs and services that the District provides to the community. Both have been great advocates for all of our great employees and the District. They were also instrumental with developing the 2030 Master Plan which helped set the direction for the District.

On behalf of all District staff, Mr. Hopp thanked Director Butman for his four years of service to the District, and Director James for his nine years of service to the District, and presented them with a gift and recognition plaque.

Director Butman expressed the experience has been amazing, the past four years were a really neat experience. On day one, he had an orientation of all the facilities and all the parks and was blown away with how much goes on in our own District. The staff and everyone is incredible. Director Butman said he is grateful for the opportunity and experience, and expressed thanks to Mr. Hopp.

Director James thanked the past board members that couldn't be here and were here in 2013 when he came on the Board. They welcomed him as a family member of sorts, he expressed appreciation for everybody who welcomed him to the Board. Director James thanked the Executive Team that directed the District through a pandemic and kept the District afloat during uncertain times. Over his nine years he has been very impressed with their dedication and loyalty to Foothills and have made it easy to be a board member, as they all excel at their jobs and are great leaders and role models for staff. He thanked the team in attendance, and those not present. Director James thanked Richelle Riley for organizing and prepping the meetings and overseeing the District's elections; Paul Rufien for his wisdom and sage advice and teaching about the legal world and the county; Ronald Hopp for leadership, direction, financial standing of the District is so much better than when he came on board. He thanked fellow board members for their support and being respectful. Director James gave a special shout out to Kate Dragoo who introduced him to the world of Foothills over 20 years ago, he would not have served in this role if not for her. He thanked Diane Suchomel for her support of the District and being such a good community person.

To the current and future boards, Director James passed along pearls of wisdom – listen to the public and its constituents, whether it be surveys, phone banking, emails, conversation with friends and neighbors, listen to the community. He expressed being proud we learned as a District from early mill levy failures and recognizing the importance of listening first to our constituents before making decisions. He expressed belief this District was able to be successful in the mill levy and extensions with the listen first approach. The tough decisions will not make everybody happy. The Board has

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made some challenging decisions that might have been upsetting to some of the people in the community, but in retrospect, expressed belief they did what was best for the District at the time. Overall the Board has been good stewards of taxpayer dollars and good leaders. Director James advised to keep the focus on the greater good of the District as a whole rather than personal agendas and desires.

Director James thanked everybody who has made it easy for him to be a board member, expressed thanks for the positive direction this District is headed. He said it has been an honor and privilege to serve and work with the District.

Director James and Director Butman departed the board table and Gina Writz took her seat at the board table.

- I. CALL TO ORDER: Director Meyer called the regular meeting to order at 6:17pm.
- 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: Present
 - Director Lodice: Absent
 - Director Writz: 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 Trimble moved that the Foothills Board of Directors approve the May 24, 2022 agenda as submitted. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

V. APPROVAL OF APRIL 26, 2022 MINUTES:

MOTION: Director Bielkiewicz moved that the Foothills Board of Directors approve the minutes of the April 26, 2022 board meeting as submitted. Director Trimble seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Volunteer Coach Recognition

Mike Hanson, Youth Leagues Coordinator, said he has been with the District for the last 14 years. He talked about the number of youth sports registrations and volunteer coaches, and revenue they brought for the District in that 14 years.

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Six volunteer coaches were recognized: Kristen Driscoll, Tommy Dodge, Joey Louth, Natalie Payant, Chris Baumer, Eric Pilletere. Mr. Hanson acknowledged these six coaches have done a combined 134 teams, 1,608 kids, and 2,600 hours of volunteer service.

On behalf of the Board, Director Meyer thanked them all for their service and for participating in youth sports. It is all owed to bringing new families, the coaches and work of the staff, and he thanked everyone who is involved.

Mr. Hanson and Barb Butler told the Board that Mr. Hanson has submitted his resignation and is going to be Athletic Director for Denver Christian School. She expressed thanks for what Mr. Hanson has done with youth sports, and the Board expressed appreciation.

VII. DECISION ITEMS

A. May 3, 2022 Election Results/Board Election of Officers

Mr. Hopp discussed it was a successful election. For Ward 3, Ali Lodice was the victor; Ward 4, Gina Writz was the victor; Ward 5, Phillip Trimble was the victor. The Kipling Villas Sub-District B election to continue the mill levy that was associated with the bond was successful at 88 percent.

Oaths of Office were issued last Friday when Directors Trimble, Writz, and Lodice all attended an all-day board orientation. Mr. Hopp explained that before the Board now is Election of Officers.

Director Meyer described the board offices: Chair, First Vice Chair, Second Vice Chair, Secretary, Treasurer. Dennis Weiner talked about duties of the Treasurer. There was board discussion.

MOTION: Director Bielkiewicz moved that the Foothills Board of Directors elect the following slate of officers: Director Meyer, Chair; Director Bielkiewicz, First Vice Chair; Director Lodice, Second Vice Chair; Director Trimble, Treasurer; Director Writz, Secretary. Director Trimble seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

B. Board Signature Authorities

Dennis Weiner said the designated signature authorities for the District's bank accounts are that of the Board Chair, Board Treasurer, Executive Director, and Director of Finance and Administrative Services. To reflect the changes that just took place, our resolution for designation of individuals for signature authorities as it relates to the District's financial activities needs to be updated, along with the various applicable signature cards that will come later. Mr. Weiner pointed out the resolution provided in the packet.

MOTION: Director Writz moved that the Foothills Board of Directors approve Resolution No. 22-006 to designate the current Board Chair, Board Treasurer, Executive Director, and Director of Finance and Administrative Services as the official signors as it relates to the financial activities for the District. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

C. Memorial Bench Application

Referring to information in the packet, Colin Insley explained the District has a memorial bench program under direction of the Board. He indicated a gentleman submitted an application from the family of a

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deceased member to replace an old bench on Harriman Lake to bring before the Board, and pointed out a location map.

Director Bielkiewicz questioned the wording on the plaque, there is a quote at the end, what does that quote translate to? Mr. Insley indicated it is a fond term the father used to say in Italian, kind of like “aye aye aye” or “mama mia”. Director Bielkiewicz said google would suggest it is profane and questioned if it should be put in the minutes. Director Meyer said it can be put in the minutes; Director Bielkiewicz indicated it means “holy shit”. Director Meyer was not in support of having it say “holy shit” on the plaque, in any language. There was discussion. Mr. Insley can go back to the family and bring the request back to the Board.

D. Cruz Inclusion Hearing

Referring to information in the packet, Mr. Hopp recalled that back in February, it was reported in the Executive Director’s report that there was an individual who has two adjacent, vacant parcels and one happens to be in the District, one is not. He tried to get it cleared up with Jefferson County, Mr. Hopp discussed, he needs to clean it up because he is trying to combine the parcels so he can build on one or the other. Mr. Hopp let him know he will pay more taxes because he is going to accrue that additional parcel and he was understanding of that. The only way to do that, in consultation with Paul Rufien, Mr. Hopp explained he had to do an inclusion petition for the Board to consider at 11789 Bear Creek Drive in Lakewood, Colorado, which is unincorporated Lakewood. Included in the packet is the petition and resolution for the Board’s consideration.

As part of the process, Mr. Hopp said a public notice was published in the Jeffco Transcript on May 12, 2022. The Chair can open a public hearing, take any public comments, close the public hearing, then take action on the resolution. There was board discussion. Mr. Hopp reiterated this is literally to include it in the District’s boundaries and he will pay taxes to the District.

Paul Rufien acknowledged it is a lot of formality for one parcel. The process is designed for sub-divisions, not parcels. Mr. Hopp recognized the county said he needs to clean it up before doing anything.

- Public Hearing

Director Meyer opened the Public Hearing to take comments for or opposed to inclusion of this property in Foothills District at 6:45pm. There were no public comments electronically or the in-person meeting. Director Meyer closed the Public Hearing at 6:46pm.

MOTION: Director Trimble moved that the Foothills Board of Directors approve Resolution No. 22-007 ordering inclusion of real property, 11789 Bear Creek Drive, Lakewood, Colorado, 80227, into the boundaries of the District as discussed. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

VIII. EXECUTIVE DIRECTOR’S REPORT:

Highlighting the report provided, Mr. Hopp said the District has a 401k Committee that meets quarterly with a financial advisor. There has been in the past, it is not a requirement for the committee, a board member serving on the committee. Mr. Hopp asked if there is a board member interested in serving on the 401k Committee to let staff know. Director Bielkiewicz said he would serve on the committee.

Mr. Hopp gave updates on the pools repair project. Providing background information, he said the intent is to do a repair project to address issues with the pools so they can be open this summer. At the end of the summer, they will be closed again for the major renovation. He explained that at Columbine West the wading pool won’t be

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used this summer, the lap pool will be fixed and operational and the diving pool will be fixed and operational. Staff are waiting on a boiler that was ordered in January for Columbine West Pool, Mr. Hopp discussed, and Derek Eberhardt elaborated. Mr. Hopp indicated staff were anticipating to open the pool by June 4th, it is likely there will be a delay. Mr. Hopp explained the dive pool won't be open at Sixth Avenue West Pool, the lap pool will be open so it will be able to accommodate the swim team, and the wading pool will be open at Sixth Avenue West. Staff anticipate it will be open June 4th as well. As part of the second major project, the gutter system in the diving well will be replaced, that was an unanticipated cost for the second part.

The District's Second Annual Hops in the Park took place. There were over a thousand patrons and twelve vendors. The hope is to continue to grow that every year. It was moved from the east side of the park to the west side of the park by the amphitheater.

The concerts in the park are starting. The newly installed sound system at the amphitheater will be used, it was also used at Hops in the Park.

Mr. Hopp thanked Gina, Phil and Ali for spending the whole day at board orientation, watching it snow most of the day, and getting out and seeing some facilities.

There was fairly significant snow storm damage throughout the District, Mr. Hopp discussed. He talked about staff being in communication with Jefferson County over the weekend, and deliberated on multiple sites for potential slash piles, none of them seemed to work out very well. It was decided to move it to a county facility.

In answer to Director Writz, Mr. Hopp discussed the District works with Miracle League of Metro Denver to provide a program at the Jason Jennings field, which is the District's fully accessible field at Schaefer Athletic Complex. Staff are in ongoing conversations with them about that site. The District has an agreement with them that outlines the responsibilities of their agency versus our agency. It was developed about 20 years ago. It is an outdated agreement and both are in recognition that there probably needs to be some updates to that.

IX. DISCUSSION ITEMS:

A. 2021 Audit Report

Dennis Weiner said between January and May of this year our internal staff prepared the District's 2021 financial statements. Staff worked through the annual audit process with the District's external audit firm, Eide Bailly. The final audited financial statements along with a Letter to Governance from the audit firm was provided to the Board. Paul Kane and Alex Arndt with Eide Bailly were in attendance to discuss results of the audit. Mr. Weiner distributed bound copies of the audit to the Board.

Using Power Point presentation, Paul Kane, audit partner with Eide Bailly, talked through some slides, went over the audit results, and provided financial information.

Mr. Kane said Dennis and his staff were amazing to work with, as always, this year. The auditors came in the end of March, first week of April, and were able to finish the audit by April 27th; it took under a month to get through all of their foot work and quality control processes. He said there are no Management Letter comments to go through, there are no adjustments, everything was totally clean.

Going through the pages of the audit report, Mr. Kane said it is a clean, unmodified opinion, it is the best that can be given. He pointed out this is a brand new format for this report, audit standards changed up this year. It reports that the audit was done, and the next paragraph is their opinion. He reiterated this is the very best the District can get, and discussed the Independent Auditors Report, Management's Discussion and Analysis. He discussed overall financial highlights, growth of net position over the last five years.

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Mr. Arndt talked about the letter that accompanies the financial statements. He explained the firm has assessed their opinion, this letter helps clarify the rationale of how they reached their opinion. Mr. Arndt said it demonstrates that any other audit firm coming in would follow the same guidelines and therefore reach the same opinion, and went through the letter. He talked about changes, going forward, with leases and subscription-based information technology arrangements.

B. Finance Update

Dennis Weiner discussed the financial update for this year through April 30th, as detailed in the report provided in the information packet. Highlighting the report, he spoke about total year-to-date operating revenues, operating expenditures, net operating loss, non-operating revenue and expenditures. Looking at the bottom line, Mr. Weiner concluded that net revenue year-to-date was better than plan.

Director Writz asked how can we use the overall net revenue, is it earmarked? Mr. Weiner explained it is earmarked, on the property tax collections side of things, the District collects 98 percent of property tax assessments by June, so property tax collections are very front loaded, so for the first six months of the year, the District looks profitable from a bottom line perspective. But in the second half of the year, we have lots of debt payments and different things, capital expenditures that are scheduled through the budget that consume that net revenue over the course of the year. He said there are some years where we end up net positive to the budget and then there are discussions on what we'll do with that.

Director Meyer inquired if anybody else on the Board has anything else they want to talk about.

Director Writz asked about the contract that was created between the Board and Mr. Hopp, how, overall, does that work?

Director Meyer explained that every year the Board goes through Mr. Hopp's annual performance review. Every time, the Board has had concerns about retention and losing him to other Districts. This year, there were two openings, South Suburban was prior, and the Board was concerned about it. The discussion, at Board level, was brought up about whether or not they would want to do an employment contract that would have a non-compete component to keep him from going somewhere else. The balance on that would be there would be a penalty if the Board terminates him prematurely, severance pay basically. In answer to Director Writz, Director Meyer explained premature termination is without cause under the agreement, if there is cause, there is no severance pay. Director Writz asked to define cause. Malfeasance; Paul Rufien offered a lot of things are listed in the contract itself. Obvious ones would be misappropriation of funds, mishandling of staff. Director Meyer added there is a catch-all, anything unbecoming of an Executive Director. Mr. Hopp indicated we can provide Director Writz a copy of the contract.

Director Writz questioned the seven months when a new board comes in. Mr. Rufien explained it is a get to know your period and that was somewhat in response to what has been happening with a lot of other entities throughout the state in that when a new Board comes on, let's get to know everybody before any type of employment decision is made. Mr. Rufien said the seven months ties in from now to the year end.

Director Writz asked what if Mr. Hopp does want to leave. Director Meyer said he can quit but if he does, he is subject to a non-compete for 12 months, that he can't go into a comparable position. Director Meyer offered certainly if Mr. Hopp said he is leaving and wants to go take this same position in Maryland, the Board could agree to do that, but not on the contract as written. The contract is not reviewed annually; it terminates in 13 years.

Director Writz asked if Mr. Hopp does decide to terminate and the Board hires someone new, can the Board apply the contract. Director Meyer said his position is that he would not want to have an employment contract,

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necessarily, for the next Executive Director. He has been working with Mr. Hopp for his entire time on the Board, and personally believes he is a big asset to the District. He can answer questions that aren't anticipated, and knows the answer, Director Meyer expressed belief there is a real benefit to that, and doesn't think we necessarily would get that benefit and have the leadership we want in place necessarily with the next Executive Director; the goal would be to have that, but we wouldn't know that we have that. Director Meyer expressed his personal preference would be that this does not set a precedent going forward but if we get a new Executive Director, and after a couple of years we believe that it would be appropriate, he would support it at that time. Director Writz expressed understanding it is terminated if Mr. Hopp leaves.

Mr. Hopp reiterated a copy of the contract can be provided to Director Writz. Director Meyer added that there was discussion about the seven months, there are provisions about what happens at termination, there is a provision about that seven months, they need to be read together. He told Director Writz after looking at the contract, if she has questions, certainly bring them to a board meeting, or she is welcome to talk to Mr. Rufien about it.

Director Writz asked if Mr. Rufien has done these for other districts. Mr. Rufien said he has not done many, but others. He said the language of Mr. Hopp's was derived not only from ones that he has done, but from other park and recreation districts somewhat comparable in size. Director Meyer said the Board raised that question also, are they typical. In one issue they addressed was they are becoming more common with park and recreation districts in the area, that one of the Board's concerns was that Mr. Hopp might be solicited to go there.

Mr. Rufien added that they did learn that South Suburban, Apex, Hyland Hills all have similar type of contracts, Director Trimble said they were able to get a copy of Hyland Hills' contract and use some of that. Mr. Rufien added that is the one we took a great deal of language from, South Suburban did not provide us a copy of theirs. Apex, at the time, may have been a step behind us in developing that language. The template was from another large district.

X. ADJOURNMENT:

The regular meeting was adjourned at 7:34pm. The next regular board meeting will be held at 6pm on Tuesday, June 28, 2022.

Submitted by: Richelle Riley, Recording Secretary



Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: Part-time Employee Scholarship Award Recipients

The Scholarship Committee would like to thank the twelve part-time and seasonal staff who took the time and effort to apply for the scholarship. We applaud those employees who balance work, school, and community involvement. Each applicant submitted essays to share with us their contributions to their community, achievements in school, and future goals.

The Foothills Scholarship was made possible by the Board of Directors, who created the opportunity to financially help part-time staff pursue their goals towards higher education. The Scholarship Committee is pleased to announce the recipients of the \$500 Scholarship offered by Foothills.

The first recipient is **Blake Kinney** who works at The Meadows Golf Course as well as at Clement Park Splash Pad. Blake will be attending Colorado State University in the fall to study Engineering. He received a STEM endorsed diploma from Dakota Ridge High School after successfully completing challenging STEM math and science courses. Blake has always been interested in engineering which gives him the ability to be creative. He recently invented a golf tool that attaches to your putter to hold accessories. Blake's future goals are to become a successful engineer and give back to the community.

The second recipient is **Christian Montoya** who is a Park Ranger in the Parks Department. Christian is in his Sophomore year of school attending Red Rocks Community College/Western Colorado University studying Park Ranger Tech and Outdoor Environmental Education. Christian believes that the outdoors is essential for mental wellness. Christian assisted in the construction of an Archery Range at Rocky Mountain Arsenal. He also was given fishing poles from the Colorado Parks and Wildlife to handout to children at our parks. Christian has given out poles at Harriman and Hine Lake. He hopes in doing so it will inspire play and educate them on proper fishing methods. He would like to continue his work with youth to encourage a connection to the outdoors and enhance health.

The third recipient is **Jaley Benedict**. Jaley works as a Program Leader in Children's Programs. She is in her Senior year at the University of Tampa studying Psychology with a minor in Criminal Justice. Jaley is planning on a career as a Youth Diversion Officer. She is currently an Intern at the Denver District Attorney's Office in Diversion Programs. Jaley is also a Peer Mentor at her University where she helps first year students acclimate to their new environment,

and assists her peers with professional development skills such as resume writing and interviewing.

The fourth recipient is **Katie Wickes**. Katie is a Gymnastics Instructor and a Sophomore at Colorado Mesa University. She is studying Nursing and Healthcare. Katie has a passion for helping others and being involved in her community. She was in her High School's student government where she planned and participated in many events as well as in college providing tours and helping the admissions teams. Katie would like a career where she can help her community and make a difference in people's lives.

The fifth recipient is **Jakob Bauer**. Jakob is a Greenskeeper at the Meadows Golf Club. He is a Junior at University of Colorado, Colorado Springs where he is studying Physical Therapy. Jakob would like to become a Physical Therapist so he can help encourage and support people while they are recovering. He wants to help people feel better and get back to doing what they love. Jakob helped organize blood drives while in high school and plans to continue donating himself knowing how many lives it saves.

We extend our sincerest congratulations to **Blake, Christian, Jaley, Katie and Jakob**. We offer our warmest wishes to all applicants as they continue their studies. We encourage more staff to apply for the next scholarship offered.



Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: July 26, 2022
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>
Tawnee Buhler	Aquatics Administration
Cynthia Cannon	Meadows Driving Range
Emerson Geisler	Ridge Pool
Ayden Klauss	Ridge Pool
Colin Mote	Ridge Pool
Dagan Myers	Ridge Pool
Benjamin Norman	Ridge Pool
Zane Perry	Ridge Pool
Camryn Wagner	Edge Ice Arena
Jack Weichert	Ridge Pool
Lilly Albrecht	Ridge Pool
Emma Costley	Part Time Preschool Lilley Gulch
Hope Gonzales	Weaver Hollow Pool
Tanner Ludwig	Ridge Recreation Center
Isabella Mendoza	Ridge Camp KOTM
James Patterson	Foothills Course Maintenance
Jonathan Tanji	Edge Ice Arena
Jenna Ulery	Cultural Arts
Braden Wright	Ridge Recreation Center

The Management Team, Human Resources and Marketing have continued to meet for in person meetings once per week.

Since February 11th, there continues to be no mask mandate in Jefferson County. As a result, we have no mask requirements or restrictions in our facilities and program areas.

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 for 2022.

In January, The Colorado Department of Human Services, Office of Early Childhood (OEC) announced that a combined \$271 million of federal stimulus funds from the American Rescue Plan would be distributed to Colorado licensed childcare facilities to support programs, families and to retain the state's early childhood education workforce. In March, the Children's Programs Department applied for and were approved for funding in the amount of \$1,225,893. A stipulation of the grant is to pass along financial relief to families. Children's Programs began dispersing funding in the form of childcare credit to families and have received several comments of gratitude including the following:

I logged in expecting to see something like \$25, which would have been much appreciated. But instead I saw a much bigger credit, and want to thank you and the Foothills staff that must have worked hard to apply for the grant, because funds like this really help our family greatly. This is amazing, thank you so very much.

*All best,
~Kim H*

This is very exciting news. Thank you! Would you consider giving Mr Jim and his staff a bonus. They are very deserving of the attention and care they give to our kiddos. If this is something we can propose to the families that participated I might not be the only one? Do you need me to send an email out on behalf of the parents?

*If this is not allowed, then thank you for the Grant. Much appreciated.
Thanks,
~Claudia*

That is amazing! That will pay for a part of hockey that we were going to have to say no to - Foothills didn't have to do that, we are forever grateful.

~Cassie B

Wow! That is incredibly helpful and very generous of Foothills to share the funding with families. You made my day!

-Jenn B

Perfect thank you! This is a very pleasant surprise and much appreciated. Thanks again.

~Bryan M

This is fantastic! Thank you so much to whoever took the time to apply for this grant. It is very much appreciated!

~Katie L

Oh my lord, I think I love you!!

Thank you so much, what an amazing surprise!!

~Cathy

This is great news.... Wow...that was a really big grant.

Thanks.

Sara M

This is amazing!! Thank you for letting us know and applying for the grant!

~ Chelsey M

I just saw that now and I am shocked.

~Megan S

This is wonderful news, Thank you!!

~Katie

Colin Insley and I met with members of the board for the Stanton Farms HOA to discuss some issues and answer questions they had about some of the property that they own and manage.

Colin Insley, Sean Kitners and Gary Ramos met with the Canterbury HOA Board to discuss some volunteer opportunities and HOA events at Chaucer Park.

This year, Edge Ice Arena hosted the 12th Annual Dawg Bowl Adult Hockey Tournament June 22nd-26th. This tournament was started in 2010 after a member of the Edge's adult league tragically passed away from cancer. Its main goal is to raise money as a nonprofit, and give back to members of the local hockey community that get struck with cancer or life altering events. The tournament's first year started with 24 teams and has grown to be the largest tournament in the state and region. This year, this event hosted over 65 teams, with record crowds and sponsorships, and raised over \$300,000 over a five-day period. During this event, the Dawg Nation staff gave back over \$150,000 to seven families in need of financial help to cover medical bills and other life expenses. This year was a first ever - they had six special Olympics teams and blind teams participate, and it was amazing. The Edge staff is honored and humbled to be able to host this event every year and watch this group change lives for the better and continue to inspire.

“Dawg Bowl XII was another huge success with record numbers across the board. Over the years we have been blessed to team with the tremendous staff at the Edge to create unforgettable moments and life changing memories that will last forever.” ~ Marty “Cappy” Richardson, Dawgnation President

The following is an email from Kate Drago regarding Red, White & You:

After a two-year pandemic hiatus - Red, White & You returned in 2022 and it was amazing! It takes A LOT of people to put on an event this size, and once again many volunteers rolled up their sleeves and worked hard to throw an awesome, community party!

A new logistical layout was implemented – and it paid off BIG! We developed an intersecting aisle in the main amphitheater area which helped with traffic flow, and received a ton of positive feedback from attendees! We had a generous and fantastic group of sponsors, lots of vendor booths, a fun kids zone, food booths, beer & wine gardens and entertainment.

Red, White & You is an extremely successful event because of the team effort from everyone involved.

*First, I would like to acknowledge all the Clement Park staff members – their jobs are physically demanding and without them, we could not pull this event off successfully. Their hard work and assistance leading into the event, during the event – and the worst part of cleaning up trash the day after – was outstanding!!! They all did it with smiles on their faces, full willingness to help, and their prompt preparations leading into the event made it incredibly easy to run! **THANK YOU CLEMENT PARK STAFF!***

- Tim Sanchez
- Mike Schulte
- Cody Ahrens
- Scott Dietz
- Bryce Fassel
- Max Zakhem
- Jackson Manely
- Neil McCallum
- Daniel Rothe
- James Donnelly
- Mark Williams
- Rick Stookey
- Steve Vitry
- Luke Johnson

*Next, I would like to say **THANK YOU TO MY TWO PARTNERS** whose year-round efforts focus to produce the critical details, funding and logistics needed to form the event and all its workings!*

- Lora Knowlton with Current Events
- Tory Pearson

***THANK YOU to the Arts Department** for putting together the concert portion of the event, working with both the band members and sound engineers, serving as emcee for the evening and countless other tasks to support both the stage and other needs that arise during the event! Also, a special thank you to Regina Smith for her overall support and sharing her wealth of knowledge and documentation over the years she coordinated the event to assist with event management, questions and event history information.*

- Regina Smith
- Jared Giammanco
- Aurora McDaniel
- Jen Anderson
- Kate Ceurvorst

*Thank you to the many Foothills Employees and Community Members who contributed in a variety of ways. The time you lent with helpful hands, dedication and team spirit is extremely appreciated – we couldn't have done it without each and every one of you! From behind the scenes help, moving heavy supplies, marketing, onsite volunteering and day-after trash cleanup – **THANK YOU VOLUNTEERS!***

- Aide Hillman
- Amber Stowe
- Andee Grooms
- Andy Scinski
- Barb Butler
- Barb Starkey
- Brandon Benedict
- Brooke LeTourneau
- Brooks Walta
- Butch Reich
- Chayton Snider
- Christopher Applegate
- Colin Insley
- David Grant
- Dennis Weiner
- Derek Eberhardt
- Don Foley
- Ella Paul
- Emma Boser
- Eric Moore
- Frannie Masters
- Gary Chedester
- George Hellewell
- Henrietta Petersen
- Hermine Toomer
- Jacqueline Bush
- James Albin

- Janet Gradowski
- Jeff Messerschmidt
- Josephine Corridori
- Julie Bennett
- Kelly Rodriguez
- Kevin Brown
- Larry Stearns
- Linda MacQueen
- Linda Schmale
- Linda Stearns
- Lisa Chedester
- Loalyn Hellewell
- Lou Ann Sullivan
- Lyle Wilson
- Lynae Foley
- Marcia Arnold
- Maria Stelacio
- Mary Clouse
- Mike Wier
- Nancy Cassell
- Preston Malcolm
- Regina Sjostrom
- Reid Clouse
- Richard Chainhalt
- Ronald Hopp
- Sarah McAfee
- Scott Lowe
- Serenity Nagy
- Sue Ronnenkamp
- Thy Le

Lastly, I want to give a special shout out to the following agencies and groups whose support is critical and essential: Jefferson County Sheriff's Office, South Metro Fire District, MVP Security, Western Enterprises, and Ronald Hopp and the Foothills Directors Team!

It has been fun returning as the event coordinator to this event and seeing the hard work and efforts everyone put in to making Red, White & You such a fun, positive event for the entire community. Thank you again to everyone who helped make the event outstanding in 2022!!

On July 13th, the Parks staff held a Touch-A-Truck event with Children's Programs for our camps. The kids got to sit on parked mowers, tractors and trucks. The Park Rangers also brought in some natural items from our open space areas to teach identification of animals and plant life in our area.

Paul Rufien and I virtually attended a Planning Commission meeting where they were considering an amended and expanded service plan for the Red Rocks Ranch development. We requested that they remove park and recreation powers from the service plan and Paul provided testimony during the hearing. The Commission recommended approval of the service plan without removing park and recreation powers. This will now be heard by the Board of County Commissioners at a future meeting.

Annual Facility Closures

Every year, Foothills Park & Recreation District closes our recreation centers to perform maintenance, make improvements and deep clean the facilities. This year, the closures at Ridge Recreation Center and Lilley Gulch Recreation Center will be two weeks long, instead of the usual one week, in order to make major upgrades as part of our Energy Efficiency and Mechanical Systems Upgrades Initiative. There will be NO PUBLIC ACCESS to these facilities for the duration of the closures.

Ridge Recreation Center - Closed August 8 - 21

Improvements include:

- Install seven new HVAC units to replace aging and inefficient equipment
- Replace three boilers

- Install all new interior lighting
- Re-plaster and make repairs to Warm Water Therapy Pool
- Install a new UV pool disinfection system in order to meet future changes to health codes
- Deep clean facility and equipment
- Preventative maintenance on equipment

Lilley Gulch Recreation Center - Closed August 22 – September 5

Improvement include:

- Install seven new HVAC units to replace aging and inefficient equipment
- Replace three boilers
- Install all new interior lighting
- Replace the existing heat recovery air handling system serving the indoor pool area
- Deep clean facility and equipment
- Preventative maintenance on equipment

The new Pickleball Courts and Tennis Courts at Clement Park opened after a walk-thru was performed on July 12th. The pickleball courts have been very busy in the mornings and evenings. I was invited to play pickleball with some advocates of the sport and individuals that we consulted with on several occasions during the design process for the courts.

Please bring your family to celebrate the end of the summer season! I will be smoking meat and there will be plenty of sides and drinks to enjoy! Please RSVP to Mary Clouse at mclouse@fhprd.org by Tuesday August 2nd with the number attending, and advise of any dietary restriction or allergies.



With the many major capital projects either currently being constructed or going through the planning processes, many staff members, including myself, are involved with a myriad of meetings related to these projects.

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



Creating Community, Enhancing Health, Inspiring Play

DATE: July 26, 2022
TO: Foothills Board of Directors
FROM: Dennis Weiner, Director of Finance and Administrative Services
SUBJECT: JUNE 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 June 30, 2022 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.



**EXECUTIVE SUMMARY OF THE DISTRICT
ACTUAL VS BUDGET FOR THE YEAR-TO-DATE PERIOD ENDED 6/30/2022**

Total Year-to Date Operating Revenue:

Total District Year-to-Date Operating Revenues are \$7,557,413 versus budget of \$8,132,626 or \$575,213 lower than planned due to the following:

- Admission Fee Revenues were \$5,319,447, which was \$702,628 unfavorable to plan.
 - Leisure Services admission fees were \$831,859 lower than planned mainly driven by lower admission fees in Children's programs, which were lower than planned by \$896,980 due to lower overall program capacity than planned related to staffing challenges and \$446,500 in fee reduction account credits provided to participating families funded by Colorado Childcare Stabilization Grants received this year.
 - Golf admission fees, including Golf Development and Improvement Fund revenue, were \$2,066,241, which was better than plan by \$281,187 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 during the second quarter.
- Rentals were \$1,657,789, which was higher than plan by \$42,374 resulting from lower than planned shelter and field rentals at Clement Park and in Regional Parks, lower rental revenue at the Edge and in District Athletics, partially offset by higher rental revenue from carts at both District Golf courses.

Total Year-To-Date Operating Expenditures:

Total District Year-to-Date Operating Expenditures are \$11,100,724 versus budget of \$11,850,957 or \$750,233 less than planned due to the following:

- Salaries and Wages expenditures were better than plan by \$345,314 mainly because of the timing of hiring for open full-time positions in Parks, Aquatics and Children's Programs, lower than planned part-time hours in Golf due to weather related facility closures during the first quarter and lower part-time hours in Parks and Children's Programs related to challenges in recruiting for open part-time positions.
- Personnel expenditures were \$124,379 lower than planned resulting from lower than planned health insurance and payroll tax expenditures related to lower staff levels and lower than planned discretionary 401(k) contributions.
- Supplies expenditures were \$198,445 lower than budgeted mainly driven by the timing of expenditures for program, operating and facility repair supplies in Parks and Leisure Services.

- Purchased Services were \$1,539,873, which was better than planned by \$246,981 because of slower than planned expenditures on professional services in Administration, Parks and Leisure Services partially offset by higher expenditures in golf related to plumbing repairs at the Meadows club house.
- Utilities were \$170,801 higher than budget due to higher than budgeted rates for natural gas and electricity and higher water expenditures related to higher than planned water usage in Urban Parks.

Net Operating Revenue/Loss:

Net Operating Loss was \$3,543,312 compared to a planned Net Operating Loss of \$3,718,331, or \$175,019 better than plan, driven by lower salaries and personnel costs and the timing of supply and purchased services expenditures versus when budgeted.

Non-Operating Revenue and Expenditures:

Net Non-Operating Revenue was \$6,505,255, which was \$518,489 favorable to plan primarily due to the following:

- Contributions and Grants were better than budget by \$518,508 mainly resulting from \$505,898 received for Children's Programs under the Childcare Stabilization and Workforce Retention Grants.
- Investment income was \$99,986 higher than budgeted due to higher than planned yields on invested balances.
- Conservation Trust Fund Revenues from lottery sales were \$38,934 better than planned.
- Property Tax Revenue was \$124,176 lower than planned because of slower collection of property taxes by the County than anticipated.
- Other income was unfavorable to the plan by \$63,997 due to a temporary decline in the District's bond and CD portfolio market value associated with rising interest rates and the effect on current market value of the investments.

Net Revenue/Expenditures:

As a result, through June 30, 2022, Net Revenue was \$2,961,944, which was better than plan by \$693,508 primarily driven by higher than planned revenue from Grants and lower than expected Net Operating Loss, partially offset by lower Property Tax revenue.

Foothills Park & Recreation District
Summary of All Units
Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
OPERATING REVENUES										
Admission Fees	\$1,231,019	\$1,832,281	(\$601,261)	\$5,319,447	\$6,022,076	(\$702,628)	\$12,130,828	\$6,811,381	43.85%	\$4,667,000
Rentals	409,731	356,496	53,234	1,657,789	1,615,415	42,374	3,175,445	1,517,656	52.21%	1,614,619
Merchandise Sales	51,044	44,866	6,178	196,775	154,912	41,863	374,428	177,653	52.55%	198,886
Concessions and Other Contracts	70,372	66,566	3,805	330,807	306,599	24,208	602,635	271,828	54.89%	252,389
Other Revenue	12,134	10,799	1,335	52,594	33,624	18,970	70,505	17,911	74.60%	51,486
TOTAL OPERATING REVENUES	1,774,299	2,311,007	(536,709)	7,557,413	8,132,626	(575,213)	16,353,841	8,796,429	46.21%	6,784,381
OPERATING EXPENDITURES										
Salaries and Wages	1,298,425	1,464,446	166,020	5,893,718	6,239,032	345,314	12,665,539	6,771,821	46.53%	5,308,455
Personnel	205,050	229,774	24,723	1,312,131	1,436,510	124,379	2,585,713	1,273,581	50.75%	1,357,102
Supplies	259,267	283,891	24,624	1,239,314	1,437,759	198,445	2,503,186	1,263,872	49.51%	1,178,220
Purchased Services	238,686	325,952	87,267	1,539,873	1,786,854	246,981	3,177,201	1,637,328	48.47%	1,198,683
Utilities	307,031	236,671	(70,360)	967,919	797,119	(170,801)	1,910,393	942,473	50.67%	807,416
Insurance	26,421	25,614	(807)	148,212	153,683	5,471	307,366	159,154	48.22%	135,676
Other Expenditures	476	-	(476)	(443)	-	443	-	443	0.00%	1,814
TOTAL OPERATING EXPENDITURES	2,335,356	2,566,347	230,991	11,100,724	11,850,957	750,233	23,149,397	12,048,673	47.95%	9,987,365
NET OPERATING REVENUE/(EXPENDITURES)	(561,057)	(255,339)	(305,718)	(3,543,312)	(3,718,331)	175,019	(6,795,556)	(3,252,244)	52.14%	(3,202,984)
NON-OPERATING REVENUE										
Fund Balance	-	-	-	37,093	37,093	-	41,198,709	41,161,616	0.09%	43,092
Property Taxes Collected to Pay GO Bonds	32,376	32,376	-	108,964	108,964	-	110,764	1,800	98.37%	110,658
Property Taxes Collected for Operations	4,338,646	4,161,349	177,297	13,881,083	14,005,258	(124,176)	14,236,612	355,529	97.50%	12,627,959
Specific Ownership Taxes	68,725	88,014	(19,289)	481,168	481,268	(100)	1,020,665	539,497	47.14%	405,342
Conservation Trust	136,711	128,272	8,438	295,478	256,544	38,934	513,088	217,610	57.59%	309,039
Contributions and Grants	94,079	12,200	81,879	607,124	88,616	518,508	90,966	(516,158)	667.42%	34,267
Investment Income	44,346	3,244	41,102	119,992	20,006	99,986	37,361	(82,631)	321.17%	13,725
QEBC Interest Expense Subsidy	-	-	-	-	5,534	(5,534)	11,068	11,068	0.00%	-
Gain/(Loss) on Investments in Bergen	-	-	-	-	-	-	-	-	0.00%	(7,881)
Gain/(Loss) on Sale of Capital Assets	-	-	-	13,491	-	13,491	-	(13,491)	0.00%	4,173
Proceeds from Insurance	-	-	-	9,171	-	9,171	-	(9,171)	0.00%	-
Other Income	-	-	-	-	-	-	-	-	0.00%	256,339
TOTAL NON-OPERATING REVENUE	4,714,882	4,425,455	289,427	15,553,564	15,003,284	550,280	57,219,235	41,665,670	27.18%	13,796,713
NON-OPERATING EXPENDITURES										
Grant Expenditures	16,581	39,563	22,982	36,524	60,823	24,299	151,654	115,131	24.08%	31,541
Facilities & Equipment Repairs and Replacements	900,720	900,720	-	7,832,260	7,832,260	-	46,083,053	38,250,792	17.00%	2,323,527
Debt Payments	-	-	-	53,300	53,300	-	2,257,300	2,204,000	2.36%	52,500
Interest Expense	-	-	-	847,664	855,571	7,906	1,710,412	862,747	49.56%	287,505
Other Expenditures	77,138	63,556	(13,582)	278,561	214,563	(63,997)	221,261	(57,300)	125.90%	207,219
TOTAL NON-OPERATING EXPENDITURES	994,439	1,003,839	9,400	9,048,309	9,016,518	(31,791)	50,423,679	41,375,370	17.94%	2,902,292
NET REVENUE/(EXPENDITURES)	3,159,386	3,166,277	(6,891)	2,961,944	2,268,436	693,508	-	(2,961,944)	0.00%	7,691,437
TOTAL REVENUE	6,489,181	6,736,463	(247,282)	23,110,977	23,135,910	(24,933)	73,573,076	50,462,099	31.41%	20,581,094
TOTAL EXPENDITURES	3,329,795	3,570,186	240,391	20,149,033	20,867,474	718,441	73,573,076	53,424,043	27.39%	12,889,657
NET REVENUE/(EXPENDITURES)	3,159,386	3,166,277	(6,891)	2,961,944	2,268,436	693,508	-	(2,961,944)	0.00%	7,691,437

Foothills Park & Recreation District
Summary of All Units
Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022 Actual	2022 Budget	Fav/(Unfav) Variance	2022 Actual	2022 Budget	Fav/(Unfav) Variance	Original Budget	Remaining Budget	% Completed	
OPERATING REVENUES										
Admission Fees:										
Total Parks and Clement Park - Admission Fees	-	-	-	1,110	153,067	(151,957)	283,077	281,967	0.39%	15,352
Leisure Services Summary - Admission Fees	452,285	1,241,070	(788,785)	3,252,097	4,083,955	(831,859)	8,111,124	4,859,027	40.09%	2,544,282
Golf Summary - Admission Fees	730,224	556,316	173,908	1,938,801	1,677,124	261,677	3,500,620	1,561,820	55.38%	1,970,182
Other Funds - Admission Fees	48,510	34,895	13,615	127,440	107,930	19,510	236,007	108,567	54.00%	137,184
Total Admission Fees	1,231,019	1,832,281	(601,261)	5,319,447	6,022,076	(702,628)	12,130,828	6,811,381	43.85%	4,667,000
Rentals:										
Total Parks and Clement Park - Rentals	34,118	54,309	(20,191)	91,026	169,038	(78,012)	231,640	140,614	39.30%	111,585
Leisure Services Summary - Rentals	146,372	158,679	(12,307)	993,509	1,046,332	(52,823)	2,019,426	1,025,916	49.20%	984,573
Golf Summary - Rentals	229,241	143,508	85,733	573,254	400,045	173,209	924,379	351,125	62.01%	518,461
Total Rentals	409,731	356,496	53,234	1,657,789	1,615,415	42,374	3,175,445	1,517,656	52.21%	1,614,619
Merchandise Sales:										
Leisure Services Summary - Merchandise Sales	9,255	9,357	(102)	35,705	55,993	(20,288)	104,366	68,661	34.21%	22,549
Golf Summary - Merchandise Sales	41,789	35,509	6,280	161,070	98,919	62,151	270,062	108,992	59.64%	176,337
Total Merchandise Sales	51,044	44,866	6,178	196,775	154,912	41,863	374,428	177,653	52.55%	198,886
Concessions and Other Contracts:										
Administration - Concessions and Other Contracts	-	-	-	10,000	10,000	-	10,000	-	100.00%	10,286
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	62,068	61,566	501	300,280	282,207	18,073	544,311	244,031	55.17%	217,711
Golf Summary - Concessions and Other Contracts	8,304	5,000	3,304	16,135	10,000	6,135	43,932	27,797	36.73%	20,000
Total Concessions and Other Contracts	70,372	66,566	3,805	330,807	306,599	24,208	602,635	271,828	54.89%	252,389
Other Revenue:										
Administration - Other Revenue	22	1,750	(1,728)	8,953	7,000	1,953	8,500	(453)	105.33%	4,298
Total Parks and Clement Park - Other Revenue	203	2,700	(2,497)	4,482	8,700	(4,218)	18,600	14,118	24.09%	29,164
Leisure Services Summary - Other Revenue	11,908	5,239	6,669	36,749	15,194	21,555	37,705	956	97.46%	14,848
Golf Summary - Other Revenue	-	1,110	(1,110)	2,411	2,730	(319)	5,700	3,289	42.29%	3,176
Total Other Revenue	12,134	10,799	1,335	52,594	33,624	18,970	70,505	17,911	74.60%	51,486
TOTAL OPERATING REVENUES:										
Administration - TOTAL OPERATING REVENUES	22	1,750	(1,728)	18,953	17,000	1,953	18,500	(453)	102.45%	14,584
Total Parks and Clement Park - TOTAL OPERATING REVENUES	34,321	57,009	(22,688)	101,010	335,197	(234,187)	537,709	436,699	18.79%	160,494
Leisure Services Summary - TOTAL OPERATING REVENUES	681,887	1,475,910	(794,023)	4,618,340	5,483,682	(865,342)	10,816,932	6,198,592	42.70%	3,783,962
Golf Summary - TOTAL OPERATING REVENUES	1,009,559	741,443	268,116	2,691,670	2,188,817	502,853	4,744,693	2,053,024	56.73%	2,688,156
Other Funds - TOTAL OPERATING REVENUES	48,510	34,895	13,615	127,440	107,930	19,510	236,007	108,567	54.00%	137,184

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Total TOTAL OPERATING REVENUES	1,774,299	2,311,007	(536,709)	7,557,413	8,132,626	(575,213)	16,353,841	8,796,429	46.21%	6,784,381
OPERATING EXPENDITURES										
Salaries and Wages:										
Administration - Salaries and Wages	97,530	97,495	(34)	612,067	587,937	(24,130)	1,184,773	572,706	51.66%	545,256
Total Parks and Clement Park - Salaries and Wages	183,753	218,095	34,341	981,096	1,119,641	138,546	2,295,245	1,314,149	42.74%	985,297
Leisure Services Summary - Salaries and Wages	774,744	894,647	119,903	3,325,858	3,488,540	162,682	7,039,472	3,713,614	47.25%	2,873,249
Golf Summary - Salaries and Wages	242,399	254,208	11,810	974,697	1,042,913	68,216	2,146,049	1,171,352	45.42%	904,654
Total Salaries and Wages	1,298,425	1,464,446	166,020	5,893,718	6,239,032	345,314	12,665,539	6,771,821	46.53%	5,308,455
Personnel:										
Administration - Personnel	15,692	19,126	3,435	146,074	151,259	5,185	256,083	110,009	57.04%	146,237
Total Parks and Clement Park - Personnel	39,624	45,461	5,837	299,309	338,144	38,835	601,333	302,024	49.77%	320,424
Leisure Services Summary - Personnel	114,841	127,266	12,425	655,880	712,949	57,069	1,305,805	649,924	50.23%	656,389
Golf Summary - Personnel	34,893	37,921	3,028	210,867	234,158	23,290	422,492	211,624	49.91%	234,051
Total Personnel	205,050	229,774	24,723	1,312,131	1,436,510	124,379	2,585,713	1,273,581	50.75%	1,357,102
Supplies:										
Administration - Supplies	1,199	2,664	1,465	3,054	13,569	10,515	28,730	25,676	10.63%	19,169
Total Parks and Clement Park - Supplies	53,130	47,466	(5,664)	305,070	391,297	86,227	602,712	297,642	50.62%	306,657
Leisure Services Summary - Supplies	105,483	106,918	1,435	492,007	583,101	91,094	1,041,244	549,237	47.25%	450,104
Golf Summary - Supplies	99,454	126,843	27,389	439,183	449,793	10,610	830,500	391,317	52.88%	402,290
Total Supplies	259,267	283,891	24,624	1,239,314	1,437,759	198,445	2,503,186	1,263,872	49.51%	1,178,220
Purchased Services:										
Administration - Purchased Services	43,084	77,431	34,348	405,930	488,208	82,279	807,401	401,471	50.28%	274,831
Total Parks and Clement Park - Purchased Services	36,075	43,914	7,839	253,328	308,033	54,706	467,172	213,845	54.23%	256,009
Leisure Services Summary - Purchased Services	115,367	160,818	45,450	651,382	801,062	149,679	1,567,665	916,283	41.55%	500,937
Golf Summary - Purchased Services	44,160	43,789	(371)	229,233	189,551	(39,682)	334,963	105,730	68.44%	166,906
Total Purchased Services	238,686	325,952	87,267	1,539,873	1,786,854	246,981	3,177,201	1,637,328	48.47%	1,198,683
Utilities:										
Administration - Utilities	2,970	(4,925)	(7,895)	8,788	(10,176)	(18,964)	(24,925)	(33,713)	(35.26%)	(10,149)
Total Parks and Clement Park - Utilities	125,219	114,918	(10,301)	274,389	230,258	(44,131)	706,930	432,541	38.81%	234,166
Leisure Services Summary - Utilities	112,144	80,329	(31,814)	504,021	417,123	(86,899)	825,196	321,175	61.08%	407,333
Golf Summary - Utilities	66,698	46,348	(20,350)	180,721	159,914	(20,807)	403,191	222,471	44.82%	176,066
Total Utilities	307,031	236,671	(70,360)	967,919	797,119	(170,801)	1,910,393	942,473	50.67%	807,416
Insurance:										
Administration - Insurance	9,263	11,011	1,748	55,579	66,066	10,488	132,133	76,554	42.06%	51,795
Total Parks and Clement Park - Insurance	4,881	5,133	252	28,739	30,798	2,059	61,597	32,858	46.66%	29,648
Leisure Services Summary - Insurance	11,251	8,412	(2,839)	57,736	50,473	(7,263)	100,945	43,210	57.20%	48,188

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Golf Summary - Insurance	1,026	1,058	31	6,159	6,346	187	12,691	6,533	48.52%	6,044
Total Insurance	26,421	25,614	(807)	148,212	153,683	5,471	307,366	159,154	48.22%	135,676
Other Expenditures:										
Leisure Services Summary - Other Expenditures	675	-	(675)	479	-	(479)	-	(479)	0.00%	(652)
Golf Summary - Other Expenditures	(199)	-	199	(922)	-	922	-	922	0.00%	2,467
Total Other Expenditures	476	-	(476)	(443)	-	443	-	443	0.00%	1,814
TOTAL OPERATING EXPENDITURES:										
Administration - TOTAL OPERATING EXPENDITURES	169,737	202,803	33,065	1,231,492	1,296,864	65,372	2,384,195	1,152,703	51.65%	1,027,139
Total Parks and Clement Park - TOTAL OPERATING EXPENDITURES	442,683	474,987	32,304	2,141,930	2,418,172	276,242	4,734,988	2,593,058	45.24%	2,132,201
Leisure Services Summary - TOTAL OPERATING EXPENDITURES	1,234,505	1,378,390	143,885	5,687,364	6,053,247	365,883	11,880,327	6,192,963	47.87%	4,935,549
Golf Summary - TOTAL OPERATING EXPENDITURES	488,431	510,167	21,736	2,039,938	2,082,674	42,736	4,149,887	2,109,949	49.16%	1,892,476
Total TOTAL OPERATING EXPENDITURES	2,335,356	2,566,347	230,991	11,100,724	11,850,957	750,233	23,149,397	12,048,673	47.95%	9,987,365
NET OPERATING REVENUE/(EXPENDITURES):										
Administration - NET OPERATING REVENUE/(EXPENDITURES)	(169,715)	(201,053)	31,338	(1,212,540)	(1,279,864)	67,325	(2,365,695)	(1,153,156)	51.26%	(1,012,555)
Total Parks and Clement Park - NET OPERATING REVENUE/(EXPENDITURES)	(408,362)	(417,978)	9,616	(2,040,920)	(2,082,975)	42,055	(4,197,279)	(2,156,359)	48.62%	(1,971,707)
Leisure Services Summary - NET OPERATING REVENUE/(EXPENDITURES)	(552,618)	97,520	(650,138)	(1,069,024)	(569,565)	(499,459)	(1,063,395)	5,629	100.53%	(1,151,587)
Golf Summary - NET OPERATING REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680
Other Funds - NET OPERATING REVENUE/(EXPENDITURES)	48,510	34,895	13,615	127,440	107,930	19,510	236,007	108,567	54.00%	137,184
Total NET OPERATING REVENUE/(EXPENDITURES)	(561,057)	(255,339)	(305,718)	(3,543,312)	(3,718,331)	175,019	(6,795,556)	(3,252,244)	52.14%	(3,202,984)
NON-OPERATING REVENUE										
Fund Balance:										
Other Funds - Fund Balance	-	-	-	37,093	37,093	-	41,198,709	41,161,616	0.09%	43,092
Total Fund Balance	-	-	-	37,093	37,093	-	41,198,709	41,161,616	0.09%	43,092
Property Taxes Collected to Pay GO Bonds:										
Other Funds - Property Taxes Collected to Pay GO Bonds	32,376	32,376	-	108,964	108,964	-	110,764	1,800	98.37%	110,658
Total Property Taxes Collected to Pay GO Bonds	32,376	32,376	-	108,964	108,964	-	110,764	1,800	98.37%	110,658
Property Taxes Collected for Operations:										
Administration - Property Taxes Collected for Operations	3,821,595	3,644,298	177,297	10,687,803	10,811,978	(124,176)	6,367,117	(4,320,685)	167.86%	10,135,380
Total Parks and Clement Park - Property Taxes Collected for Operations	418,486	418,486	-	2,104,687	2,104,687	-	4,219,020	2,114,332	49.89%	2,048,305
Leisure Services Summary - Property Taxes Collected for Operations	155,907	155,907	-	562,637	562,637	-	1,118,828	566,191	50.29%	472,657
Other Funds - Property Taxes Collected for Operations	(57,343)	(57,343)	-	525,955	525,955	-	2,531,647	2,005,691	20.78%	(28,383)
Total Property Taxes Collected for Operations	4,338,646	4,161,349	177,297	13,881,083	14,005,258	(124,176)	14,236,612	355,529	97.50%	12,627,959

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Specific Ownership Taxes:										
Other Funds - Specific Ownership Taxes	68,725	88,014	(19,289)	481,168	481,268	(100)	1,020,665	539,497	47.14%	405,342
Total Specific Ownership Taxes	68,725	88,014	(19,289)	481,168	481,268	(100)	1,020,665	539,497	47.14%	405,342
Conservation Trust:										
Other Funds - Conservation Trust	136,711	128,272	8,438	295,478	256,544	38,934	513,088	217,610	57.59%	309,039
Total Conservation Trust	136,711	128,272	8,438	295,478	256,544	38,934	513,088	217,610	57.59%	309,039
Contributions and Grants:										
Total Parks and Clement Park - Contributions and Grants	-	-	-	1,991	-	1,991	-	(1,991)	0.00%	1,783
Leisure Services Summary - Contributions and Grants	94,512	-	94,512	506,196	-	506,196	-	(506,196)	0.00%	1,100
Other Funds - Contributions and Grants	(433)	12,200	(12,633)	98,937	88,616	10,321	90,966	(7,971)	108.76%	31,383
Total Contributions and Grants	94,079	12,200	81,879	607,124	88,616	518,508	90,966	(516,158)	667.42%	34,267
Investment Income:										
Administration - Investment Income	44,346	3,244	41,102	119,992	20,006	99,986	37,361	(82,631)	321.17%	13,725
Total Investment Income	44,346	3,244	41,102	119,992	20,006	99,986	37,361	(82,631)	321.17%	13,725
QEBC Interest Expense Subsidy:										
Other Funds - QEBC Interest Expense Subsidy	-	-	-	-	5,534	(5,534)	11,068	11,068	0.00%	-
Total QEBC Interest Expense Subsidy	-	-	-	-	5,534	(5,534)	11,068	11,068	0.00%	-
Gain/(Loss) on Investments in Bergen:										
Administration - Gain/(Loss) on Investments in Bergen	-	-	-	-	-	-	-	-	0.00%	(7,881)
Total Gain/(Loss) on Investments in Bergen	-	-	-	-	-	-	-	-	0.00%	(7,881)
Gain/(Loss) on Sale of Capital Assets:										
Other Funds - Gain/(Loss) on Sale of Capital Assets	-	-	-	13,491	-	13,491	-	(13,491)	0.00%	4,173
Total Gain/(Loss) on Sale of Capital Assets	-	-	-	13,491	-	13,491	-	(13,491)	0.00%	4,173
Proceeds from Insurance :										
Administration - Proceeds from Insurance	-	-	-	5,000	-	5,000	-	(5,000)	0.00%	-
Leisure Services Summary - Proceeds from Insurance	-	-	-	4,171	-	4,171	-	(4,171)	0.00%	-
Total Proceeds from Insurance	-	-	-	9,171	-	9,171	-	(9,171)	0.00%	-
Other Income:										
Administration - Other Income	-	-	-	-	-	-	-	-	0.00%	80,885
Leisure Services Summary - Other Income	-	-	-	-	-	-	-	-	0.00%	174,225
Other Funds - Other Income	-	-	-	-	-	-	-	-	0.00%	1,229

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Total Other Income	-	-	-	-	-	-	-	-	0.00%	256,339
TOTAL NON-OPERATING REVENUE:										
Administration - TOTAL NON-OPERATING REVENUE	3,865,941	3,647,542	218,399	10,812,795	10,831,984	(19,189)	6,404,479	(4,408,316)	168.83%	10,222,109
Total Parks and Clement Park - TOTAL NON-OPERATING REVENUE	418,486	418,486	-	2,106,678	2,104,687	1,991	4,219,020	2,112,341	49.93%	2,050,088
Leisure Services Summary - TOTAL NON-OPERATING REVENUE	250,419	155,907	94,512	1,073,004	562,637	510,367	1,118,828	45,824	95.90%	647,982
Other Funds - TOTAL NON-OPERATING REVENUE	180,035	203,519	(23,484)	1,561,087	1,503,975	57,112	45,476,908	43,915,821	3.43%	876,534
Total TOTAL NON-OPERATING REVENUE	4,714,882	4,425,455	289,427	15,553,564	15,003,284	550,280	57,219,235	41,665,670	27.18%	13,796,713
NON-OPERATING EXPENDITURES										
Grant Expenditures:										
Other Funds - Grant Expenditures	16,581	39,563	22,982	36,524	60,823	24,299	151,654	115,131	24.08%	31,541
Total Grant Expenditures	16,581	39,563	22,982	36,524	60,823	24,299	151,654	115,131	24.08%	31,541
Facilities & Equipment Repairs and Replacements:										
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	900,720	900,720	-	7,812,260	7,812,260	-	46,063,053	38,250,792	16.96%	2,303,527
Total Facilities & Equipment Repairs and Replacements	900,720	900,720	-	7,832,260	7,832,260	-	46,083,053	38,250,792	17.00%	2,323,527
Debt Payments:										
Other Funds - Debt Payments	-	-	-	53,300	53,300	-	2,257,300	2,204,000	2.36%	52,500
Total Debt Payments	-	-	-	53,300	53,300	-	2,257,300	2,204,000	2.36%	52,500
Interest Expense:										
Other Funds - Interest Expense	-	-	-	847,664	855,571	7,906	1,710,412	862,747	49.56%	287,505
Total Interest Expense	-	-	-	847,664	855,571	7,906	1,710,412	862,747	49.56%	287,505
Other Expenditures:										
Administration - Other Expenditures	11,573	-	(11,573)	66,710	-	(66,710)	-	(66,710)	0.00%	14,139
Total Parks and Clement Park - Other Expenditures	509	509	-	1,712	1,712	-	1,740	28	98.38%	1,520
Other Funds - Other Expenditures	65,057	63,047	(2,009)	210,139	212,851	2,713	219,520	9,382	95.73%	191,559
Total Other Expenditures	77,138	63,556	(13,582)	278,561	214,563	(63,997)	221,261	(57,300)	125.90%	207,219
TOTAL NON-OPERATING EXPENDITURES:										
Administration - TOTAL NON-OPERATING EXPENDITURES	11,573	-	(11,573)	66,710	-	(66,710)	-	(66,710)	0.00%	14,139
Total Parks and Clement Park - TOTAL NON-OPERATING EXPENDITURES	509	509	-	21,712	21,712	-	21,740	28	99.87%	21,520
Other Funds - TOTAL NON-OPERATING EXPENDITURES	982,358	1,003,330	20,973	8,959,887	8,994,805	34,918	50,401,939	41,442,052	17.78%	2,866,632
Total TOTAL NON-OPERATING EXPENDITURES	994,439	1,003,839	9,400	9,048,309	9,016,518	(31,791)	50,423,679	41,375,370	17.94%	2,902,292
NET REVENUE/(EXPENDITURES):										

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Administration - NET REVENUE/(EXPENDITURES)	3,684,654	3,446,490	238,164	9,533,546	9,552,120	(18,575)	4,038,784	(5,494,762)	236.05%	9,195,414
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	9,616	-	9,616	44,046	-	44,046	-	(44,046)	0.00%	56,861
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	(302,198)	253,428	(555,626)	3,981	(6,928)	10,908	55,434	51,453	7.18%	(503,605)
Golf Summary - NET REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680
Other Funds - NET REVENUE/(EXPENDITURES)	(753,812)	(764,916)	11,104	(7,271,360)	(7,382,900)	111,540	(4,689,024)	2,582,336	155.07%	(1,852,914)
Total NET REVENUE/(EXPENDITURES)	3,159,386	3,166,277	(6,891)	2,961,944	2,268,436	693,508	-	(2,961,944)	0.00%	7,691,437
TOTAL REVENUE:										
Administration - TOTAL REVENUE	3,865,964	3,649,292	216,671	10,831,748	10,848,984	(17,237)	6,422,979	(4,408,769)	168.64%	10,236,693
Total Parks and Clement Park - TOTAL REVENUE	452,807	475,495	(22,688)	2,207,688	2,439,884	(232,196)	4,756,729	2,549,041	46.41%	2,210,582
Leisure Services Summary - TOTAL REVENUE	932,306	1,631,818	(699,511)	5,691,344	6,046,319	(354,975)	11,935,761	6,244,416	47.68%	4,431,944
Golf Summary - TOTAL REVENUE	1,009,559	741,443	268,116	2,691,670	2,188,817	502,853	4,744,693	2,053,024	56.73%	2,688,156
Other Funds - TOTAL REVENUE	228,545	238,414	(9,869)	1,688,527	1,611,905	76,622	45,712,915	44,024,388	3.69%	1,013,718
Total TOTAL REVENUE	6,489,181	6,736,463	(247,282)	23,110,977	23,135,910	(24,933)	73,573,076	50,462,099	31.41%	20,581,094
TOTAL EXPENDITURES:										
Administration - TOTAL EXPENDITURES	181,310	202,803	21,493	1,298,202	1,296,864	(1,338)	2,384,195	1,085,993	54.45%	1,041,279
Total Parks and Clement Park - TOTAL EXPENDITURES	443,191	475,495	32,304	2,163,642	2,439,884	276,242	4,756,729	2,593,086	45.49%	2,153,721
Leisure Services Summary - TOTAL EXPENDITURES	1,234,505	1,378,390	143,885	5,687,364	6,053,247	365,883	11,880,327	6,192,963	47.87%	4,935,549
Golf Summary - TOTAL EXPENDITURES	488,431	510,167	21,736	2,039,938	2,082,674	42,736	4,149,887	2,109,949	49.16%	1,892,476
Other Funds - TOTAL EXPENDITURES	982,358	1,003,330	20,973	8,959,887	8,994,805	34,918	50,401,939	41,442,052	17.78%	2,866,632
Total TOTAL EXPENDITURES	3,329,795	3,570,186	240,391	20,149,033	20,867,474	718,441	73,573,076	53,424,043	27.39%	12,889,657
NET REVENUE/(EXPENDITURES):										
Administration - NET REVENUE/(EXPENDITURES)	3,684,654	3,446,490	238,164	9,533,546	9,552,120	(18,575)	4,038,784	(5,494,762)	236.05%	9,195,414
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	9,616	-	9,616	44,046	-	44,046	-	(44,046)	0.00%	56,861
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	(302,198)	253,428	(555,626)	3,981	(6,928)	10,908	55,434	51,453	7.18%	(503,605)
Golf Summary - NET REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680
Other Funds - NET REVENUE/(EXPENDITURES)	(753,812)	(764,916)	11,104	(7,271,360)	(7,382,900)	111,540	(4,689,024)	2,582,336	155.07%	(1,852,914)
Total NET REVENUE/(EXPENDITURES)	3,159,386	3,166,277	(6,891)	2,961,944	2,268,436	693,508	-	(2,961,944)	0.00%	7,691,437

Foothills Park & Recreation District as of June 30, 2022

	Operating Revenue			Operating Expenditures			Net Operating Revenue (Loss)		
	Actual	Budget	Variance Fav/(Unfav)	Actual	Budget	Variance Fav/(Unfav)	Actual	Budget	Variance Fav/(Unfav)
Administration									
Executive Director	10,250	10,000	250	477,699	509,550	31,851	(467,449)	(499,550)	32,101
Marketing	8,400	7,000	1,400	163,971	189,100	25,129	(155,571)	(182,100)	26,529
Finance	241		241	284,586	287,866	3,280	(284,345)	(287,866)	3,521
Human Resources				137,606	129,856	(7,750)	(137,606)	(129,856)	(7,750)
Information Technology	62		62	167,634	180,492	12,858	(167,572)	(180,492)	12,920
Total Administration	<u>18,953</u>	<u>17,000</u>	<u>1,953</u>	<u>1,231,496</u>	<u>1,296,864</u>	<u>65,368</u>	<u>(1,212,543)</u>	<u>(1,279,864)</u>	<u>67,321</u>
Parks									
Parks Administration				208,860	210,291	1,431	(208,860)	(210,291)	1,431
Fleet Maintenance	543		543	255,039	262,993	7,954	(254,496)	(262,993)	8,497
Urban Parks	5,476	81,852	(76,376)	767,827	855,092	87,265	(762,351)	(773,240)	10,889
Regional Parks	18,171	124,292	(106,121)	453,256	519,850	66,594	(435,085)	(395,558)	(39,527)
Kipling Villas				31,145	47,955	16,810	(31,145)	(47,955)	16,810
Clement Park	76,820	129,053	(52,233)	425,803	521,992	96,189	(348,983)	(392,939)	43,956
Total Parks	<u>101,010</u>	<u>335,197</u>	<u>(234,187)</u>	<u>2,141,930</u>	<u>2,418,173</u>	<u>276,243</u>	<u>(2,040,920)</u>	<u>(2,082,976)</u>	<u>42,056</u>
Leisure Service									
LS Administration				228,701	226,611	(2,090)	(228,701)	(226,611)	(2,090)
Baby Sitting							-	-	-
Esports	1,525	10,982	(9,457)	12,043	12,923	880	(10,518)	(1,941)	(8,577)
Lilley Gulch Rec Center	64,027	50,340	13,687	173,299	174,063	764	(109,272)	(123,723)	14,451
Peak Wellness Center	121,858	105,976	15,882	178,230	180,652	2,422	(56,372)	(74,676)	18,304
Ridge Rec Center	195,416	149,970	45,446	317,199	291,212	(25,987)	(121,783)	(141,242)	19,459
Climbing Wall	3,778	6,002	(2,224)	5,803	6,645	842	(2,025)	(643)	(1,382)
Total Facility Operations	<u>386,604</u>	<u>323,270</u>	<u>63,334</u>	<u>686,574</u>	<u>665,495</u>	<u>(21,079)</u>	<u>(299,970)</u>	<u>(342,225)</u>	<u>42,255</u>
Facility Maintenance	1,060		1,060	255,229	338,775	83,546	(254,169)	(338,775)	84,606
Fitness Programs	263,437	241,728	21,709	261,834	232,066	(29,768)	1,603	9,662	(8,059)
Cultural Arts	181,215	156,149	25,066	167,721	151,146	(16,575)	13,494	5,003	8,491
Children's Program Administration	62,685	70,965	(8,280)	757,919	814,256	56,337	(695,234)	(743,291)	48,057
Children's Program Teen Program	170		170				170	-	170
Children's Program Preschool, AD	159,609	273,367	(113,758)	128,023	172,052	44,029	31,586	101,315	(69,729)
Children's Program B&A	102,574	635,466	(532,892)	156,955	185,375	28,420	(54,381)	450,091	(504,472)
Children's Program Camp	430,474	661,489	(231,015)	174,732	352,541	177,809	255,742	308,948	(53,206)
Total Children's Programs	<u>755,512</u>	<u>1,641,287</u>	<u>(885,775)</u>	<u>1,217,629</u>	<u>1,524,224</u>	<u>306,595</u>	<u>(462,117)</u>	<u>117,063</u>	<u>(579,180)</u>
Aquatics Administration		(300)	300	176,476	222,509	46,033	(176,476)	(222,809)	46,333
Deer Creek Pool	40,320	44,566	(4,246)	70,757	69,169	(1,588)	(30,437)	(24,603)	(5,834)
Columbine West Pool	10,750	15,306	(4,556)	22,525	40,684	18,159	(11,775)	(25,378)	13,603
Sixth Avenue West Pool	19,795	15,113	4,682	30,799	39,363	8,564	(11,004)	(24,250)	13,246
Lilley Gulch Pool	32,735	43,396	(10,661)	75,303	85,546	10,243	(42,568)	(42,150)	(418)
Ridge Pool	340,327	275,756	64,571	513,390	476,343	(37,047)	(173,063)	(200,587)	27,524
Weaver Hollow Pool	46,784	53,004	(6,220)	65,401	75,866	10,465	(18,617)	(22,862)	4,245
Total Aquatics	<u>490,711</u>	<u>446,841</u>	<u>43,870</u>	<u>954,651</u>	<u>1,009,480</u>	<u>54,829</u>	<u>(463,940)</u>	<u>(562,639)</u>	<u>98,699</u>
Edge	1,220,248	1,296,465	(76,217)	932,733	900,973	(31,760)	287,515	395,492	(107,977)
District Athletics Adult Sports	152,632	209,899	(57,267)	122,139	129,344	7,205	30,493	80,555	(50,062)
District Athletics Concessions/Mis	19,483	21,241	(1,758)	1,332	1,230	(102)	18,151	20,011	(1,860)
Schaefer Batting Cage	20,057	32,195	(12,138)	12,699	22,910	10,211	7,358	9,285	(1,927)
District Athletics Administration	30,880	38,194	(7,314)	80,726	81,657	931	(49,846)	(43,463)	(6,383)
Clement Park Batting Cage				280		(280)	(280)	-	(280)
Clement Park Concessions	2,108	3,300	(1,192)	1,489	1,380	(109)	619	1,920	(1,301)
Clement Splash Park	11,573	12,575	(1,002)	4,309	5,983	1,674	7,264	6,592	672
Youth & Middle School Sports	310,053	291,653	18,400	169,068	147,427	(21,641)	140,985	144,226	(3,241)
Gymnastics	160,138	179,937	(19,799)	116,176	132,357	16,181	43,962	47,580	(3,618)
Sports Specialty Programming	143,048	115,205	27,843	148,170	146,889	(1,281)	(5,122)	(31,684)	26,562
Total District Athletics	<u>849,972</u>	<u>904,199</u>	<u>(54,227)</u>	<u>656,388</u>	<u>669,177</u>	<u>12,789</u>	<u>193,584</u>	<u>235,022</u>	<u>(41,438)</u>
Foothills Fieldhouse	222,993	212,609	10,384	150,121	144,868	(5,253)	72,872	67,741	5,131
Foothills Sports Arena	246,589	261,134	(14,545)	175,779	190,432	14,653	70,810	70,702	108
Total Indoor Athletics	<u>469,582</u>	<u>473,743</u>	<u>(4,161)</u>	<u>325,900</u>	<u>335,300</u>	<u>9,400</u>	<u>143,682</u>	<u>138,443</u>	<u>5,239</u>
Total Leisure Service	<u>4,618,341</u>	<u>5,483,682</u>	<u>(865,341)</u>	<u>5,687,360</u>	<u>6,053,247</u>	<u>365,887</u>	<u>(1,069,019)</u>	<u>(569,565)</u>	<u>(499,454)</u>
Golf									
Foothills Golf Course	1,588,864	1,264,598	324,266	1,058,009	1,090,119	32,110	530,855	174,479	356,376
Meadows Golf Course	1,102,805	924,219	178,586	981,929	992,554	10,625	120,876	(68,335)	189,211
Total Golf	<u>2,691,669</u>	<u>2,188,817</u>	<u>502,852</u>	<u>2,039,938</u>	<u>2,082,673</u>	<u>42,735</u>	<u>651,731</u>	<u>106,144</u>	<u>545,587</u>
Other Funds (Golf Developer)	127,440	107,930	19,510				127,440	107,930	19,510
Total District	<u>7,557,413</u>	<u>8,132,626</u>	<u>(575,213)</u>	<u>11,100,724</u>	<u>11,850,957</u>	<u>750,233</u>	<u>(3,543,311)</u>	<u>(3,718,331)</u>	<u>175,020</u>



Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: 2023 Budget Guidelines

The annual budget preparation process will begin in early August and culminate with the Board's consideration of a budget at the December 13th meeting. To assist with the budgeting process, staff developed a fifteen-year financial forecast model, which is continually updated to project our financial position over the next fifteen years. To accomplish this, we use our best estimate of changes in our revenues and expenditures over that period based on known and projected parameters considering the impact of the economy, inflation and program changes.

In 2020 and 2021, the District faced significant operating revenue reductions and financial challenges resulting from facility closures and program restrictions mandated due to the Coronavirus pandemic. In 2022, there have not been as many restrictions on our operations and we are optimistic that in 2023 we will experience even fewer restrictions and based on that, we are planning to prepare the budget based on the assumption that 2023 will be a normal, full capacity year.

We are not anticipating significant property tax revenue growth in 2023 since we had significant increases in assessed property values in 2022. Operating revenues have grown in recent years because of new programming, facility additions, and price increases, but the District is bumping up against having available space to continue this growth in revenue. We will be conducting a market analysis to evaluate our fee structure and we anticipate that there may be moderate fee increases in certain areas. Our limited ability to produce significant increases to our revenue stream, compounded by increasing operational costs, will continue to make it challenging to balance our budget in the coming years. We expect to be able to include significant funding in the 2023 budget to address capital projects and increased services as identified during our 2017 mill levy increase campaign, however, we do expect to need to use a large portion of the capital budget to fund larger than anticipated costs for the 2021 COP projects due to supply chain issues and economic pressures on construction projects.

The attached document outlines some guidelines that I will be directing my staff to use as we develop the 2023 budget. I would encourage the Board members to provide feedback to staff regarding this proposed direction.

The following summarizes our 2023 guidelines:

- Golf revenues are typically forecasted using a three-year average, using the three most recent completed years, which are 2019 – 2021. Given the spike in golf revenue related to COVID-19 in 2020 and 2021, we are proposing a more conservative approach and we plan to use a five-year average at the Meadows, and only increase budgeted revenue at Foothills Golf Course by half of the five-year average since we will have the clubhouse construction project ongoing for much of the year.
- Leisure Services admission fees are expected to increase minimally in 2023 as staff is recommending limited increases in fees for the coming year since many fees have been increased in the last several years.
- As part of the budget process, we will be proposing to include pay increases for full-time staff consistent with Employers Council salary increase estimates for the Denver metro area. We also must address an expected State mandated minimum wage increase, which for 2023 will be based on the Consumer Price Index. For 2023, we are proposing to increase the hourly rate for the Districts entry level positions to a level that we anticipate to be higher than the 2023 minimum wage in an effort to remain as competitive as possible in the local labor market.
- We are also proposing the continued funding of the District's discretionary 401k contribution at 5% of the full-time employee's annual salary if they are contributing an average of 4% of their pay to their 401k account and a 2.5% contribution if they are contributing less than 4%.
- Medical insurance cost is projected to increase by 9% and dental insurance premiums are expected to increase by 7%. We are proposing to split the increases 50/50 between the District and the full-time employees who participate in the District insurance benefit.
- The Capital Equipment Repair and Replacement expenditures are currently projected to be \$4.65 million, which represents a slight decrease compared to the 2022 Budget.
- Gas, Electricity and Water are anticipated to increase no more than the general rate of inflation in 2023.
- Most all other expenditure categories include a 2.5% growth factor, which is below the rate of local inflation as measured by the Denver/Aurora/Lakewood Consumer Price index for 2022, but close to the 2021 inflation rate.

The budget guidelines that will be distributed to staff as part of the budget process, as well as the budget schedule, are attached for your information.

2023 BUDGET GUIDELINES

Budgets are a plan to determine the revenue and expenditures anticipated for the many services and programs the District provides. The budget is an important tool to help the District balance its revenue and expenditures. It also provides a process for input by the general public, Board of Directors and staff on the revenue earned and expended by the District.

For the most part the budget should be prepared using a “zero-based” approach which means staff should not simply apply a percentage increase to the 2022 budget or projected 2022 actual revenues and expenditures. Programs and services that will be provided in the coming year should be taken in to consideration when preparing a “zero-based” budget. Considerations should include the level of service we will be able to provide i.e., maintaining current service levels or increasing or decreasing service levels based on anticipated District revenues. Also, consideration should include rates charged for our services based on market analysis and anticipated participation in the coming year for our various program and services.

As you are all aware, over the last few years the District faced significant operating revenue reductions and financial challenges resulting from facility closures and program restrictions mandated due to the Coronavirus pandemic. At this point in time we are cautiously optimistic that in 2023 we will no longer face restrictions. **Based on that, we are planning to prepare the 2023 budget based on the assumption that 2023 will be a normal, full capacity year.**

The District is and will continue to operate in an efficient manner and continue to identify revenue streams. The more efficient our operations are, the more funds can be made available to acquire needed equipment and make repairs and capital improvements to our aging infrastructure.

For the most part, the departments will be responsible for budgeting controllable expenditures and amounts budgeted should be developed using the “zero-based” approach.

The Finance department will update your 2023 budget for several non-controllable expenditures to make the budget process more streamlined and include the following expenditures:

Salaries – full-time head count cannot be increased without prior approval. Positions that are in the process of being replaced will be included in the budget. Full Time wages will be updated to reflect a 3.0% - 5.0% increase in annual salaries. **The estimated increases are preliminary and are subject to the availability of funds and Board approval as part of the budget process. In addition, if we do need to adjust our operating revenue budget due to the Coronavirus pandemic, we will likely also need to reduce operating expenditures in order to balance the budget. If this happens, the annual increase may need to be reduced or eliminated.**

Unemployment – is being budgeted in Human Resources but will be allocated to the departments as incurred in 2023.

Worker's Compensation – is expected to increase in 2023. We are estimating a 10% increase at this time. The budget will be adjusted at a later date once the final number is available. Department budgets are based on the appropriate workers compensation classification rate multiplied by total department payroll.

Health and Dental - is budgeted at current participation. Any positions in the process of being replaced will be budgeted at the highest family rate. We are anticipating an increase of 7% for Dental premiums and we are expecting a 9% increase in Medical premiums, which the District is proposing to the Board, to split the dollar amount 50/50 between the District and staff.

Life Insurance – is budgeted at 3 times salary up to a maximum coverage of \$150,000 at \$0.0018 per dollar of coverage.

Social Security/Medicare – is budgeted at 7.65% of total payroll reduced by medical/dental employee payroll withholdings. For your department back up just use the 7.65%.

For 2023, the new Colorado paid family & medical leave program approved by voters in 2020 (FAMLI) goes into effect. The District has not yet decided whether it will participate in the program. For the first draft of the budget, the District's potential share of FAMLI of .45% of Social Security wages will not be included in the budget and the District will decide about participation later this year.

401(k) Discretionary Contribution – is budgeted at 5.0% of 2022 full-time wages for those who will have contributed on average 4% in 2022. For those who contributed less than 4% or who did not participate in the 401(k) Plan in 2022 the discretionary contribution will only be budgeted at 2.5%. Lastly, those hired after June 30, 2022 or who are no longer employed with the District will not be eligible for a contribution.

Electricity - 2023 budget is based on actual bills for the first 7 months of 2022 plus an additional 2.5% and the last 5 months of 2021 plus an additional 5% for estimated 2022 and 2023 increase in rates.

Gas – 2023 budget is based on actual bills for the first 7 months of 2022 plus an additional 2.5% and the last 5 months of 2021 plus an additional 5% for estimated 2022 and 2023 increase in rates.

Water – 2023 budget is based on actual bills for the first 7 months of 2022 plus an additional 5% and the last 5 months of 2021 plus an additional 10% for estimated 2022 and 2023 increase in rates.

Irrigation – is budgeted based on 2023 assessments.

Insurance – is budgeted at 2.5% higher than the 2022 budget due to anticipated increase in premiums by the SDA Pool.

Debt/Interest Expense –the budget includes actual principal and interest payments for debt, which will be charged to a Debt Fund.

Please contact Dennis Weiner if you have any questions or concerns with budget parameters for the above non-controllable expenditures.

Revenue considerations should include rates charged for our services based on market analysis and anticipated participation in the coming year for our various programs and services.

Part-time and temporary hours should be based on the staffing needs to support the programs and services planned for the coming year. The Colorado minimum wage is adjusted on an annual basis based on the change in the Consumer Price Index (CPI). We anticipate that the CPI could increase by as much as 8.6% and as a result, State minimum wage could increase to \$13.64/HR from \$12.56/HR. In an effort to remain as competitive as possible in the local labor market, the District is proposing to increase the lowest end of the pay structure from \$14.00/HR to \$15.00/HR, which is projected to exceed the 2023 minimum wage by \$1.36/HR. **Please keep in mind that the new projected minimum rates are estimates at this point in time and they may be adjusted, if necessary during the budget process.** Part-time staff below the proposed minimums of each pay grade for their position will be brought up to that minimum. Those at or over the minimum are currently expected to receive a 2% increase. If you need any assistance on pay rates, please contact Frannie Masters. The following table contains the updated projected minimum for each hourly pay grade:

Pay Grade	Projected Minimum
H-1	\$15.00
H-2	\$15.50
H-3	\$15.75
H-4	\$16.50
H-5	\$17.25
H-6	\$19.25
H-7	\$21.00
H-8	\$24.50
H-9	\$26.50

Overtime should be very minimal especially with the capability of spreading the hours over the number of part-time staff that the District employs each year, plus hourly employee's hours are not permitted to exceed a yearly average of 28 hrs per week.

Supplies and purchased services should be based on expected cost. Please work with your vendors to determine if there will be price increases or cuts in 2023 and adjust your budgets as needed. Please do not increase supplies and purchased services expenses unless truly needed. This will help in balancing our budget if costs are not increased when not needed. We would expect to see increases in supplies and purchased services that are in line with the growth of program participation/revenues.

Finance will email Excel budget spreadsheets to each Supervisor/Director. Attached is the 2023 Budget Schedule that needs to be followed to meet required deadlines. Please contact your supervisor, manager or director if you will have difficulty meeting this schedule.

The first worksheet that will be emailed is the input worksheet for your 2023 budget (referred to as the yellow sheets by some). The yellow highlighted rows will be updated by Finance and should not be changed except by the Finance. Again, if you have any concern on any of the budgets created by Finance please contact Dennis Weiner. The blank rows are the controllable expenditures that you should consider creating a budget for. Please insert rows for any revenues or expenses missing in the worksheet.

The second worksheet that will be provided is a very rough projection of 2022 actual revenues and expenditures compared to the 2022 budget. This spreadsheet reflects 2022 actual numbers for January through July 2022 and uses 2022 budgeted numbers for August through December to roughly project the estimated revenues and expenditures for 2022. Because most programs are very seasonal this historical spreadsheet should be a helpful tool for spreading your revenues and expenditures by month in your 2023 budget.

Please do not just spread your budget evenly over the year, but estimate when the goods or service will be purchased and budget that expense in the appropriate month if possible. Reviewing how your 2023 budget changed from the 2022 budget and 2022 projections may help you gauge how accurate your 2023 budget is.

Finance will provide details of the supply and purchased service accounts expenditures purchased or charged to your department between August 2021 and July 2022. This detail may help you in developing your 2023 supplies and purchased services budget.

All budgets are due to Finance by no later than September 5th. If you have them prepared prior to that date, we would very much appreciate receiving them earlier. Your supervisor, manager or director will ask for your budgets prior to September 5th so that they have time to review your budget. Please work with them to determine when your budgets are due to them.

If you need any help or additional information, please do not hesitate to contact Dennis Weiner or any of the Finance staff. You all do an outstanding job preparing and tracking your budgets and your efforts as always are very much appreciated!

2023 PROPOSED BUDGET SCHEDULE

- 7/26 *Executive Director presents 2023 proposed budget parameters to the Board of Directors*
- 7/27 **Budget Guidelines will be emailed to Supervisors**
- 8/19 **2023 Excel budget worksheets will be forwarded to supervisors with instructions**
- 8/25 *Deadline for County Assessor to certify total new assessed valuation to the District*
- 8/24-9/2 **Management team will meet with departments to review budget worksheets and discuss budget concerns**
- 9/5 **2023 Excel budget worksheets are completed with backup information and forwarded to Dennis Weiner no later than September 5th**
- 9/5-9/9 **Dennis uploads Excel budget worksheets to Microsoft Dynamics GP**
- 9/12 **Preliminary budget ready for review**
- 9/12-9/16 **Management team will work to balance the 2023 Proposed Budget**
- 9/22 *Publish Legal Notice of Proposed Budget Hearing*
- 9/27 *Executive Director presents a “2023 Proposed Budget” to the Board of Directors as per Statute. (The budget will be estimated revenue and expenditures by fund in accordance with state statutes).*
- 9/28-10/7 **Dennis will update the budget PowerPoint presentation.**
- 10/10 **Management team will prepare narratives to include in the final budget document. Narratives must be sent back to Dennis no later than October 10th**
- 10/12-10/19 **Dennis and Richelle will copy, collate and create final budget binders**
- 10/25 **Leisure Service and Golf Staff Presentations of the 2023 Proposed Budget to the Board/Public**
- 11/8 **Parks and Administrative Services Staff Presentations of the 2023 Proposed Budget to the Board/Public**
- 12/13 **Public Hearing on the Budget
Adoption of Budget
Appropriation of Funds
Certification of Mill Levy**
- 12/15 **Statutory Deadline for Certification of Mill Levy to Jefferson County**



Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

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

SUBJECT: Parks and Trails Project Update

Colin Insley and Sean Kitners, Parks and Trails Planner, will be presenting a power point update on the District's capital improvement program for the 2021 and 2022 neighborhood parks, Robert A. Easton Regional Park and the Dutch Creek Trail.



DATE: July 26, 2022

MEMO TO: Foothills Board of Directors and Ronald Hopp

FROM: Dennis Weiner, Director of Finance and Administrative Services

SUBJECT: Administration Second Quarter 2022 Update

Administration Financial Performance through June 30, 2022

Total Operating Revenues are \$18,953, which was \$1,953 higher than plan because of higher than anticipated levels of advertisement sales:

Total Operating Expenditures are \$1,231,492 or \$65,372 better than planned driven by lower election, public relations, publicity and IT consulting expenditures, partially offset by slightly higher than planned Salaries and Utilities expenditures during the first half.

Total Net Non-Operating Revenues are \$10,746,085 or \$85,899 unfavorable to plan mainly because of lower property tax collections due to slower collections by Jefferson County and higher Other Expenditures related to temporary market value adjustments to the carrying value of our bank CD and government bond portfolio, partially offset by higher investment income due to higher yields on invested balances.

Net Operating Revenue / Expenditure

As a result, net revenue for Administration through June 30, 2022 was \$9,533,546, which was lower than planned by \$18,575.

HR Department Updates

- Assisted in recruiting/hiring process for over 300 seasonal/part time employees.
- Attended First Western Fiduciary Retirement Summit (virtually).
- Continued process of updating employee handbook, contracted with Employer's Council for legal and HR review of updated document.
- Completed Employer's Council Surveys: Public Employers, Health, Welfare and Retirement plans survey.
- Monitor CDC, CDPHE and JCPH for COVID-19 updates and guidance (i.e. masks not required as of 2/12)
- Help strategize COVID-19 response, updated policy/workplace rules accordingly, develop employee communication accordingly with management
- Continue to follow new legislation, monitor impact for the District and implement as necessary.

- Reviewed Part-time Scholarship applications (along with Scholarship committee) winners to be announced at the July Board meeting.
- Led monthly Safety Committee Meetings.

District Turnover

2 nd Quarter District Turnover							
Status	#of Employees	Total Terminations	Voluntary Term	Involuntary Terms	Exempt	Non Exempt	Turnover Rate**
Full Time	111	6	6	0	3	3	5.41%
Part Time	655	37	37	0	0	37	5.65%
Totals	766	43	43	0	3	40	5.61%

Employment

		FT	Part Time	Seasonal	Total	Subs	Total Employees
2022	June	111	655	187	953	8	961
2021	June	110	563	206	879	10	889

*Getting closer to pre-pandemic employment numbers:

June 2019- 1,071 total employees

June 2020- 803 total employees

IT Department Updates

- Participated in the move to a temporary clubhouse at Foothills Golf Course, moving all network devices, POS workstations and back office computers to the temporary clubhouse with no interruption to business at the golf course.
- Installed Cradlepoint device using T-Mobile's wireless network to provide internet service to the temporary clubhouse.
- Completed the upgrade of all credit card processing devices in our recreation facilities to Stripe devices capable of EMV (chip) card processing and smart payment options.
- Added cost effective cloud backup storage for disaster recovery.
- Migrated fitness software BDSI database to a new database.
- Upgraded VMware vCenter server management software to new version.
- Deployed distributed file system.
- Migrated Lansweeper, File server and DHCP servers from 2012 Windows Server to 2019 Windows Server.
- Developed ransomware disaster recovery plan.
- Added wireless access point in the Meadows Golf Maintenance shop.
- Completed the rollout of FH Wifi for staff with laptops allowing network access through Wifi for Foothills owned laptops in all of our facilities.
- Replaced failed hard drive in the Peak video server.
- Replaced all individual server certificates with a single wildcard certificate.

Foothills Park & Recreation District
Administration
Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
OPERATING REVENUES										
Concessions and Other Contracts	-	-	-	\$10,000	\$10,000	-	\$10,000	-	100.00%	\$10,286
Other Revenue	22	1,750	(1,728)	8,953	7,000	1,953	8,500	(453)	105.33%	4,298
TOTAL OPERATING REVENUES	22	1,750	(1,728)	18,953	17,000	1,953	18,500	(453)	102.45%	14,584
OPERATING EXPENDITURES										
Salaries and Wages	97,530	97,495	(34)	612,067	587,937	(24,130)	1,184,773	572,706	51.66%	545,256
Personnel	15,692	19,126	3,435	146,074	151,259	5,185	256,083	110,009	57.04%	146,237
Supplies	1,199	2,664	1,465	3,054	13,569	10,515	28,730	25,676	10.63%	19,169
Purchased Services	43,084	77,431	34,348	405,930	488,208	82,279	807,401	401,471	50.28%	274,831
Utilities	2,970	(4,925)	(7,895)	8,788	(10,176)	(18,964)	(24,925)	(33,713)	(35.26%)	(10,149)
Insurance	9,263	11,011	1,748	55,579	66,066	10,488	132,133	76,554	42.06%	51,795
TOTAL OPERATING EXPENDITURES	169,737	202,803	33,065	1,231,492	1,296,864	65,372	2,384,195	1,152,703	51.65%	1,027,139
NET OPERATING REVENUE/(EXPENDITURES)	(169,715)	(201,053)	31,338	(1,212,540)	(1,279,864)	67,325	(2,365,695)	(1,153,156)	51.26%	(1,012,555)
NON-OPERATING REVENUE										
Property Taxes Collected for Operations	3,821,595	3,644,298	177,297	10,687,803	10,811,978	(124,176)	6,367,117	(4,320,685)	167.86%	10,135,380
Investment Income	44,346	3,244	41,102	119,992	20,006	99,986	37,361	(82,631)	321.17%	13,725
Gain/(Loss) on Investments in Bergen	-	-	-	-	-	-	-	-	0.00%	(7,881)
Proceeds from Insurance	-	-	-	5,000	-	5,000	-	(5,000)	0.00%	-
Other Income	-	-	-	-	-	-	-	-	0.00%	80,885
TOTAL NON-OPERATING REVENUE	3,865,941	3,647,542	218,399	10,812,795	10,831,984	(19,189)	6,404,479	(4,408,316)	168.83%	10,222,109
NON-OPERATING EXPENDITURES										
Other Expenditures	11,573	-	(11,573)	66,710	-	(66,710)	-	(66,710)	0.00%	14,139
TOTAL NON-OPERATING EXPENDITURES	11,573	-	(11,573)	66,710	-	(66,710)	-	(66,710)	0.00%	14,139
NET REVENUE/(EXPENDITURES)	3,684,654	3,446,490	238,164	9,533,546	9,552,120	(18,575)	4,038,784	(5,494,762)	236.05%	9,195,414
TOTAL REVENUE	3,865,964	3,649,292	216,671	10,831,748	10,848,984	(17,237)	6,422,979	(4,408,769)	168.64%	10,236,693
TOTAL EXPENDITURES	181,310	202,803	21,493	1,298,202	1,296,864	(1,338)	2,384,195	1,085,993	54.45%	1,041,279
NET REVENUE/(EXPENDITURES)	3,684,654	3,446,490	238,164	9,533,546	9,552,120	(18,575)	4,038,784	(5,494,762)	236.05%	9,195,414



Creating Community, Enhancing Health, Inspiring Play

DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

FROM: Derek Eberhardt, Director of Recreation Facilities Operations
Barb Butler, Director of Recreation Programs

SUBJECT: Leisure Services Quarterly Report – April – June 2022

Leisure Services Financial/Budget

Revenue: Leisure Services revenues through the 2nd quarter of 2022 are \$4,618,340 which is \$865,342 lower than the YTD projected revenue of \$5,483,662.

Admission fees are \$3,252,097 which is \$831,859 lower than planned.

Rentals are \$993,509 which is \$52,823 lower than planned.

Concessions and other contracts is \$18,073 better than planned.

Other Revenue is better than plan by \$21,555.

Expenses: Leisure Services expenses through the 2nd quarter of 2022 are \$5,687,364 which is \$365,883 lower than YTD projected expense of \$6,053,247.

Salaries and Wages are tracking \$162,662 better than planned with savings from some unfilled positions.

Supplies are \$91,094 lower than planned due to timing.

Purchased Services are better than plan by \$149,679 with less school building usage fees and contracted services.

Bottom line: Leisure Services is \$10,908 better than planned.

Facility Operations:

Aquatics Highlights

Through the 2nd quarter of 2022, the Aquatics Department net is \$98,745 better than planned primarily due to favorable pool admission and rental revenue by \$43,881, and expenses are favorable by \$54,826.

- During the 2nd quarter we completed six Lifeguarding classes; and certified 46 new lifeguards. We have been successful with recruitment of summer staff, and are fully staffed for the summer.
- Hired a new full time Aquatics Specialist with several years of experience to focus on Lifeguard training, retention, and moral of the employees.

- Between the last weekend in March and the last weekend in April, the Foothills Masters Swim Team won the state swimming championship and went on to participate in and help Colorado win 1st Place in US Masters Swimming Nationals Meet.
- In May, Ridge Recreation Center hosted an American Red Cross Instructor Academy in which two staff members became American Red Cross Instructor-Trainer certified; one WSI-T and the other LGI-T.
- In June we trained seven Water Safety Instructors that are continuing to build and improve our swim lessons program.
- Concessions at outdoor pools continued to be sold in-house and has been extremely successful and on track to outperform 2021 concession sales.
- We continue to conduct random Guard Audits at each of the pools. Management staff does a brief evaluation of a lifeguard's scanning, rotation, posture, rule enforcement, uniform adherence, and customer service. Once the lifeguard is "down", the manager reviews the audit with them, providing both positive and corrective feedback.
- The Fast Fins (CARA) Summer Swim Team continues to be a successful program. The summer program doubled in participants compared to 2021 from 44 to 88 swimmers bringing in 132% more revenue than the previous year.
- In May we completed our aquatics management preparations which included: 12 hours of Management Training for our 16 managers; and 12 hours of All Staff Orientation for each pool.
- Completed all of the inputting for our summer and fall lessons in Community Pass.

Facility Operations Highlights

Through the 2nd quarter of 2022, Recreation Facilities and Climbing Wall combined net is \$43,635 better than planned as we continue to navigate back to normal, seeing increased usage in all areas resulting in high then planned admissions and rentals. Building hours continue to operate with earlier closures but have extended weekend hours with earlier open times. April was our annual multi visit card sale which is always a popular sale for our patrons and helps increase our revenues.

Lilley Gulch Recreation Center

- Lilley Gulch net is \$14,450 better than planned admission fees and rentals.
- Dart Battle parties continue to be a great addition to Lilly Gulch party options, hosting an additional 8 parties in the 2nd quarter. Along with multiple gym rentals as well.
- Lots of hiring and training done in May to get ready to staff and open outdoor pools. New responsibilities of adding on slide dispatch this year adding to additional hiring needs.

Peak Community & Wellness Center

- Peak net is \$18,304 better than planned due to increased revenue in multi visit card sales, rentals and online pass sales.
- Cardio/weight room equipment ordered in February is still on back order and waiting to be received. All new cardio equipment has been ordered to replace all existing at Peak. Due to shipping and stock issues, we are hoping for an October delivery.
- Esports opened the Peak in April. It is a very slow start, Esports coordinator has been working to get in with the local schools and their programs. Hoping to get some traction when schools start again in the Fall. Have run a few classes with minimal participation. Primarily just drop-ins at this time.
- Created a rental associate position for Peak to revamp wedding/celebration packages. Unfortunately, the position has not panned out, but new packages will be offered soon in hopes to increase wedding bookings. Since COVID we have not returned to the number we are used to seeing.

Ridge Recreation Center

- Ridge net is \$19,458 better than planned as we continue to see more normal attendance than prior 2 years. Admission fees, passes and rentals are all running better than planned.
- Rentals have been booked every weekend, multiple per room, per day.

- Ridge hosted after proms for D'Evelyn, Dakota Ridge and Platte Canyon High Schools. These returned after 2 years off from COVID. The Ridge was completely decorated for these events and looked great! Kids all had a great time, and were excited to be back.
- Climbing wall is running \$1,382 higher than planned. Have stopped belay certifications for patrons, and strictly run rentals and open climbs. These are fairly well attended, but inconsistent. Staffing issues still present obstacles to be able to build a strong program.

Recreation Programs:

Arts Highlights

For the 2nd quarter of 2022 the Arts Department net is better than planned by \$8,742. We are running a full schedule of summer classes and events.

Special Events

- **Hops in the Park, Craft Brews in Clement Park Festival**
The second annual Hops in the Park Beer Festival was held on May 14, 2022. We moved this event from the fall to May to kick off the beer festival season. This event doubled in size in just a few months with twice as many breweries participating. Food vendors, community business, artist booths, and yard games rounded out this 21+ event. We had a total of 1,053 patrons attend, and moved the event to the amphitheater area of the park. The feedback from the event has been overwhelmingly positive with lots of great suggestions on how to improve and expand. One comment was the long lines during the event. We plan to combat this by having more breweries and food vendors participate. All of the breweries commented that it was the most organized and well run event they had attended and everyone verbally committed to come back next year. This event ran smoothly because the hard work and hustle of the Hops in the Park Team made up of Allison Shields, Tim Sanchez, Jared Giammanco, and Regina Smith. As always, we could not pull off an event of this size and scope without the incredible Clement Park staff.
- **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 local bands to the Grant Family Amphitheater. Funding for the series includes grant funding from SCFD and community business sponsorships
 - In June, we have had three concerts in June with great attendance numbers. We have had a total of 4,800 patrons/spectators and the bands that performed in June are Ryan Chrys & The Rough Cuts, Hot Tomatoes Dance Orchestra, and Moors & McCumber
 - Thank you to our Community Sponsors: Children's Hospital, Blue Sky Plumbing, Gravina's Windows, Mathnasium, Flying Pig, Holman Enterprises, 1st Bank, and Carreon Family Dentistry.
- **Foothills Youth Theatre- McQuadle a Dragon's Tale**
The Youth Theatre program returned this summer with another sold out camp. We kept the show outdoors and all rehearsals and the performance took place at the amphitheater in Clement Park. This performance showcased 25 local youth actors ages 8-14 and they performed to an audience of 125 on Friday, July 17. The show was a huge success due to the hard work, planning and dedication of our staff Jared Giammanco (Arts & Events Assistant), Emy McGuire (Director), Shay Goddard (Stage Manager/Assistant Director), and Kennedy Barth and Aurora McDaniel (Assistant Stage Managers).
- **Summer Pottery Sale**
The sale was held at the amphitheater on Saturday, June 18. In 2021, our spring pottery sale at the Ridge was moved to July and held outdoors in Clement Park due to the COVID precautions. Based on the success of that year's show we decided to hold the sale outdoors again this year. 17 artists participated in this one day, seven-hour sale bringing in \$3,091 in total revenue. All of the artists are instructors or adult students from our pottery program at the Ridge. One of the benefits to holding this sale at Clement Park is expanding our audience of customers and the exposure to the pottery program at Foothills.

Grants:

- **Scientific and Cultural Facilities District (SCFD) Grant:** The Jefferson County Cultural Council had their meeting for SCFD allocation of funds for 2023 on May 18. The recommendation for Foothills- Arts & Events Department is \$49,339.13. This is incredibly exciting for the Arts Department. Last year we were awarded \$31,716 and that was the highest award we had been given to date until this year's award. This award is contingent on the approval of the County Commissioners and we will receive our official check in October 2022. This grant funding is used for general operating support in the Arts Department including, concerts, arts in the park, theatre and other visual and performing arts programming.

Children's Programs Highlights

Children's Programs Administration

For the 2nd quarter of 2022, the Children's Programs Department net is \$73,283 unfavorable. Revenue is \$896,980 unfavorable due lower attendance and changes to program operations due continued low staffing as we attempt to recover from the pandemic. Expenditures are favorable by \$305,594 due to lower than planned staffing, supply purchases, and purchased services. Due to the Child Care Stabilization Grant we have collected \$505,898 in non-operating revenue.

- Summer Camp enrollment opened on April 6th for Year Round families, and April 11th for returning families. Most camps were filled by end of business on April 11th with a demand from the community that was higher than we were able to accommodate due to lower than planned staff returning to work since the pandemic.
- Summer Camp started May 31st. Camps are running with higher daily attendance numbers than in 2021.
- Before and After Care programs were built in SchoolCare Works for upcoming enrollment for 2022-2023 with the anticipation that we will have more families return this year compared to last year.
- Rachel Frank who was hired as a new Site Director of School Age Programs in May of 2021 has resigned her position.

Early Childhood Education

- Part-time Preschool: held parent/teacher conferences in April. The classrooms ended the school year in May in-person graduation ceremonies and enjoyed end of the year family picnics.
- All Day Preschool:
 - In April parent/teacher conferences took place and the program celebrated Week of The Young Child with special activities for both students and parents.
 - Lilley Gulch hosted a Trike-a-thon in April to help raise funds for St. Jude's Children's Hospital.
 - Lilley Gulch hosted a Mother's Day tea in May for Mother's Day.
 - In May we celebrated Teacher Appreciation Week for all early childhood staff members.
 - Lilley Gulch students participated in Field Day in May.
 - Lilley Gulch hosted an in-person graduation ceremony in May.
 - The Ridge All Day Preschool classroom opened with limited hours on June 1st and welcomed 11 students back into the space!

Teen Programming

- Teen Excursions were not offered this summer due to low participation in years past and staffing challenges.
- Teen Camp is supervised by Site Director this year, Jim Cobb. This is Jim's second year as Site Director for Teen Camp. We increased the capacity of Teen Camp this year to 45, compared to last summer of 26. Teen Camp is currently averaging 42 per week. The children have enjoyed many field trips, such as; Fiske Planetarium, Ninja Nation, Nickle-a-Play amongst many others

as well as swimming two days a week. Jim partnered with Sarah McAfee from Parks as she instructed the teens on Disc Golf. Teens have also participated in community service with Sarah to beautify our parks.

Before & After School Programs

- Before & After School Programs culminated on May 25th. Overall programs are still experiencing a 25%-50% decrease in attendance compared to pre-pandemic years. In most locations we are not seeing the full demand for before and after care return, while in others we are unable to staff to meet the demand.
- Parent surveys were collected at the end of the year and some quotes from parents are included in highlights below.
- **Columbine Hills Before & After Care and Peiffer After Care** are the only two of twelve sites who have recovered in terms of meeting or exceeding planned revenue.
- **Hutchinson Before & After Care:** ended the year with the highest it's been since coming back from the pandemic. Both before and after care averaged 16 children with multiple days exceeding 20. One parent commented, *"It's been a great way for my kids to start the day when I have to be at work early. They enjoy going so it makes it easy for me to take them."*
- **Stony Creek Before & After Care:** Site Director, David Miller, became more involved with the school administration participating in the staff pickle ball league before school. David built more relationships with school staff he previously didn't know as well, which, in turn, created more support for the before and after care program. The children loved attending David's program as one parent stated; *"My children always loved being able to go to before care! So much so that the couple month span that they didn't go, they were extremely bummed."*
- **Deviny Before & After Care:** continued to be our largest attended program with an average of 17 students attending morning and 27 in the afternoon. The site was unable to accommodate families on the waitlist due to staffing shortages. There were 15 families that weren't able to enroll for the year. Site Director Ryan Ulak ran a successful program. A couple of quotes stand out: *"My daughter absolutely loves Foothills! The staff are fun and attentive and have many engaging activities for the children. Thank you!"* AND *"I feel that Mr. Ryan and the rest of the staff are very attentive to my child's needs and we feel very safe sending our child here."*

Summer Camp Programs

- All Staff - Summer Camp Training was held on May 26th and 27th. We returned to large group/all camps in attendance Summer Camp Training this year for the first time since 2019 with approximately 75 people in attendance! Camp staff was inundated with a variety of training tools in the areas of Parent Communication, Policies and Procedures and Positive Behavior Management Strategies.
- Summer Camp programs opened May 31st. Camps are built to accommodate a variety of needs for families. Camps vary between 30-45 total children per day. Youth have enjoyed activities such as swimming at Foothills indoor and outdoor pools, field trips to Skate City, a Rockies Game, Colorado Bounce Co., Chucky Cheese, and DEFY.

A few camp highlights:

- **Outdoor Adventures Camp:** has a new Site Director, Ryan Ulak. That camp returned to pre-pandemic capacity of 39 for this summer and is full for almost all weeks. Students have been to the Georgetown Loop, horseback riding and river rafting.
- **Sports Camp:** remained divided into two camps again for 2022. The younger camp, All-Star Sports Camp, increased capacity from 30 to 45 for 2022 and has averaged 44 students/week in June. Summer Sports Camp for middle school age children has run the last 2 summers and averages 19 students per day. Students are enjoying the Fieldhouse and staying busy playing sports all day long!
- **Westridge Kids on the Move:** Site Director, Angelica Palos has continued to thrive in her role. This has been Angelica's first time running her own summer camp here with Foothills. We have received nothing but positive feedback from our parents expressing their gratitude for how great summer has been for their kiddos.

District Athletics Highlights

Through the 2nd quarter of 2022, the Athletics Department revenue is lower than planned by \$54,227. Expenditures for the 2nd quarter of 2022 are \$12,788 better than planned. Bottom line the Athletics Department is \$41,439 lower than planned. Admission Fees are down in adult sports, batting cages and gymnastics. On the expenditure side we are better in supplies to help the shortfall in Admission Fees.

District Athletics

- The adult summer softball leagues have completed half the regular season. This year we have 117 teams playing in our adult summer softball leagues at Clement Park & Schaefer Park. This was the first season that we took adult athletic registration on-line and after working out the kinks things went fairly well for both patrons and staff.
- Adult summer basketball leagues will conclude in early August, we currently will have 12 teams playing this summer at the Ridge Rec Center, the same number of teams that we had this past spring season.
- Adult summer outdoor volleyball leagues are underway and we have 15 teams playing on Monday night in the Co-Rec 6's league and 13 teams playing in the Thursday night Co-Rec 4's and Women's 4's league out at Clement Park.
- The Over 50 senior softball leagues are finishing their season with a tournament in August at the Schaefer Athletic Complex.
- The batting cages are currently operational Sunday thru Saturday at Schaefer Park. We have only had to shut down a couple of times (late in the day) due to weather (rain), but for the most part the cages have been fully staffed and operational since April.

District Athletics Administration

- Opened the Clement Park Splash Park at the end of May. Concessions are up from 2021 by \$1,477 for May & June.
- The Unicorn Festival was able to host their event June 25th & 26th, 2022. It was a success with over 9,000 attendees over the 2-day event at Clement Park. They are wanting to move the event to June 10th & 11th for 2023.
- Shelters reservations for Clement Park and the Clement Park Splash Park are still going strong with them booked 90% of the time on weekends. We also have had more shelters reserved during the week for Clement Park.
- Weather has been great for weekend baseball and softball tournaments in quarter two.
- We had a ten plus year employee (Mike Hanson) leave the District to pursue a career as an Athletic Director at Denver Christian. Mike will be greatly missed.
- Hired a new Coordinator – Youth Sports to replace Mike Hanson. Brandan Glader was the successful candidate. Brandan comes to us from Parker and he previously worked for Foothills as Mike's assistant for three years.

Batting Cages - Schaefer Athletic Complex

- The batting cages are currently operational Sunday thru Saturday at Schaefer Park.
- We have only had to shut down a couple of times (late in the day) due to weather (rain), but for the most part the cages have been fully staffed and operational since April.

Gymnastics/Cheerleading

- Gymnastics class enrollment and numbers are up from last quarter, and only one class had to canceled due to low enrollment.
- The gymnastics team finished their final meet of the season. In the four regular season meets all 40 of girls placed 1-6 and qualified for state competition. At state 23 we're able to place 1-6 out of 14 teams.
- 5-year old and older classes are doing really well under the new curriculum that was implemented at the end of May. We are seeing a lot more improvement in skills/coordination, which is leading to more kids moving up in the program.
- Opened waitlist for the summer session, and it seems to be working well. We were able to get more patrons into classes. We will be doing this for the fall session as well.
- Team numbers are down, however, we are to getting more participants moved up from pre team in the fall which should help bring enrollment back up.

- Staff are in the process of trying to hire replacement staff for those leaving for college in the fall.

Youth, Middle School and Adaptive Programming

- MSSP Track & Field had a great season. We had 147 participants which was our biggest season of Track, and we had a team at all 4 schools.
- MSSP Soccer had teams at 2 of the 4 schools, and had 27 total participants.
- 185 kids participated in our CARA Volleyball, which was our largest Spring season to date.
- Adaptive Baseball had 109 players in the spring season on 10 teams. This was up 11 from 2021.
- Foothills continued our partnership with the Ryan Freeman Tennis Academy for the Tennis program. We had 90 participants in the Spring, which was nearly triple the participation from 2021.
- Fencing (10), Judo (5), Horseback (48), and Karate (26) each had solid turnouts for the 2nd Quarter of classes.
- Specialty Athletics utilizes volunteers to help with programming.

- 2nd Quarter volunteer hours

- Coaches 15 total coaches
- Hours per coach 28 hours
- Total 2nd Q Volunteer Coach Hours 420
- Adaptive Baseball Volunteers 20
- Total 2nd Q Adaptive Volunteers Hours 250
- Total hours for Both 670
- Cost saved (at \$14.75/hour for staff cost) = \$9,882.50

- YTD Volunteer Hours

- People 41
- Total Hours 850
- Cost Savings \$12,492.50

- In the 2nd quarter, youth sports finished up spring flag football, and completed spring soccer, and baseball seasons.

- Between soccer and baseball, we had 1512 kids during the spring season which is only down 90 from 2021 and equates to \$148,055.65 which is down by only \$1,511.85 from 2021.
- Youth Sports utilizes volunteers to help with programming. Baseball and football volunteer coache numbers:

- 2nd qtr. volunteer hours

- Coaches = 164 total coaches
- Hours per coach = 24 hours
- Total 2nd Q Volunteer Hours 3,936
- Cost saved (\$12.84 an hour for a staff cost) = \$50,538.24

- YTD Volunteer Hours

- Coaches = 225 total coaches
- Hours per coach = 24 hours
- Total Volunteer Hours 5,400
- Cost Savings \$69,174

Edge Ice Arena Highlights

Through the 2nd quarter of 2022, the Edge Ice Arena's net is \$107,977 lower than planned. This is due to a planned hockey program not taking place in the month of May as scheduled. which would have led to \$57,000 in revenue. However, with the booked ice scheduled for the remainder of the year this revenue will be made up by the end of the year.

- The Figure skating program is thriving and doing really well and is \$31,892 better than planned. This trend will continue into the 3rd quarter.

- Our Learn to Skate program, is thriving and is currently the largest in the state of Colorado, we are hitting record numbers and revenue is \$32,398 better than planned.
- Quest for the Crown, and Firefighter adult hockey tournaments were a huge success.
- The Dawg Bowl this year was the biggest Adult tournament ever done in Colorado with a grand total of 65 teams, which lasted over 5 days.
- The Penalty Box, has had a record year to date, with revenues over \$217,953 through the 2nd quarter.
- Adult league has struggled this summer, we had a change in our Hockey Director position and went to individual player fees, this has resulted in lower number. The individual fee and on-line registration is a better management system for managing the league.
- Both Littleton Hockey Association and CO 14'ers have booked spring and summer camps and programming which has kept our building extremely busy.
- Littleton Hockey Association held their Swim, Golf, and Hockey camp that utilized the Edge, Ridge and Meadows Golf Club. It was such a popular camp last year they did it for 2 weeks this year.
- We continue to be the industry leader in the state of Colorado and will strive to continue this moving forward. We are completely booked for 2021 and into the first quarter of 2022.
- In June, we successfully did our annual ice allocation for the upcoming 2022-2023 season, making all user groups extremely satisfied, and contracts fulfilled. Littleton Hockey Association were allocated 1,782 hours and Colorado 14'ers were allocated 675 hours and both organizations agreed to these hours and both asked for more hours. Foothills Hockey Association was allocated 353 hours and chose to return 140 of those hours. District staff re-allocated those 140 hours to internal programs as well to both Littleton and 14'ers programs.
- Ice Allocation and Usage 2nd quarter:

Littleton Hockey Association

	<u>Allocated Hours</u>	<u>Used Hours</u>
April	95 hours	111 hours
May	70 hours	68 hours
June	75 hours	35 hours

Colorado Girls Select

	<u>Allocated Hours</u>	<u>Used Hours</u>
April	32 hours	39 hours
May	20 hours	7 hours
June	30 hours	20 hours

Foothills Hockey Association allocated hours

	<u>Allocated Hours</u>	<u>Used Hours</u>
April	0 hours	0 hours
May	0 hours	0 hours
June	0 hours	0 hours

Fitness Highlights

For the 2nd quarter of 2022, the Fitness Department net is \$3,889 lower than planned. Revenues this quarter are \$21,708 better than planned.

- Areas that showed increased revenue due to increased participation include: Chronic Condition Programs, Mind Body Programs, Drop-in Fitness, Active Options Memberships, Insurance Based Plans (Renew Active, SilverSneakers & Silver and Fit, personal training and Senior Classes & Programs
- Massage Therapy is lower than planned due to having only one massage therapist available for services, and lower than planes sports Performance training.

Staff Updates

- **New Hires:** Brought on 4 new staff members to keep up with subbing & additional class needs for Summer programming: Yoga Instructors (2), Reformer Instructor (1) & Sport Performance Trainer (1)
- **Training:** Hosted our 2nd quarterly Fitness all staff meeting in June. Training focus was on Creating a Safe Environment for All. We talked about physical safety and handling emergencies (annual refresher training) and also hosted our District Sexual Harassment Prevention training. Those not present were required to review meeting notes and watch the training video on their own. We have reached 100% compliance for this training!

Fitness Events/Activities

- **Everyday Mindfulness Meditation Course** - Hosted a new 4-week meditation course in April. Course was a success, but course offerings in Summer 2022 did not draw participation.
- **Summer Solstice Sunset Yoga** – this event was held at Clement Park in June. Yoga was followed by wine & snacks, all in a beautiful setting! First time event (22 participants). Based on great participation and feedback, we plan to host this annually.



Drop in & Registration Based Fitness Classes

- **Land and Aqua** Splash classes moved to the outdoor pools (Weaver Hollow & Deer Creek) for the summer beginning 5/31
- **Mind/Body** –Pilates Reformer additional evening options & Saturday classes were added in May. Outdoor classes began in June including Tai Chi, Zumba, Bootcamps & Yoga including new offerings - Intro to Yoga Styles & Yoga for Cancer Survivors; plan to continue hosting at the Peak in the fall.
- Offered Yoga classes as an activity for LHA Camp in June.

Personal Training Programs

- Individual & semi-private sessions continue to be consistently meeting budget making up the majority of the training budget.
- Small group training classes continued to maintain numbers.

Sport Performance Training Programs

- Continued to offered Sport Performance 101 registration-based classes this quarter. Classes are at minimum participation levels and hope to continue to grow them this year.
- Hosted Dryland Training Sessions at the Edge Performance Training location as part of the Littleton Hockey Association Camp in June. Had great participation and positive feedback on our offering.

Senior Adult Programs

- Offered a new event, our Mother's Day Breakfast at The Meadows Golf Club on MAY 7. The event was a success, and was well attended for a first time event. Based on positive feedback and participation, we plan to host this again in 2023.
- Lunch and Learns: In June, began charging \$5 per person for monthly these events (previously free). Lunch is still provided primarily by the hosting organization, and the \$5 fee helps with budget as well as improving accountability for those that sign up. Lunch and Learns are hosted the 3rd MON of each month, from 12:30-2pm at the Peak Community & Wellness Center.

- 4/25/22: How Medicare Covers Home based Primary Care-Hosted by Bloom Healthcare
 - 6/27/22: Bad Boys & Bawdy Girls of CO History MON 12:30-2pm-Hosted by Treasurebox Tours, Jet's Pizza donated pizza for lunch.
- Ride & Lunch
 - A Perfect Landing - April
 - The Lake House Kitchen and Tavern - May
 - Teller's Taproom & Kitchen (Lakewood) - June
- Adult Excursions: Hosted 7 excursions this quarter, with full or near to it capacity for all trips that were hosted. Several excursions were so popular that repeat trips were added/planned (Georgetown Railroad Loop w/ lunch in Georgetown, and the Denver Mob Tour with Tom Hackett followed by lunch at Gaetano's & The Chocolate Therapist Wine & Chocolate Tasting. DCPA showing of 'Jersey Boys' was also sold out but no additional tickets were available for a 2nd trip)

Indoor Field/Arena Highlights

For the 2nd quarter of 2022, the indoor athletic facilities net is \$143,682 which is favorable to plan by \$5,238. Revenue is \$469,582 which is lower than plan by \$4,161. This is due to lower than planned league participation in soccer and both buildings having new floors installed closing the buildings for weeks. Expenses are \$325,900 which is better than plan by \$9,399 due to lower referee payments with fewer games.

Fieldhouse Highlights

The 2nd quarter 2022, the Fieldhouse net is \$72,872 which is \$5,131 better than planned for the first time in two years due to all activities and teams coming in larger than expected.

- Admission fees are \$26,449 which is lower than plan by \$5k, and this is offset by rentals at \$1596,408 which is up \$5k, and concessions which are better than plan, by a total of \$12k.
- Rentals are higher than plan due to the increased hours from Rocky Mountain Roller Hockey, NLL, CCBLL college lacrosse, and Men's soccer. The Fieldhouse continues to increase in popularity of Box (indoor) Lacrosse, with the Men's lacrosse league rental running year round. The men's league includes several lacrosse coaches from all over the state and some of the Colorado Mammoth staff members.
- The Fieldhouse has been the practice field for the Colorado Mammoth for several years and we are now hosting all of the teams that the Mammoth play at home. This has been an increase of over 30 hours for 2022 equating to an additional \$4k in rink rental. The fact that the Mammoth extended their season 45 days due to their playoff run winning the finals boosted rentals by 20 hours.
- The youth Introduction to Lacrosse and Little Rookies' classes have been full each session. The Fieldhouse has added a Little Rookies class during the week and hired another coach to start multiple Saturday classes.
- The Fieldhouse is below budget by \$5K in expenditures so far for 2022. This was mainly due to increased utilities cost, wages for increased business, and concession expenses.
- Concessions for 2022 has started off very busy with an increase to plan of \$11k for the 2nd quarter. Tournaments are the biggest days however, the day in and day out rental groups are starting to build our sales.
- The sport court floor was replaced for two weeks in June which halted all revenue on that arena. This equated to over 70 hours of lost revenue. The new floor will increase revenue so the Fieldhouse should be able to make that up before years in.

Foothills Sports Arena Highlights

Through the 2nd quarter of 2022 the year to date the Foothills Sports Arena net is \$70,810 which is better than plan by \$107. Revenue is lower than plan by \$14,545 offset by better than plan expenses of \$14,653. Admission revenue is down \$14k which is offset by expenses tracking \$14k better than plan with lower supplies and purchased services.

- Participation for the spring (April – June) programs held strong for our adult leagues.

- We were close to full in all leagues...Sunday Co-Rec – 9 teams, Monday Men’s Competitive – 5 teams, Tuesday Men’s Recreational – 9 teams, Wednesday Women’s 30 & Over 6v6 – 8 teams, Friday Co-Rec – 5 teams.
- We were closed from May 9th – May 30th for Turf Replacement, which was under warrantee. The project was scheduled for May 9th – May 20th. There was a mechanical breakdown causing the project to run an extra 10 days. We lost two major Dog Agility events, approximately \$6k in revenue. We lost two weeks of leagues, which is pushed our Spring leagues back and caused a delay in starting our Summer leagues.
- McKinstry and McBride Electric removed and replaced 143 light fixtures, upgrading to LED energy efficient lights. They were able to complete the project April 18th – 22nd. They worked during the day 7a-4p and did not impact any rentals or leagues.

Foothills Park & Recreation District
Leisure Services Summary
Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
OPERATING REVENUES										
44112 + 44: Admission Fees	\$452,285	\$1,241,070	(\$788,785)	\$3,252,097	\$4,083,955	(\$831,859)	\$8,111,124	\$4,859,027	40.09%	\$2,544,282
44100:4416 Rentals	146,372	158,679	(12,307)	993,509	1,046,332	(52,823)	2,019,426	1,025,916	49.20%	984,573
44640 + 44: Merchandise Sales	9,255	9,357	(102)	35,705	55,993	(20,288)	104,366	68,661	34.21%	22,549
44600:4463 Concessions and Other Contracts	62,068	61,566	501	300,280	282,207	18,073	544,311	244,031	55.17%	217,711
44910 + 48: Other Revenue	11,908	5,239	6,669	36,749	15,194	21,555	37,705	956	97.46%	14,848
TOTAL OPERATING REVENUES	681,887	1,475,910	(794,023)	4,618,340	5,483,682	(865,342)	10,816,932	6,198,592	42.70%	3,783,962
OPERATING EXPENDITURES										
50100:5090 Salaries and Wages	774,744	894,647	119,903	3,325,858	3,488,540	162,682	7,039,472	3,713,614	47.25%	2,873,249
51100:5130 Personnel	114,841	127,266	12,425	655,880	712,949	57,069	1,305,805	649,924	50.23%	656,389
52100:5275 Supplies	105,483	106,918	1,435	492,007	583,101	91,094	1,041,244	549,237	47.25%	450,104
53100:5356 Purchased Services	115,367	160,818	45,450	651,382	801,062	149,679	1,567,665	916,283	41.55%	500,937
54110:5421 Utilities	112,144	80,329	(31,814)	504,021	417,123	(86,899)	825,196	321,175	61.08%	407,333
55100:5560 Insurance	11,251	8,412	(2,839)	57,736	50,473	(7,263)	100,945	43,210	57.20%	48,188
57986:5798 Other Expenditures	675	-	(675)	479	-	(479)	-	(479)	0.00%	(652)
TOTAL OPERATING EXPENDITURES	1,234,505	1,378,390	143,885	5,687,364	6,053,247	365,883	11,880,327	6,192,963	47.87%	4,935,549
NET OPERATING REVENUE/(EXPENDITURES)	(552,618)	97,520	(650,138)	(1,069,024)	(569,565)	(499,459)	(1,063,395)	5,629	100.53%	(1,151,587)
NON-OPERATING REVENUE										
41100 + 41: Property Taxes Collected for Operations	155,907	155,907	-	562,637	562,637	-	1,118,828	556,191	50.29%	472,657
42355 + 42: Contributions and Grants	94,512	-	94,512	506,196	-	506,196	-	(506,196)	0.00%	1,100
48142 Proceeds from Insurance	-	-	-	4,171	-	4,171	-	(4,171)	0.00%	-
48151 + 48: Other Income	-	-	-	-	-	-	-	-	0.00%	174,225
TOTAL NON-OPERATING REVENUE	250,419	155,907	94,512	1,073,004	562,637	510,367	1,118,828	45,824	95.90%	647,982
NON-OPERATING EXPENDITURES										
NET REVENUE/(EXPENDITURES)	(302,198)	253,428	(555,626)	3,981	(6,928)	10,908	55,434	51,453	7.18%	(503,605)
TOTAL REVENUE	932,306	1,631,818	(699,511)	5,691,344	6,046,319	(354,975)	11,935,761	6,244,416	47.68%	4,431,944
TOTAL EXPENDITURES	1,234,505	1,378,390	143,885	5,687,364	6,053,247	365,883	11,880,327	6,192,963	47.87%	4,935,549
NET REVENUE/(EXPENDITURES)	(302,198)	253,428	(555,626)	3,981	(6,928)	10,908	55,434	51,453	7.18%	(503,605)



DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

FROM: Tom Woodard, Director of Golf

SUBJECT: Golf Division Quarterly Report / 2nd Quarter 2022

The following is an update of the major activities in the Golf Division for the 2nd quarter of 2022. This report will cover activities through June 30, 2022.

Golf Rounds:

The 72,823 rounds of golf played thru the 2nd quarter of 2022 is a decrease of 5,568 rounds from the 78,391 rounds played thru the 2nd quarter of 2021, and 2,761 rounds above the previous three-year 2nd quarter average of 70,062 rounds. Historically 40% of the yearly total rounds of golf are played during the first two quarters of the year.

Revenue / Expenditures Summary: (see attachment)

Total Operating Revenues:

The 2nd quarter 2022 YTD Total Operating Revenue of \$2,691,670 is \$502,853 favorable to the projected 2nd quarter budget of \$2,188,817 and \$338,732 favorable to the previous three years YTD 2nd quarter Total Operating Revenue average of \$2,352,938. Increases of \$261,677 in Admission Fees, \$173,209 in Rentals, and \$62,151 in Merchandise Sales are the direct result of an increase in rounds of golf because of favorable weather during the 2nd quarter.

Total Operating Expenditures:

Total Operating Expenditures of \$2,039,983 for the 2nd quarter is \$42,736 favorable to budget. The favorable decrease of \$68,216 in Salaries and Wages and \$23,290 in Personnel is mainly due to a reduction in employee hours, because of weather closures during the 1st quarter of the year. The decrease of \$10,610 in Supplies is timing related, those dollars will be expended during the balance of the year. The savings were offset by an increase of \$39,682 in Purchased Services; the result of having to replace a large amount of old galvanized piping in the Meadows club house. The \$20,807 unfavorable increase in utilities is due to the increase in the cost of natural gas and fuel.

Net Revenue / Expenditures:

The Golf Department is \$545,588 favorable over the budgeted Net Revenue (Expenditures) through the 2nd Quarter. An increase in rounds of golf played because of favorable weather, was the driving factor.

Golf Development and Improvement Fund (GDIF)

The 2022 Budget included \$236,007 in GDIF expenditures. In addition, there is a \$75,000 GDIF carryover from 2021, to build a permanent restroom on the Foothills Par 3 golf course. The total GDIF allocated budget for 2022 is \$311,007. All expenditures are capital related and address the most critical capital needs of the Golf Department

2022 Projects

- Golf Cart Storage Facility – Meadows Golf Course \$236,000
- Permanent Restroom – Foothills Par 3 Golf Course \$75,000

Both projects are pending

Premier Restaurant Group:

The Premier Restaurant Group operates the food and beverage concession at both golf courses. The 2nd quarter total gross revenue was \$475,341 compared to \$465,767 in 2021, an increase of \$9,574. Management attributes the increase in revenue to a slight increase in the of rounds of golf in 2022 versus 2021.

Department Achievements in the 2nd Quarter:

Meadows Golf Course

- Considerable amount of tree work completed
- Golf Course is in good shape
- Hosted the CGA Ladies Massie Championship

Foothills Golf Course

- New Foothills golf course clubhouse construction, ongoing process
- Replacement of irrigation pipe to the 10th hole irrigation storage pond, completed
- Moved into the temporary clubhouse
- Golf course is in good shape

Other Achievements

- Foothills Foundation Golf Tournament – Sold Out!
- Spring arification completed at both golf courses

Challenges in the 1st Quarter:

- Several seasonal maintenance positions remain vacant
- Substantial tree removal at both golf courses, because of wind storms

Foothills Park & Recreation District
 Golf Summary
 Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
OPERATING REVENUES										
44112 + 44: Admission Fees	\$730,224	\$556,316	\$173,908	\$1,938,801	\$1,677,124	\$261,677	\$3,500,620	\$1,561,820	55.38%	\$1,970,182
44100:4416 Rentals	229,241	143,508	85,733	573,254	400,045	173,209	924,379	351,125	62.01%	518,461
44640 + 44: Merchandise Sales	41,789	35,509	6,280	161,070	98,919	62,151	270,062	108,992	59.64%	176,337
44600:4463 Concessions and Other Contracts	8,304	5,000	3,304	16,135	10,000	6,135	43,932	27,797	36.73%	20,000
44910 + 48: Other Revenue	-	1,110	(1,110)	2,411	2,730	(319)	5,700	3,289	42.29%	3,176
TOTAL OPERATING REVENUES	1,009,559	741,443	268,116	2,691,670	2,188,817	502,853	4,744,693	2,053,024	56.73%	2,688,156
OPERATING EXPENDITURES										
50100:5090 Salaries and Wages	242,399	254,208	11,810	974,697	1,042,913	68,216	2,146,049	1,171,352	45.42%	904,654
51100:5130 Personnel	34,893	37,921	3,028	210,867	234,158	23,290	422,492	211,624	49.91%	234,051
52100:5275 Supplies	99,454	126,843	27,389	439,183	449,793	10,610	830,500	391,317	52.88%	402,290
53100:5356 Purchased Services	44,160	43,789	(371)	229,233	189,551	(39,682)	334,963	105,730	68.44%	166,906
54110:5421 Utilities	66,698	46,348	(20,350)	180,721	159,914	(20,807)	403,191	222,471	44.82%	176,066
55100:5560 Insurance	1,026	1,058	31	6,159	6,346	187	12,691	6,533	48.52%	6,044
57986:5798 Other Expenditures	(199)	-	199	(922)	-	922	-	922	0.00%	2,467
TOTAL OPERATING EXPENDITURES	488,431	510,167	21,736	2,039,938	2,082,674	42,736	4,149,887	2,109,949	49.16%	1,892,476
NET OPERATING REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680
NON-OPERATING REVENUE										
NON-OPERATING EXPENDITURES										
NET REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680
TOTAL REVENUE	1,009,559	741,443	268,116	2,691,670	2,188,817	502,853	4,744,693	2,053,024	56.73%	2,688,156
TOTAL EXPENDITURES	488,431	510,167	21,736	2,039,938	2,082,674	42,736	4,149,887	2,109,949	49.16%	1,892,476
NET REVENUE/(EXPENDITURES)	521,127	231,276	289,852	651,732	106,143	545,588	594,807	(56,925)	109.57%	795,680



DATE: July 26, 2022

MEMO TO: Foothills Board of Directors

FROM: Colin Insley, Director of Parks Planning and Construction

SUBJECT: Parks Quarterly Report – 2nd Quarter 2022

Overall Revenues

Overall Revenues: Were unfavorable by \$234,187. Admission fees unfavorable to plan by \$151,957 due to timing on payments, while rentals were unfavorable by \$78,012 due to timing of crediting the parks department revenue accounts for picnic shelters with our Community Pass software system. Actual payments have been taken and looks like a great year for picnic shelter rentals.

Overall Expenses

Operating Expenses: Tracking favorable to plan by \$276,242 of the total budget spent. Savings in part-time wages and vacant some vacant full time positions. Savings were also gained from timing in supply purchases.

Non-Operating Expenses: The account is 100% expensed. The budget is mostly capital (per our agreement) with the Mesa View Homeowners Association of \$20,000 and \$1,712 for the Kipling Villas sub-district, Jeffco Treasurers fee.

Net Revenue(Expenditures) ended at \$44,046 favorable to plan for the quarter.

Parks Administration

Expenditures are tracking unfavorable to plan by \$1,431 of the total budget due to timing of spending for supplies.

Staff Highlights:

- Collaboration:
 - Working with CDPHE on Clement Park Playground case study
 - Lakehurst Park Survey April 1-15, 2022
 - Lakehurst Park Open house 6/1/2022
 - West Laurel Park Survey April 1-15, 2022
 - Westbury Park Survey May 11-25, 2022

Projects:

- 2021 Mill Levy Improvement Projects
 - General Contractor is Richdell Construction
 - Westfield Park – 95% complete
 - Work began in March

- My Dream Playground with local Children 1/20/2022
 - Playground installed
 - Boulders and concrete curbing poured
 - Shelters installed
 - Irrigation complete
 - Sod and Trees installed
- Victory Park – 100% complete
 - Work started December 2021
 - My Dream Playground with local Children 1/19/2022
 - Playground Installed
 - Concrete complete
 - Irrigation completed
 - Sod and Trees installed
- Westbury Greenbelt – 10% complete
 - Irrigation and concrete work is underway
- Columbine Hills and Sports Parks – 100% complete
 - Irrigation work complete
 - New Denver water tap installed
- 2021 Easton Regional Park Improvements
 - Under contract with Architerra for construction documents.
 - Revising cost estimate and plan for project
 - Design development and construction documents in process
- 2022 Mill Levy Improvement Projects
 - Design Contract Awarded to Architerra
 - West Laurel Park
 - A community survey was completed 4/1/22-4/15/22
 - 61 participants
 - Jim Hoida Memorial park
 - Concepts developed and posted on website
 - CD in process
 - Willow Creek Park
 - Concepts developed and posted on website
 - CD in process
 - Westbury Park
 - Community Survey May 11-25, 2022
 - 95 participants
 - DD in process
 - Columbine West Park
 - Included in Columbine West Pool Project
 - Lakehurst West Park
 - Concepts developed and posted on Website
 - CD in process
 - Lakehurst Park
 - Virtual Community Meeting was held via Zoom on 3/24/21
 - Concrete apron ownership around the park required additional research with HOA and Jeffco
 - A community survey was completed 4/1/22-4/15/22

- 120 participants
- Open House at Lakehurst Park 6/1/2022
- DD in process
- Clement Park Tennis and Pickle ball courts
 - Courts open for play
- Ridge Recreation Center Playground
 - Project Completed
- UC Denver Senior Capstone Project
 - Team of students completed a study at Fehringer Ranch
 - Work included hydraulic assessment, bank stabilization and erosion control. Dog park feasibility,

Pride in our Parks:

- Presented about Parks and Pride in Our Parks program to the South Jeffco business Alliance
- Attended and represented Foothills at conservation awards for Jefferson County Open Space
- Plants 3 tribute tree in the spring
- Hired and Supervising Parks Operation Assistant
- HR Parks tour
- Working with Children's program as special guest for summer camps

Volunteer Review:

- Columbine Day of Service - 4/20/2022
 - East Woodmar Greenbelt clean up- morning
 - Clement Park Painting- afternoon
 - 32 volunteers, 83.5 total hours
- Earth Day Tree planting - 4/23/2022
 - Planted 10 trees at Foothills' Arboretum at Mossbrucker Park
 - 15 volunteers, 30 total hours
- HOA Clean Up
 - Willow clean up at Wayside Meadows Park
 - 40 volunteers, 80 total hours
- Willow Clean Up at Blue Heron Park -4/30/2021
 - Worked with Adolfson and Peterson Construction
 - 5/6/2022
 - 10 volunteers, 30 total hours
- Sanctuary HOA clean up - 5/7/2022
 - Tree pruning, weed removal and trash clean up
 - 12 volunteers, 36 total hours
- Teen Camp - 6/23/2022
 - Painting benches and tables at Clement Park
 - 30 volunteers, 60 total hours
 -
- Moms group volunteer day
 - Painted the shelter at Eagle Meadows Park
 - 6/29/2022

- 20 volunteers, 20 total hours

Also, many individual volunteers helping out in the parks with trash clean up, willow/weeds trimming and graffiti patrol.

Eagle Scout Service Projects:

- Dancing Willows Tree and Landscape beds
 - Cade Arvin 4/23/2022
 - Mulch all tree, made repairs at landscape beds and weeded, full trash clean up
 - Total volunteers: 22
 - Total volunteer hours: 103

Total Volunteer Hours for 2022 Second Quarter: 181 Volunteers and 442.5 volunteer hours.

Fleet Services

Overall expenses are tracking at \$7,954 favorable to plan of the total budget spent due to timing of purchasing supplies.

Highlights

- Fleet Mechanics were busy with mower service and repairs with the startup of mowing season. The mechanics also commissioned 3 new Toro mowers and a Newstripe 5000 Ballfield Painter
- Fleet Mechanics completed over 103 work orders for vehicles, equipment and service calls for the period.
- Staff were busy shuttling trucks to a muffler shop in Denver for the replacement of 5 stolen catalytic converters. Four trucks had new catalytic converters installed and anti-theft cages fabricated. The rest of the fleet vehicles are getting Cat-Strap anti-theft devices and CATETCH labels installed on the catalytic converters. The CATETCH labels were supplied for free from the CDPS Anti-Theft division.
- A Leisure Services mini-bus was towed to a dealer for repairs after its catalytic converters were stolen from the Peak Parking lot.
- The school busses were serviced, inspected and prepared for summer camps.
- Fleet Mechanic Jon Chambers attended a DOT Annual Inspection Class at CMCA.
- Jon Chambers and Craig Wieland attended Toro Rotary Mower Training and the FleetPros Spring Meeting and Trade show.

Urban Parks

Overall revenue tracked at \$76,376 unfavorable to plan due to timing of payments. Overall expenditures are tracking favorable to plan by \$87,265 due to savings on full and part-time

wages in hiring seasonal staff and timing of supply purchases. Water is over by \$45,073 from hot weather.

Highlights

Irrigation

- Staff completed the yearly testing and recertified 42 backflows.
- Tested backflow device for Feeding Many organization, at Weaver Creek Park
- Repaired backflow and bermad assembly on Weaver Hollow backflow
- Repaired bad solder joints on Belleview Acres backflow supply line
- Dug up and repaired mainline break at 6th Ave. Pool
- Troubleshoot faulty power to irrigation controller at Lilly Gulch and Chaucer Park
- Troubleshoot and flushed stuck valves at Dewey Haberman Park, and Coronado Park
- Installed new backflow device at Trappers Glen Park to replace stolen backflow
- Installed new 4G cartridges to upgrade service at Blue Heron and Chief Colorow Parks
- Investigated property survey pins at 6th Ave. Flora Entry for adjacent homeowner and relocated irrigation controller and sprinkler heads back to Foothills property
- Repaired lateral break and two mainline breaks at 6th Ave. Flora Entry
- Replaced faulty master valve decoder at Alper's Farm Park.
- Repaired lateral break on the Woodmar Square baseball field, Columbine West Park and Coronado Park.
- Repaired mainline leak and replaced the backflow at Willow Creek Park

Baseball Fields

- Sprayed for weeds around backstops and bleachers at ball fields: Jim Hoida, Trappers Glen, Weaver Hollow, and Lilley Gulch.
- Inspected and prepared all 12-baseball fields on a weekly basis during the baseball season.
- Setup, lined and dragged the Trappers Glen, Lilley Gulch and Wayside Meadows fields for the Foothills Leagues on a weekly basis's.
- All baseball fields are in good condition going into the summer/fall baseball season
- Rebuilt pitching mound for Dante Bichette field, changed to artificial turf.
- Rebuilt right hand batter's box at Dante Bichette field
- Staff reset base distances at Columbine Hill and Columbine Sports Park.
- Removed weeds on infields at upper LG and Weaver Hollow and Hoida Park.

Multi-use fields/ Irrigated parks

- Flagged, aerated, fertilized all Multi-use fields
- Edged sidewalks and trimmed around trees at Westbury, Alpers Farm, and Mossbrucker parks
- Sprayed dandelions in back of Governor Grant Park and aerated, seeded and top dressed the front of Governor Grant park from some winter kill in the turf.
- Laid out and painted soccer fields weekly for Foothills Youth Sports

Mowing

- Weekly and monthly mowing are on schedule in the 65 parks, trails and greenbelts.

Playgrounds/Play-courts

- Completed playground checks and inspections.
- Staff repaired slide hood on the West Laurel Playground.
- Painted over multiple graffiti incidents on the Governor Grant Playground.
- Pulled weeds at Westbury, Westfield, Colorow, and Lakehurst playgrounds
- Replaced tennis net center straps at Lilley Gulch
- Staff replaced swing saddles at Wingate South Park.

Native areas/Noxious weed

- We started our noxious weed control for 2022. Our primary focus is the spraying of the Hairy Willow Herb, thistle, teasel, myrtle spurge and hemlock in our native areas and dandelions in the bluegrass parks.

Park Amenities

- Staff poured a new concrete pad for san-o-let inside fence at Fehringer Ranch Disc Golf Course
- Staff repaired two sections of the sound barrier walls along Ken Caryl which is part of Williamsburg 1 Park.
- Repaired Fence latches on the Lilley Gulch fences.
- Staff fabricated a new additional 4' x 6' wing for sign kiosk at Fehringer Ranch Disc Golf Course
- Staff repaired bench supports for picnic tables at Weaver Hollow
- Installed benches, tables, grills, and trash cans at Victory Park.
- Installed and replaced missing and vandalized rules signs at Marlow Greenbelt, Trappers Glen, and Dancing Willows Parks
- Repaired little library at Trappers Glen again.
- Poured a new concrete pad for san-o-let inside fence at Fehringer Ranch Disc Golf Course
- Fabricated new additional 4' x 6' wing for sign kiosk at Fehringer Ranch Disc Golf Course
- Repaired bench supports for picnic tables at Weaver Hollow

Urban Forestry/ landscape beds

- Weeded beds, sprayed and re-mulched all beds at Lilley Gulch Recreation Center
- Trimmed and cleaned up juniper bush near Westfield backflow for trail realignment.
- Staff sprayed all rock bed at the Deer Creek Pool.
- Sprayed 6th Ave. frontage medians, Flora Way Beds, weeded Flora Way walk and landscape beds in 6th Ave area
- Sprayed tree rings at Weaver Hollow, Trappers Glen, LG, Westbury, Alper's Farm, Chief Colorow, and Sunrise Creek Parks
- Relocated trees from front entry at Gov. Grant park further into park and had contractor widen entry for truck access into park.
- Trimmed and cleaned up juniper bush near Westfield backflow for trail realignment.
- Cut and chipped numerous branches from a major May snow storm, we are in the process of removing the broken trees.
- Removed large fallen tree at Dewey Haberman Park, was a large Russian Olive.

- Trimmed willows off trail at Sunrise Creek Park.
- Removed dead trees, cleaned up and pruned shrubs at Lakehurst South diamonds.
- Major tree trimming at Woodmar Square Park, this was due to the May snowstorm.

Drainage/Lakes

- Met with contractor to fabricate and install a toe drain flume to account for water passing through at Beer Sisters Reservoir.
- Trenched and installed 200 feet of conduit for the wiring toe drain flume.
- Removed and installed new aeration pump at Beer Sisters Reservoir.

Trails/ Parking Lots

- Removed boulders at Dewey Haberman Park so contractor couldn't widen turning radius adjacent to playground for snow removal access.
- Added material and repaired washouts on the trail at Harriman Lake Park.
- Staff worked with Denver Water on the regrading of the Harriman Trail.
- Staff regrade sections of the Harriman Lake, and the Fehringer Ranch's parking lots due to a large amount of visitors.
- Staff work with CORE Development Corp on the refurbishment of the Lilley Pad underpasses trail. An epoxy overlay was placed concrete on the trail.
- Staff worked with T2 Construction on the removal and the replacement of a section of the Friendly Hills Trail that was dilapidated. 984 square feet was replaced.
- Painted over multiple graffiti incidents in the tunnel under Simms near Quincy.
- Power washed and used graffiti removals on major multiple graffiti incidents on the Weaver Creek Trail.

Community/Organization Projects

- Continued working with Richdell Construction on 2021 Park Improvement projects with visual inspections, punch list items, warranty and final acceptance. The parks are Columbine Hills, Columbine Sports, and Westfield Parks.
- Continued working with Sabell's on 2020 Park Improvement projects attended weekly meetings and visual inspections on grades, concrete, and irrigation work at Eagle Meadows, Alpers Farm, and Woodmar Square.
- Urban Parks staff assisted Facility Maintenance on pool startups at Weaver Hollow, Deer Creek and Columbine West and 6th Avenue Pools.
- Worked with Children's programs on the Touch-a-Truck event for camps.

Volunteer and Outreach Projects

- Staff assisted the Volunteer Coordinator with scout project at Dancing Willows Park.
- Staff coordinated and assisted with volunteers on an Arbor Day tree planting project at Mossbrucker Park. 10 trees were planted.
- Staff assisted the Volunteer Coordinator, chipping willows at inlet to Beer Sisters Reservoir from a volunteer project.
- Staff assisted with three tribute tree plantings. Valley view Park, Eagle Meadows Park and Columbine Hills Park.
- Community Cleanup at West Laurel and Wayside Meadows.
- Staff assisted with Columbine day of service, cleaning up East Woodmar Park.

- Community Cleanup Williamsburg I.

Kipling Villas Sub-District

Revenue is at 100% collected from property taxes. Operating Expenses were \$16,810 favorable to plan, due to timing of supply purchases.

Highlights

- Staff performs weekly walk through on head checks and head repairs in the Kipling Villas irrigation system. The Kipling Villas irrigation system is one of the largest in the district.
- Cut and chipped branches for a week from May snow storm.
- Charged irrigation systems and tested backflow devices.
- Repaired mainline on S. Holland Way near crosswalk.
- Repaired mainline on W. Park Hill Ave.
- Removed graffiti from Wadsworth & Park Hill entry sign.
- Installed new bench on S. Holland Way near crosswalk.
- Re-wired zones in irrigation controller and added additional battery operated clock to water entry beds on S. Holland Way.
- Removed Russian Olive tree on west side of S. Holland Way.

Regional Parks

Operating revenues tracked at \$106,121 unfavorable to plan due to timing of payments. Expenditures finished at \$66,593 favorable to plan largely due to savings in part time wages timing of purchasing supplies.

Highlights

- Worked with contractor to improve surface drainage through the FSA parking lot by cutting in concrete drain pans to centralize water and promote positive drainage
- Rented 50-foot aerial lift to perform limb removal at both parks sites following late, heavy snow storm
- Hired replacement Ballfield Maintenance Technician for Regional Parks.
- Worked with contractor to hydro seed the Ward St. berm east of the Peak
- Staff attended the annual CPRA Trade Show in Greeley
- Worked with the IT Department to correct an issue with the irrigation central control computer that prevented Schaefer and Easton from watering

Schaefer Athletic Complex

- Charged irrigation system and completed initial system checks
- Worked with contractor to install new scoreboards in the 4-plex
- Cut in 2,000 pounds of rye grass seed on all sports fields
- Installed 50 tons of infield mix on baseball fields 1 & 4 to replace material that blew away earlier in the year
- Worked with contractor to place 2nd application of fertilizer on all turf
- Prepared Jason Jennings Field for opening day by placing wind screens, hanging banners, cleaning field surface, and sweeping parking lot

- Prepared Schaefer batting cages for opening day by re-installing the canopy net
- Performed quarterly bleacher inspections the 2nd quarter
- Core aerated all sports fields
- Performed weekly playground inspections
- Hosted Sparkler Softball tournament June 28 through July 1 with approximately 144 games played
- Sprayed weeds throughout the park site including: shrub beds, parking lot cracks, warning tracks
- Weekly mowing of all turf—passive areas 1x per week, sports fields 2x per week

Easton Regional Park

- Charged irrigation system and completed initial system checks
- Cut in 2,000 pounds of 20% rye grass/80% bluegrass seed on all sports fields
- Repaired tire swing at Water's Edge playground at Easton Regional Park.
- Repaired the horseshoe climber at the Ridge Rec. Center playground
- Replaced three slide segments on the slither slide at the Ridge Rec. Center playground
- Placed noxious weed insects in various locations throughout the park site to help control noxious weeds in difficult areas to treat
- Worked with contractor to place 2nd application of fertilizer on all turf
- Painted 10 soccer fields weekly for Foothills P&R Youth Sports Program
- Worked with contractor to treat 14 hawthorn trees at the Peak for invasive insects.
- Worked with contractor to repair approximately 2,500 sq. ft. of asphalt at the Rockies Field parking lot
- Worked with contractor to perform deep tine aeration on fields 4-11
- Worked with contractor to replace the intake screen for the Easton pump station
- Sprayed weeds throughout the park site including: warning tracks, shrub beds, parking lot and sidewalk cracks multiple times
- Weekly mowing of all turf—passive areas 1x per week, sports fields 2x per week
- Completed fire mitigation mowing along homeowner property lines
- Performed quarterly bleacher inspections for the 2nd quarter
- Replaced two bleacher uprights that were damaged at field 14
- Core aerated all sports fields
- Performed weekly playground inspections

Park Ranger Program

New Hire—Kylie Williams was hired in June to replace a Park Ranger that transferred to a full-time position within Urban Parks.

Customer Service Contacts

- Jerrie McKee from Colorado Parks and Wildlife provided 10 free fishing poles (April) for Rangers to hand out to kids or families that may be in need—Rangers have handed out 5 poles to date
- Provided CPW fishing literature to several anglers at Fehringer and Hine Lakes

Unhoused contacts

- Rangers received one report of homeless at Westbury Park. Upon arrival no encampment was found but a stolen and abandoned motorcycle and bicycle were discovered in the creek. Rangers worked with Jeffco Sheriff's Office to locate the owner for retrieval.

Graffiti mitigation

- Graffiti has been extensive this quarter with numerous locations being effected including multiple occurrences along the Dutch Creek Trail under Wadsworth, Dutch Creek Trail under Kipling, Kipling Trail under Wadsworth, Lilley Gulch Trail under Wadsworth, Weaver Creek Trail surface, Hine Lake spillway, as well as many other park sites. Rangers painted over or otherwise removed graffiti at each location or assisted Parks staff with that mitigation.

Dogs off-leash

- Rangers made 13 dog off-leash contacts during the quarter. Locations included: Harriman Lake, Hine Lake, Wayside Meadows, Fehringer Ranch, and Wingate South—most voluntarily complied.

Wildlife

- Rangers encountered various wildlife this quarter including: a great horned owl at Wayside Meadows, five deer at Easton Regional Park, and a bald eagle at Easton Regional Park. Rangers took the opportunity to provide educational information with park goers when these instances occurred.

Land Use Violations

- Long-term parking/abandoned vehicles—Rangers worked with Jeffco Sheriff to have these vehicles (2) removed from Easton Regional Park
- Rangers worked with several homeowners that moved their private branches to park property for cleanup by Parks Staff. In most cases Rangers were able to get homeowners to comply with the request to remove the branches.
- Rangers made contact with a resident at West Laurel Park that was using the park as access and staging of material for her home remodeling project
- Rangers worked with Jeffco Sheriff for compliance from a resident in Kipling Villas that was having work performed on his home and utilizing the greenbelt to stage materials and spoils for/from his project.
- Rangers received several calls this quarter for motorcycles driving through parks and greenbelts including: Christiansen Meadows, Dutch Creek Trail, Schaefer Athletic Complex, and Wayside Meadows. As pursuit is not permitted no contacts have been made—only visual observation—Jeffco Sheriff was informed.
- Rangers made contact with an individual at Harriman Lake that had been swimming and informed him of the park rules.

Maintenance

- Assisted with limb cleanup at Wayside Meadows following the late spring storm
- Moved and stacked branches for ease of cleanup at several other park sites as well as coned off trails and walkways under hazardous trees following the storm
- Assisted with ground litter collection throughout the park system
- See graffiti mitigation

Volunteer Project Assistance

- Columbine Day of Service—Drainage cleanup at Woodmar and East Woodmar
- Trash bag collection at Kipling Villas and Wayside Meadows following neighborhood cleanup projects
- Deer Creek Church group worked on various landscape projects throughout the park. Rangers assisted with leveling, seeding, and mulching

Clement Park

Total operating revenues through the 2nd quarter of 2021 finished at \$52,233 unfavorable due to timing of payments.

Total operating expenditures are at \$96,189 favorable to plan due savings in full-time and part-time seasonal wages.

Highlights:

- Continued to hire and train seasonal staff but never able to fill all positions
- Pickleball Project continued through the second quarter
- Charged the irrigation system with minimal problems, except phase I remained manual operation only through the second quarter
- Full Time staff attended the annual CPRA Spring Workshop in Greeley
- Spread 12 tons of infield conditioner on fields C1 through C4
- Applied 8 tons of fertilizer to entire park
- Applied two applications of preventative fairy ring fungicide to 2 acres of multi-use fields
- Applied insecticide to elm trees to control European Elm Scale
- Aerated about half of the park before a major break in the frame, ordered a new one that took 8 weeks to arrive only to find it was out of square and could not be used. We continue to wait for the new part. Due to this delay in parts delivery we were unable to complete Spring aeration and are unable to perform monthly solid tine aerating, resulting in increased soil compaction and decreased water retention.
- Weed control specialist sprayed the weeds around Johnston Reservoir
- Staff made multiple selective and nonselective herbicide applications throughout the park
- Splash Park opened and passed its first county health inspection, second inspection in September
- Major snow storm brought down an abundance of tree branches the week before Memorial Day. It took the entire Clement Park staff a week to cut down and haul the branches from the park into the yard to discard in six rolloff dumpsters
- Shelter reservations started up in conjunction with high school graduations and have been steady ever since
- Started the State's required lake releases to downstream water rights holders
- **Events in Clement Park include:**
 - Foothills' Softball and Grass Volleyball Leagues
 - Foothills' Middle School Lacrosse programs
 - Foothills' Children's Programs and camps
 - Foothills' Concerts in the Park

- Foothills' Hops in the Park beerfest
- South Jeffco Softball and Baseball leagues and tournaments
- Rush Soccer leagues and tournaments
- 2-day Unicorn Fest
- 4-day Triple Crown Sparklers Tournament
- Outback Steakhouse Corporate Softball Tournament

Foothills Park & Recreation District
 Total Parks and Clement Park
 Thursday, June 30, 2022

	June			YTD			2022			2021 YTD
	2022	2022	Fav/(Unfav)	2022	2022	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
OPERATING REVENUES										
44112 + 44: Admission Fees	-	-	-	\$1,110	\$153,067	(\$151,957)	\$283,077	\$281,967	0.39%	\$15,352
44100:4416 Rentals	34,118	54,309	(20,191)	91,026	169,038	(78,012)	231,640	140,614	39.30%	111,585
44600:4463 Concessions and Other Contracts	-	-	-	4,392	4,392	0	4,392	0	100.01%	4,392
44910 + 48: Other Revenue	203	2,700	(2,497)	4,482	8,700	(4,218)	18,600	14,118	24.09%	29,164
TOTAL OPERATING REVENUES	34,321	57,009	(22,688)	101,010	335,197	(234,187)	537,709	436,699	18.79%	160,494
OPERATING EXPENDITURES										
50100:5090 Salaries and Wages	183,753	218,095	34,341	981,096	1,119,641	138,546	2,295,245	1,314,149	42.74%	985,297
51100:5130 Personnel	39,624	45,461	5,837	299,309	338,144	38,835	601,333	302,024	49.77%	320,424
52100:5275 Supplies	53,130	47,466	(5,664)	305,070	391,297	86,227	602,712	297,642	50.62%	306,657
53100:5356 Purchased Services	36,075	43,914	7,839	253,328	308,033	54,706	467,172	213,845	54.23%	256,009
54110:5421 Utilities	125,219	114,918	(10,301)	274,389	230,258	(44,131)	706,930	432,541	38.81%	234,166
55100:5560 Insurance	4,881	5,133	252	28,739	30,798	2,059	61,597	32,858	46.66%	29,648
TOTAL OPERATING EXPENDITURES	442,683	474,987	32,304	2,141,930	2,418,172	276,242	4,734,988	2,593,058	45.24%	2,132,201
NET OPERATING REVENUE/(EXPENDITURES)	(408,362)	(417,978)	9,616	(2,040,920)	(2,082,975)	42,055	(4,197,279)	(2,156,359)	48.62%	(1,971,707)
NON-OPERATING REVENUE										
41100 + 41: Property Taxes Collected for Operations	418,486	418,486	-	2,104,687	2,104,687	-	4,219,020	2,114,332	49.89%	2,048,305
42355 + 42: Contributions and Grants	-	-	-	1,991	-	1,991	-	(1,991)	0.00%	1,783
TOTAL NON-OPERATING REVENUE	418,486	418,486	-	2,106,678	2,104,687	1,991	4,219,020	2,112,341	49.93%	2,050,088
NON-OPERATING EXPENDITURES										
57100 + 58: Facilities & Equipment Repairs and Replacements	-	-	-	20,000	20,000	-	20,000	-	100.00%	20,000
53190 + 53: Other Expenditures	509	509	-	1,712	1,712	-	1,740	28	98.38%	1,520
TOTAL NON-OPERATING EXPENDITURES	509	509	-	21,712	21,712	-	21,740	28	99.87%	21,520
NET REVENUE/(EXPENDITURES)	9,616	-	9,616	44,046	-	44,046	-	(44,046)	0.00%	56,861
TOTAL REVENUE	452,807	475,495	(22,688)	2,207,688	2,439,884	(232,196)	4,756,729	2,549,041	46.41%	2,210,582
TOTAL EXPENDITURES	443,191	475,495	32,304	2,163,642	2,439,884	276,242	4,756,729	2,593,086	45.49%	2,153,721
NET REVENUE/(EXPENDITURES)	9,616	-	9,616	44,046	-	44,046	-	(44,046)	0.00%	56,861

Design and Printing

- Revised Fitness schedules for JUN-SEP 2022 and submitted pdf for posting on website.
- Prepared Hockey & Public Skate calendars for APR, MAY, JUN, JUL 2022. Submitted pdfs for posting on website.
- Prepared Figure Skating calendars for MAY, JUN, JUL, AUG 2022. Submitted pdfs for posting on website.
- Prepared Pool schedules for APR, MAY, JUN, JUL, AUG 2022. Submitted separate pdfs for posting on website.
- Prepared signs, banners, parking permits and more for Red, White & You event on JUL 1, 2022.
- Designed and printed flyers, signs & social media files for Mother's Day Brunch at Meadows.
- Designed and printed Children's Programs Parent Handbook booklet & submitted electronic booklet for website.
- Designed and printed Report Cards for Aquatics Learn-to-Swim classes for Summer 2022.
- Designed and printed flyers, concert cards, large signs and promotional items for Concerts at Clement Park.
- Designed new vinyl scoreboards for Oregon's and Flying Pig.
- Designed materials for Callaway Demo Day at Meadows Golf Club.
- Updated District Magazine with individual departments for delivery to patrons & our facilities in SEP 2022.
- Updated Clement Park map with new Pickleball Courts and additional Tennis Courts to be posted when work completed.
- Designed other flyers, banners, bulletin boards and signs for departments as requested in Marketing tickets

Website, Digital Marketing, Social Media, Events and other

- 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.
- Regular maintenance of website and events listings with timely updates as needed. Completed requests for website content changes, deletions and updates.
- Review and respond to info email account inquiries.
- Raised a total of \$50,250 in sponsorships for Red, White & You.
- Managed all aspects of sponsor fulfillment for Red, White & You and Concerts in Clement Park.
- Recruited Colorado Avalanche Youth Hockey to have major presence at Red, White & You.
- Major prep work, organization, many meetings and communication for event planning, logistics and marketing of Red, White & You.
- Advertised for vendor booths and volunteer needs at Red, White & You
- Raised \$1,250 in sponsorships for Concerts in Clement Park.
- Coordinated Senior Lunch & Learn sponsorships with Jet's Pizza and 4 Lunch & Learns with Swedish Medical Center.
- Held 10 in-person and Zoom style meetings with new potential sponsors and advertisers.
- Continued hosting in-person meetings of South Jeffco Business Alliance (SJBA). Topics included Foothills Park & Recreation District overview and Pride in our Parks, The Action Center and a special outdoor networking event in Clement Park.
- Submitted monthly content to Colorado Parent Magazine and Engage Jeffco e-newsletter.
- Continued to meet with Leisure Services supervisory staff monthly.
- Communicated District election to residents and keep website updated as needed.
- Attended webinars on Website accessibility and Generation Wild's summer marketing campaign.
- Attended sponsorship planning meeting with Senior Programs.
- Helped create sponsorship guide for Senior Programs and Fitness.
- Attended weather spotter training for use at community events.
- Met with Arts Department for logistics planning for Concerts in Clement Park.
- Attended all Concerts in Clement Park to manage sponsor set up.
- Worked with sponsors and advertisers to obtain contract deliverables, including advertising files, banners and event logistic information.
- Assisted with marketing deliverable for West Metro Chamber's Taste of the West event held at the Foothills Fieldhouse, and attended event with vendor booth.
- Major promotions were focused on: Concerts in Clement Park; Hops in the Park; Jobs at Foothills – specifically Lifeguards, Parks and Children's Programs; Esports; Shakespeare in Clement Park; Red, White & You event + event needs; Climbing Wall
- Attended CPRA Marketing meetings and municipal-wide event planners meetings



Marketing & Community Outreach Department Second Quarter Report, April 1 – June 30, 2022

- Met with Foothills Sports department to discuss their vision and needs for a new look to their TeamSideline website based on a system upgrade the company was pushing live. Worked with the company to understand their product and Q&A some issues we were having. Worked on implementing edits to the look of our site as well as updates staff requested.
- Worked with Facilities Supervisor and Esports Coordinator on best practices, rules, template and use of a Discord social media channel specific for esports and gaming.
- Created 6 external surveys.

E-mail Creation & Communication

- Multi-Visit Card Special – 4/2/22
- Senior Mother's Day Breakfast – 4/7/22
- Summer 2022 Registration – 4/11/22
- SJBA Reminder – 4/12/22
- Senior Adult Newsletter – 4/14/22
- E-Newsletter – 4/27/22
- SJBA – Spotlight Your Business at Community Events – 5/2/22
- SJBA – 5/4/22
- Gear Up for Summer – 5/12/22
- Golf: Changes coming to Foothills Golf Course – 5/18/22
- E-Newsletter – 5/25/22
- SJBA – 6/1/22
- Golf: Foothills Foundation Tournament – 6/2/22
- Concerts in Clement Park – 6/3/22
- SJBA Reminder - 6/15/22
- E-Newsletter – 6/27/22
- Golf: Callaway Demo Day – 6/28/22
- Red, White & You event tips – 6/30/22



Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: July 26, 2022
MEMO TO: Foothills Board of Directors
FROM: Ronald Hopp, Executive Director
SUBJECT: Capital Projects Report through June 30, 2022

Parks, Planning and Construction

2021 Mill Levy Projects

Budget: \$1,926,184
Funding: \$1,926,184 – 2021 Mill Levy Capital Funds
Expenses to Date: \$1,536,578
Budget Remaining: \$389,607
Scheduled Completion: Spring 2022

Westfield Park

- Boulders and concrete curbing poured
- Playground equipment installed
- Irrigation complete
- Sod and Trees installed
- Project 95% complete

Victory Park

- Concrete complete
- Irrigation completed
- Playground equipment installed
- Sod and Trees installed
- Project 100% complete

Westbury Greenbelt

- Work has begun

Columbine Hills and Sports Parks

- Project Completed

2022 Mill Levy Improvement Projects

Budget: \$2,050,019
Funding: \$2,050,019 – 2022 Mill Levy, SB 35, Capital Funds
Expenses to Date: \$74,971
Budget Remaining: \$ 1,975,048
Scheduled Completion: Spring 2023

Lakehurst Park (Moved to 2022 Mill Levy park projects.)

- Survey sent to residents and received/ 125 people responded to survey
- Staff hosted an open house to discuss survey on June 1.
- Design Development (DD) and Construction Documentation (CD) in process

West Laurel Park

- Under contract with Architerra for construction design
- Hosted a community meeting January 24.
- A community survey was completed 4/1/22-4/15/22
- CD in process

Jim Hoida Memorial Park

- Under contract with Architerra for construction design.
- Concept and cost estimate completed
- CD in process

Willow Creek Park

- Under contract with Architerra for construction design.
- Concept and cost estimate completed
- CD in process

Westbury Park

- Cost estimate and concept completed
- Community Survey May 11-25, 2022
- DD in process

Columbine West Park

- Included in Columbine West Pool Project

Lakehurst West Park

- Cost estimate and concept completed
- CD in process

Easton Regional Park

Budget: \$1,150,000

Expenses to Date: \$57,351

Budget Remaining: \$1,092,649

- Under contract with Architerra for construction documents.
- Revising cost estimate and plan for project
- Design development and construction documents in process

Belleview Acres Park

Budget: \$266,000

Funding: \$266,000 - SB35 Development Funds, 2022 Capital Funding

Expenses to Date: \$170,665

Budget Remaining: \$95,335

- Construction to begin this month (Upsizing the water tap for efficiency)
- Will be completed by August

Clement Park Tennis and Pickleball Court Complex

Budget: \$2,378,702

Expenses to date: \$2,126,241

Funding: District Capital Budget/SB-35 Funds

Budget Remaining: \$252,461

Scheduled Completion: Late Spring/Early Summer 2022

- Courts open for play

Dutch Creek Trail Extension

Overall Budget: \$3,721,224

Funding: \$1,860,612 – District Capital Budget/\$1,860,612 Jeffco Trails Grant

Budget: \$58,500 (Concept Design Only)

Expenses to Date: \$44,635

Budget Remaining: \$13,865

Phase 1 Design Completion: March 2022

- Contract for Design Development and Construction Drawings Approved.
- Survey Underway

Leisure Services

Ice Resurfacer for Edge

Budget: \$155,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$155,000

Scheduled Completion: June 2022

- The 2nd Ice Resurfacer has been identified as and approved as part of our 2022 Capital Budget. A quote of \$142,584.60 was received from Zamboni for the replacement of the 2nd Zamboni for the Edge Ice Arena. This quote includes the trade-in of the existing ice resurfacer.
- The ice resurfacer is on order and is scheduled for delivery in fall 2022.

Foothills Fieldhouse East Rink Floor Replacement

Budget: \$120,000

Funding: District Capital Project Budget

Expenses to Date: \$96,692

Budget Remaining: \$23,308

Scheduled Completion: Project Completed

- The flooring on the east rink of the Fieldhouse has been identified and approved as part of our 2022 Capital Budget.
- Installation was completed on May 27, 2022.

Scoreboard Replacements

Budget: \$57,000

Funding: District Capital Project Budget

Expenses to Date: \$54,445

Budget Remaining: \$2,555

Scheduled Completion: Project Completed

- Ballfield scoreboards at both Schaeffer Park and Clement Park have been identified and approved as part of our 2022 Capital Budget.
- Equipment selection and order has been placed. Scheduled for installation the week of June 6.
- Installation has occurred and project is complete

Ridge Daycare Playground Project

Budget: \$37,903

Funding: District Capital Project Budget

Expenses to Date: \$38,098.03

Budget Remaining: (\$195.03)

Scheduled Completion: Project Completed

- Drainage work was upgraded to ensure that water moved away from the building
- New playground equipment and poured in place surface was installed and project is complete

Peak Fitness Equipment

Budget: \$100,000

Funding: Mill Levy

Expenses to Date: \$9,008.57

Budget Remaining: \$90,991.43

Scheduled Completion: Fall 2022

- Staff researching equipment and pricing
- Supply chain and delivery delays are occurring
- Expect some equipment in October
- Elliptical has been received and installed

Ridge Outdoor Sprayground

Budget: \$450,871

Funding: Mill Levy

Expenses to Date: \$424,355.02

Budget Remaining: \$26,515.98

Scheduled Completion: Completed and fine tuning

- 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
- Demolition has begun; existing sun deck has been removed
- Manifold, controls and pump installed; piping work underway
- Footers poured, anchors installed
- Splash Pad is operational, and we are working through warranty items

Outdoor Pool Refurbishments

Columbine and 6th West Pool Combined Estimate: \$13,235,000

Funding: District Capital Project Budget

Expenses to Date: \$1,855,889.71

Budget Remaining: \$11,379,110.29

Scheduled Completion: May 2023

- Perkins&Will along with Counsilman-Hunsaker Associates presenting concepts for further development and refinement. Final concept was presented to stakeholders for public comment.
- Survey sent to stakeholders for the 6th 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

- Under contract with Progressive Commercial Aquatics, Inc. for the repair portion, and installation of stainless steel gutters and boiler at Columbine West Pool
- Select CM/GC FCI Constructors
- Repair scope is underway with the demolition of existing gutter at Columbine West Pool; lap pool is mostly complete and saw cutting of dive pool complete
- Location and Extent approved by Jefferson County
- Digging and piping began March 28, 2022
- Gutter installation began this week; leak repairs in gutter at 6th in progress
- New stainless steel gutter installed at Columbine West Pool; piping connected
- All piping repairs complete at 6th Avenue West Pool
- 6th Avenue West Pool opened June 4, 2022, as planned
- Columbine West Pool opened June 11, 2022 as a result of waiting for the new pool heater installation
- GMP presented to the Board 6/28/2022
- Various county permits under review through planning and zoning and AHJ's

Golf

Foothills Golf Course – 10th tee Drainage Project

Vendor: Modern Golf and Turf

Funding: District Capital Project Budget

Budget: \$59,030

Project Started: February 2022

Project Completed: May 2022

Final Cost: \$61,105

- Project involved replacing old irrigation pipe that carries Warrior Ditch water from the Warrior Ditch into the irrigation lake located south of the 18 fairway

New Foothills Golf Course Clubhouse

Budget: Estimation \$16,000,000 - \$18,000,000

Funding: District Capital Project Budget

Scheduled Completion: Spring/Summer of 2023

Vendors:

- Johnson, Nathan, Strohe (JNS) Architect
 - Provides Architectural and Interior Design services for the Foothills Golf Course Clubhouse project
 - Design Fees \$449,333
- Adolphson & Peterson (A&P) Contract Manager / General Contractor (CM/GC)
 - Serves as advisor to the District during the preconstruction phase, and will fill the role as the General Contractor once the design is finalized
 - Fees - .25% of construction cost
- Todd Goulding / Goulding Development Advisors – Owners Representative
 - Will assist the District in managing the budget/overall cost of the project
 - Fees - estimated at \$118,400

Project Update:

- Design Development process and Construction Documents are complete
- Weekly project meetings are held with District staff, (Ronald Hopp, Dennis Weiner, Tom Woodard, Derek Eberhardt, and Randy Meyers) JNS, A&P and Todd Goulding
 - The District received, reviewed, and approved the Design Development drawings
 - Planning and Zoning review is complete
 - The driving range bathroom building renovation is complete
 - The temporary clubhouse doublewide trailer was delivered May 18th
 - Staff has completed the process of vacating the old clubhouse
 - All golf operations are conducted out of the temporary clubhouse
 - The abatement process of the existing clubhouse began on May 23, and is scheduled for completion the 3rd week of July
 - The GMP was submitted and approved by the Foothills Board of Directors on June 28th
 - VE process is ongoing

Special Projects

Foothills Parks & Recreation District/McKinstry Energy Performance Contract Phase 2 July 2022 Update

1. Financial Information:
 - Budget: \$7,980,073
 - Funding: \$5,984,983 – COP, \$1,995,090 – 2020 Capital Budget
 - Expenses to Date: \$3,026,947.50
 - Budget Remaining: \$4,953,125.50
 - Scheduled Completion: January 2023
2. Safety
 - a. Asbestos testing is complete. The heating water boiler and white vapor seal in the Lilley Gulch Recreation Center are asbestos containing. FHPRD will have the asbestos abated at the beginning of the LGRC shut down. A coordination meeting with FHPRD, McK, and the selected abatement contractor occurred Tuesday 7/19/22.
 - b. A safety walk of both facilities was conducted on 7/20 with McKinstry's safety professional, the mechanical subcontractor's safety professional, and FHPRD.
3. Key Dates/Schedule
 - Lighting:
 - Walks of the four remaining facilities occurred and material laydown was established.
 - Installation resumed Tue 7/19 at Edge Ice Arena.
 - Mechanical:
 - Another Shut Down Logistics meeting with the FHPRD team occurred on 6/30.
 - McKinstry and their subcontractors performed multiple site investigations to best prepare for the August shut down.
 - Pre-Test and Balance, Pre-Indoor Air Quality Testing, and disconnection for the LGRC heating water boiler have been scheduled for the first week of August.

- a. Controls Optimization & Continuous Commissioning: The kickoff meeting occurred 6/22.
- 4. Submittals
 - o All major mechanical equipment and lighting materials have been procured.
 - o The RRC Venting System and LGRC Penthouse Roof Access Ladder submittals were approved, and equipment is being procured.
 - o Only ancillary submittals remain.
- 5. Lighting
 - o The majority of the lighting upgrades are complete at the buildings below. Backordered materials and warranty materials are being closely tracked and installed when possible.
 - Meadows Golf Course
 - Foothills Golf Course
 - Clement Park
 - Maintenance Service Center
 - Schaeffer Athletic Fields
 - Exterior Lighting at:
 1. Peak Community Center
 2. Ridge Recreation Center
 3. Edge Ice Arena
 4. Lilley Gulch Recreation Center
 - Deer Creek Pool
 - Weaver Hollow Pool
 - Foothills Driving Range
 - o The use of project contingency for lighting changes to scope are being closely tracked and discussed.
 - o McKinstry will be replacing the 22 fixtures over the goal lines at Foothills Sports Arena with higher lumen fixtures to increase lighting output.
 - o Post Construction light level readings were taken at the Foothills Driving Range. McKinstry has proposed re-aiming the lights to make it easier to track the ball in flight.
 - o McKinstry is working on a potential dimming solution for the new fixtures over the ice rinks at Edge Ice Arena.
- 6. Mechanical
 - a. Signs providing more information to the patrons about the mechanical upgrades were provided to the District.
 - b. Crane Pick Plans and Laydown plans were provided and approved.
- 7. Future Milestone Project Activities
 - a. July: Re-start Lighting and Mechanical Investigations
 - b. August: Ridge Rec Center and Lilley Gulch Recreation Center Major Mechanical Upgrades and Lighting Continuation
 - c. September – January: Lighting Continuation and Controls Upgrades
 Foothills Parks & Recreation District/McKinstry
 Energy Performance Contract Phase 2
 June 2022 Update
- 8. Financial Information:
 - Budget: \$7,980,073
 - Funding: \$5,984,983 – COP, \$1,995,090 – 2002 Capital Budget
 - Expenses to Date: \$2,821,336.81
 - Budget Remaining: \$5,158,736.19
 - Scheduled Completion: January 2023
- 9. Safety

- a. Asbestos testing is complete. The heating water boiler and white vapor seal in the Lilley Gulch Recreation Center are asbestos containing. FHPRD will have the asbestos abated at the beginning of the LGRC shut down.

10. Key Dates/Schedule

- o Lighting:
 - Installation with a new subcontractor, Eco Engineering, is scheduled to resume in mid-July. A pre-construction meeting to discuss expectations will be scheduled for the last week of June.
 - McKinstry will be replacing the 22 fixtures over the goal lines at Foothills Sports Arena with higher lumen fixtures to increase lighting output.
 - Post Construction light level readings were taken at the Foothills Driving Range. McKinstry has proposed re-aiming the lights to make it easier to track the ball in flight.
- o Mechanical: McKinstry and their subcontractors performed multiple site investigations to best prepare for the August shut down.
- o Controls Optimization & Continuous Commissioning: A kick off meeting is scheduled 6/22 at 9:00AM.

11. Submittals

- o All major mechanical equipment and lighting materials have been procured.
- o An alternative lighting sensor was approved and ordered to replace the Lutron lighting sensors that are experiencing substantial delays nationwide.
- o Only ancillary submittals remain.

12. Lighting

- o The majority of the lighting upgrades are complete at the buildings below. Backordered materials and warranty materials are being closely tracked and installed when possible.
 - Meadows Golf Course
 - Foothills Golf Course
 - Clement Park
 - Maintenance Service Center
 - Schaeffer Athletic Fields
 - Exterior Lighting at:
 1. Peak Community Center
 2. Ridge Recreation Center
 3. Edge Ice Arena
 4. Lilley Gulch Recreation Center
 - Deer Creek Pool
 - Weaver Hollow Pool
 - Foothills Driving Range
- o The use of project contingency for lighting changes to scope are being closely tracked and discussed.

13. Future Milestone Project Activities

- a. July: Re-start Lighting
- b. August: Ridge Rec Center and Lilley Gulch Recreation Center Major Mechanical Upgrades and Lighting Continuation
- c. September – January: Controls Upgrades