

RECORD OF PROCEEDINGS

FOOTHILLS PARK & RECREATION DISTRICT REGULAR BOARD OF DIRECTORS MEETING

July 26, 2022

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.

- I. CALL TO ORDER: Director Meyer called the regular meeting to order at 6:09pm.
- 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: | Absent |
| Director Lodice: | Present |
| Director Trimble: | 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; 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 Lodice moved that the Foothills Board of Directors approve the July 26, 2022 agenda as submitted. Director Writz seconded the motion. Poll of the Board: Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

V. APPROVAL OF JUNE 28, 2022 MINUTES:

MOTION: Director Writz moved that the Foothills Board of Directors approve the minutes of the June 28, 2022 board meeting as submitted. Director Lodice seconded the motion. Poll of the Board: Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Part-time Scholarship Award Recipients

Ronald Hopp discussed there were 12 part-time and seasonal staff who took the time to apply for the scholarship, and five are being awarded. This was an initiative of the Board of Directors years ago. Mr. Hopp presented a certificate and check to Blake Kinney, Christian Montoya, Jaley Benedict, Katie Wickes, and

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Jakob Bauer. Director Meyer thanked the scholarship recipients for their time and service, and for what they do for the District. He expressed the District's success is directly attributable to everybody who works here.

VII. DECISION ITEMS:

VIII. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp pointed out that based upon the Colorado Department of Human Services, the District received \$1,225,000 in funding for licensed childcare facilities with the stipulation that we pass along some financial relief to families in Children's Programs. He indicated we began to disburse those funds in the form of credits to families on their accounts, and pointed out there have been many positive comments.

Red, White & You was very successful, Mr. Hopp discussed. The Marketing Department was the primary staff that put that on, and there is a contracted person that helps. There are also staff from the Parks Department, Arts Department, and many volunteers throughout the District to make it a successful event. Mr. Hopp acknowledged the community as well, about \$50,000 in sponsorships was raised. Mr. Hopp thanked everybody who was involved with that event.

Mr. Hopp reported the new Pickleball and tennis courts at Clement Park have opened. Right now it is first come, first served. We are going to be implementing a reservation process on some of the courts, Mr. Hopp discussed. He pointed out people are appreciating the opportunity to have dedicated Pickleball courts in the District.

Mr. Hopp called attention to the End of Summer BBQ. It is a good time and a way to thank summer staff, and they can bring their families.

Adding to the report, Mr. Hopp talked about Shakespeare in Clement Park this Friday and Saturday, and next Friday and Saturday at 7pm; "A Midsummer Night's Dream" at the amphitheater. He recognized that Mike Bielkiewicz is the lighting director and designer for that program.

In answer to Director Writz, Mr. Hopp elaborated on the Stanton Farms HOA meeting. There is a detention pond and a strip of land that the HOA owns and maintains. They were seeking advice on how to maintain it better, Mr. Hopp discussed.

IX. DISCUSSION ITEMS:

A. Finance Update

Dennis Weiner discussed the financial update through June 30th that is included in the meeting packets, and talked about highlights of the report. He discussed operating revenues, operating expenditures, net operating loss, non-operating revenue. Looking at the bottom line, net revenue through June 30th was better than the plan. Mr. Weiner indicated as the year continues to unfold financially, we anticipate operations will likely end in a favorable variance compared to budget. We expect to apply favorable variance that may be realized to offset the higher than originally expected cost of the Foothills Golf Course Clubhouse and the two Pool Reconstruction projects.

B. 2023 Budget Guidelines

Mr. Hopp explained the budget process will begin in early August and will culminate at the December board meeting. He outlined the budget process and pointed out that at the September meeting, the Board will be provided with preliminary numbers of what the 2023 budget would look like. At the October meeting, two of

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the major departments will provide overviews of their budgets; in November, two other departments will provide overviews of their budgets. In December, there will be a public hearing on the budget, adoption of the budget, certification of mill levy, and appropriation of funds. Mr. Hopp expressed we welcome feedback from the Board on anything, and prefer it happen before the December meeting because that meeting is the approval process.

Mr. Hopp went through 2023 budget guidelines as provided in the packet, and talked about the 15-year financial forecast that was provided to the Board. He pointed out the District had a mill levy increase in 2017 of 2.75 mills with a 9-year sunset. 2026 is the last year of that 2.75 mills. Looking at 2027, if that mill levy is not extended, the forecast shows a deficit. We are not talking about having a mill levy election yet, but we will need to do that, Mr. Hopp explained, perhaps 2024. If that doesn't get extended for another period of time or into perpetuity, the District will start to run into some issues financially. Mr. Hopp made clear the revenue projections are conservative and expenditures are conservative; after 2026 we will have less revenue generated by the mill levy.

Mr. Hopp reiterated details of the departmental budgets will be presented in October and November. If we need to make adjustments, staff ask that it happens in September, October or November. December will be the final consideration and approval.

C. Parks and Trails Projects Update

Colin Insley and Sean Kitners provided a Power Point presentation showing the 2021 parks currently under construction and where we are in the process for 2022. Mr. Insley detailed a list of all the parks the District has been working on through the 2017 mill levy process, and the five-year capital program between parks and trails and different sites throughout the District.

Sean Kitners presented an update on 2021 parks projects including Columbine Hills Park and Columbine Sports Park, Victory Park, Westfield Park, Westbury Greenbelt, Easton Regional Park. Mr. Insley provided an update on the Clement Park Tennis and Pickleball Court project, and Dutch Creek Trail.

Mr. Kitners detailed 2022 projects including Lakehurst Park, Jim Hoida Park, Willow Creek Park, Westbury Park, West Laurel Park, and Lakehurst West Park.

Mr. Kitners answered questions from the Board. There was discussion about addition of any dog parks. Mr. Hopp discussed there was a proposed location for a dog park in the past and that Board decided not to move forward at that time. He indicated there are locations where it could work, staff can bring it for the Board's consideration at some point in time.

D. Departmental Quarterly Reports

Dennis Weiner presented the Administration second quarter, 2022, update. Administration includes the various functions that support the operation of all programs and facilities throughout the District. It includes Marketing & Public Outreach and Executive Director Department, both of which Mr. Hopp directly oversees. It also includes Finance and Accounting, Human Resources, Information Technology. Mr. Weiner talked about the Administration financial performance and highlighted operational updates for Human Resources and Information Technology as provided in the packet.

Barb Butler provided an overview for Leisure Services which is comprised of two departments: Operations, which manages maintenance of the facilities, facility recreation centers, and the Aquatics department; Programming which is all the other programs that fall into recreational programming that include Arts, Children's Programs, Athletics, Ice Rink, Fieldhouse and Indoor Sports Arena, shelter rentals, field rentals,

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Splash Park, tennis and Pickleball rentals. Ms. Butler answered questions from the Board. She talked about financials for the department as a whole for the second quarter, 2022, and referred to highlights for the individual areas as provided in the packet. There was discussion about staffing in Children's Programs.

Tom Woodard provided an overview of the Golf department, and talked about financials for Foothills Golf Course and Meadows Golf Club for the second quarter, 2022 as provided in the packet. Mr. Woodard highlighted the new clubhouse at Foothills Golf Course. He mentioned staff are working with the Foothills Foundation and putting together the Foothills Foundation Golf Tournament. Mr. Woodard answered questions from the Board.

Mr. Insley gave an overview for the Parks, Planning & Construction department, and parks and trails that are maintained. Within Parks, Planning & Construction there is Administration, Park Planning, Urban Parks, Fleet Operations, Regional Parks, Clement Park. He reported financials for the second quarter, 2022, and referred to highlights for each departmental area as provided in the packet.

Mr. Hopp thanked the Marketing staff for all their hard work promoting the programs and facilities we have as outlined in the second quarter, 2022, report provided in the packet. He discussed the second quarter was devoted to Red, White & You and the many details associated with that. Mr. Hopp indicated that Marketing stays busy working with all the departments to provide promotions for everything going on. Mr. Hopp answered questions from the Board.

X. EXECUTIVE SESSION:

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

MOTION: Director Lodice moved that the Foothills Board of Directors move into Executive Session for the purpose of Contract Negotiations Regarding Jefferson County Open Space Property per 24-6-402(4)(e), Colorado Revised Statutes. Director Writz seconded the motion. Poll of the Board: Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

Director Meyer announced the Board will go into Executive Session, will go off of the Zoom meeting and not come back after the Executive Session. No official business will occur after Executive Session; the Board will come back to regular session to adjourn the meeting.

The regular meeting adjourned at 7:43pm. Executive Session started at 7:52pm and ended at 9:02pm. The regular meeting reconvened at 9:03pm.

XI. ADJOURNMENT:

The regular meeting was adjourned at 9:03pm. The next regular board meeting will be held at 6pm on Tuesday, August 23, 2022.

Submitted by: Richelle Riley, Recording Secretary