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**BOARD OF DIRECTORS MEETING**

November 8, 2022 – 6pm

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

**Zoom Option:**

You are invited to a Zoom webinar.

When: Nov 8, 2022 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 11/08/2022 Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_sGPb6qXAS1-xtFv5udzigg](https://us02web.zoom.us/webinar/register/WN_sGPb6qXAS1-xtFv5udzigg)

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 OCTOBER 25, 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.

- VII. DECISION ITEMS
  - A. Family and Medical Leave Insurance (FAMLI) - Frannie Masters
  - B. Prairie Dog Management Plan Update - Ronald Hopp
- VIII. EXECUTIVE DIRECTOR'S REPORT
- IX. DISCUSSION ITEMS
  - A. 2023 Proposed Budget
    - Administration - Dennis Weiner
    - Parks, Planning & Construction - Colin Insley
- X. ADJOURNMENT

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

# RECORD OF PROCEEDINGS

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

September 27, 2022

### Zoom Option

You are invited to a Zoom webinar.

When: Sep 27, 2022 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 9/27/2022 Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_si6xUBwOQC2L81DMYtl91w](https://us02web.zoom.us/webinar/register/WN_si6xUBwOQC2L81DMYtl91w)

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 6:02pm.
- 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 Lodice:	Present
Director Trimble:	Present
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; Derek Eberhardt, Director of Operations; 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 September 27, 2022 agenda as submitted. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

- V. APPROVAL OF AUGUST 23, 2022 MINUTES:

**MOTION:** Director Writz moved that the Foothills Board of Directors approve the minutes of the August 23, 2022 board meeting as submitted. Director Lodice seconded the motion. Poll of the Board: Director Bielkiewicz, abstain; Director Lodice, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

- VI. COMMUNITY COMMENTS:

Richard Backer and George Fivgas, Preserve at Weaver Creek, were in attendance and Mr. Fivgas addressed the Board. He requested that the District formally exclude their complex and all their 164 homeowners from any further property tax assessment beginning in 2023. Mr. Fivgas provided a thumb drive with information justifying their request. He gave the Board history about himself and talked about the exhibits on the thumb drive. The

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location of Preserve at Weaver Creek was pointed out on the District map. Mr. Fivgas explained the complex is being taxed by Foothills and also being taxed by City of Lakewood. Mr. Hopp discussed, historically, in 1999 there was a municipal exclusion where Foothills overlapped the City of Lakewood in addition to the unincorporated area. There was an exclusion process that eliminated the incorporated areas of Lakewood from the District. That complex at the time was unincorporated Jefferson County. Mr. Hopp explained it was in Foothills Park & Recreation District, owned by private property, and it was developed and annexed into the City of Lakewood. He pointed out it is no fault of the homeowners that they are in both places, and no fault of the District that they are in both places. There was discussion.

Paul Rufien discussed the legal process for exclusion. Mr. Hopp added that the Board would have to make a determination that it is in the best interest of, not only the property owners, but also of the District. Mr. Rufien can look at the information and advise the Board on next steps.

Melissa Hisst, District resident, addressed the Board. She said she generally rides her bicycle to work every day and goes through the Clement Park area. She said on September 13<sup>th</sup>, she noticed a couple of trucks and people pumping hoses into the ground and was informed that they were destroying the prairie dogs on an entire section of Clement Park. She thought there had to be approvals in order for this to happen. Ms. Hisst questioned what the processes would be to implement some kind of a change and discussed prairie dogs. She asked the Board to implement some kind of a change that would call for a Board vote in order to request an extermination process in each and every instance.

Director Meyer said the Board is aware and something they have talked about at board level previously. A Prairie Dog Management Plan was implemented several years ago. The Board at that time asked that it be a staff decision and didn't think all operational management issues needed to come to the Board.

Referring to the District map, Ms. Hisst pointed out that the location of the incident was at the Southwest corner closest to where the emergency room is. Mr. Hopp assured those are private properties and not part of Clement Park; those are owned by HCA Health One, LLC. Mr. Hopp said we had received another concerned email and he went out to the parcels, it is privately owned property, the District was not doing controls in that area at that time. Ms. Hisst asked is there a wildlife statute that can be addressed at a state level. Mr. Hopp explained that is controlled by Colorado Parks and Wildlife and is a completely different jurisdiction. Foothills is a local park and recreation entity. All matters related to relocation, permits are all done by Colorado Parks and Wildlife and Mr. Hopp offered contact information.

Director Writz expressed it might not be a bad idea for the board members to look at, making not only the Executive Director, but the Board aware of when some of these things are going to take place because it is found out on social media and through Nextdoor that this is happening in your backyard. She suggested to add it to the next agenda or talk about it at a later date. Director Writz discussed the email from Tina that was sent to the Board, and pointed out Ms. Hisst and Tina were saying the same thing. Ms. Hisst discussed embracing wildlife.

Mr. Hopp indicated it would be great if there was a Facebook post to make sure people are clear that that control was on private property, not on Foothills Park & Recreation property. There was discussion. Mr. Hopp made clear there are no controls between March and June, and can update the policy to reflect that. Director Writz asked to update it to notify board members when communication is being sent from HOAs. Mr. Hopp recognized that is philosophical for the Board to make a determination. It was determined to have it as a discussion item at the next meeting.

## VII. DECISION ITEMS:

### A. Colorado Parks & Wildlife Non-Motorized Trails Construction Grant Resolution

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Colin Insley explained there is information in the packet for a grant application through Colorado Parks and Wildlife, which is a CPW Non-Motorized Trails and Construction Grant for \$250,000. This would be used on the Dutch Creek Trail, Mr. Insley discussed the grant application. He explained that the grantors request a resolution from the Board indicating we would apply matching funds to the grant and build the project and be responsible for the project after completion. Mr. Insley provided facts about the trail, it will go from this side of Kipling to C470. Mr. Insley answered questions from the Board.

**MOTION:** Director Bielkiewicz moved that the Foothills Board of Directors approve Resolution No. 22-008 for the purpose of submitting a grant application to Colorado Parks and Wildlife's Non-Motorized Trails Construction Grant request in the amount of \$250,000 for funding to complete the Dutch Creek Regional Trail. Director Trimble seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Trimble, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

## B. Execution of Documents Related to Capital Projects Resolution

Referring to the memo provided, Mr. Hopp explained when the Board was asked to approve the Guaranteed Maximum Price and the construction contracts for the two pools and for the clubhouse project, it was not anticipated that there would be any other documents that would need execution. Staff have since found that with the pool projects, there are a variety of easements for utility lines and things like that that need to be executed. Mr. Hopp explained staff are asking whether it's an easement, intergovernmental agreement, exhibit or any other documents related to the two pool projects, the clubhouse project, and anticipation of the trail project, that he has the authorization to execute anything related to those capital projects. Paul Rufien helped develop the resolution and Mr. Hopp assured this does not alter any internal policies under which he and staff have to keep the Board fully apprised of all relevant matters and obtain all Board approvals as necessary. This says any easements, exhibits, IGAs and other related documents for those construction projects so we can keep them all moving. Mr. Hopp made clear it is not open ended for a future capital construction project at any of those locations. Mr. Hopp answered questions from the Board.

**MOTION:** Director Trimble moved that the Foothills Board of Directors approve Resolution No. 22-009 authorizing Ronald Hopp, Executive Director, to execute all pertinent documents necessary to further the District's public purposes associated with the capital construction projects at Sixth Avenue West Pool, Columbine West Park and Pool, the Foothills Golf Course Clubhouse and the Dutch Creek Trail Extension. Director Lodice seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, 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 extended congratulations to Preston Malcolm for passing his Network+ CompTIA certification.

Mr. Hopp recalled that there was an initial public library virtual public meeting on August 30<sup>th</sup>. It is posted on the Jefferson County website. The next one is tomorrow night. Tom Hoby would like to present the findings at our October board meeting.

Mr. Hopp extended congratulations to Children's Programs, they applied for a grant for \$143,000 from the stimulus funded Health and Mental Health Grant. We received funding earlier this year that has benefited not only the District, but users of our facilities as well.

The Board was provided an outline of all of the outreach that we have done with Xcel Energy because Xcel Energy has caused our clubhouse project to come to a halt, Mr. Hopp discussed. He said we do believe we can get the clubhouse torn down, hoping to happen the first part of October. We are in conversation now about what we

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do next because the switch box that Xcel has to move is in the middle of the footprint of the clubhouse. Mr. Hopp discussed trying to minimize the expense associated with the delays. He pointed out we were hoping to be coming out of the ground before winter, now it appears we may be starting the project in the winter so winterization costs will be impacted.

Todd Goulding was on the call to elaborate and he provided an update on the project. He said they are ready to demo and bring the building down to subgrade. He discussed options regarding movement of the Xcel switch that sits in the middle of the new clubhouse. Right now, we have not seen a design from Xcel, Mr. Goulding discussed. Our contractor, Adolfsen and Peterson is working up an option for us to continue moving forward, he explained, they would build the building in phases. Mr. Hopp recognized we are at a stand-still because of that. It will add cost, but we are at the mercy of Xcel.

Mr. Hopp provided an update on discussion with Mile High BMX representatives.

Frannie Masters discussed the New Supervisor Training. As part of the grant application, we proposed that it would be new supervisor training but we do plan to allow other supervisors to attend as well, and also people who are high potential and not in supervisor positions currently.

## IX. DISCUSSION ITEMS:

### A. 2023 Proposed Budget Estimates

Referring to the memo provided, Mr. Hopp said that in accordance with Colorado Revised Statutes 29-1-105 and 106, we are required to submit the 2023 budget estimates to the governing board by October 15, 2022, so staff are providing estimated revenues and expenditures for 2023. Mr. Hopp said the budget will be available for public inspection after the Board receives and reviews the information starting September 28, 2022. He reminded that there will be meetings over October, November and December. The hearing for final adoption of the budget in December will be published in the Jeffco Transcript. The minutes need to reflect that the Board received the summary document containing budget estimates for 2023 that's included in the packet on September 27, 2022 in compliance with the Colorado Revised Statutes.

Mr. Hopp said at the October meeting there will be an overview of the overall budget, the Golf and Leisure Services departments will provide more detailed information about their budgets. At the November meeting, Parks and Administration will provide more detailed information about their budgets. On December 13<sup>th</sup>, the Board will be asked to consider the final budget along with resolutions for Adoption of the Budget, Appropriation of Funds, and Certification of Mill Levies which has to be submitted to the county by December 15<sup>th</sup>. Mr. Hopp reiterated if there are concerns or things to be changed, October or November would be the time to bring it up. In December, the budget will be packaged for Board approval and it would be difficult to make changes at that time.

Mr. Hopp gave highlights of the numbers. At this point in time there are some fairly significant estimates for items which are not finalized, they will be updated as we go through, he discussed, and detailed line items.

For the record, Mr. Hopp stated that estimated revenues are \$33,766,354 and estimated expenditures are \$33,766,354; a balanced budget for 2023, and presented to the Board September 27, 2022. He reminded that capital, salaries, operational expenses and revenues will be presented over the next two months by the various departments in much greater detail.

Mr. Hopp questioned if we are tracking okay with salaries, as far as part-time and full-time. Director Trimble expressed we have to start competing to get quality people, right now it's challenging in any industry. We will

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find out if we are tracking in the right direction if we can hire the people we need. Director Bielkiewicz agreed, this is a good start.

## B. Finance Update

Dennis Weiner discussed the financial update through August 31<sup>st</sup> as included in the meeting packets, and talked about highlights of the report. He discussed operating revenues, operating expenditures, net operating loss, non-operating revenue. As a result of all of the financial activity through August 31<sup>st</sup>, net revenues are better than the plan.

## C. Family and Medical Leave Insurance (FAMLI) Presentation

Using PowerPoint, Frannie Masters reviewed what the new Family and Medical Leave Insurance (FAMLI) program is, potential cost to the District, and what the District's options are as local government. She detailed the estimated cost to the District, employee eligibility, benefits. Ms. Masters answered questions from the Board.

Ms. Masters explained the three options available to the District are to opt in and participate in the program, decline all participation, decline employer participation but facilitate employee participation. She clarified with the first option, the Board does not have to vote, and with the second two options the Board does have to vote to decline. Ms. Masters talked about the timeline to opt in or out of the program. She discussed what the District currently offers employees.

Ms. Masters discussed a survey done with full-time staff that asked employees to rate their preference for the three options available to the District. There was discussion and questions were answered. Ms. Masters showed what other agencies have decided.

Ms. Masters reiterated if the decision were to opt in, no action would be required from the Board. If the other two options are considered, we'll provide notice to employees and have a vote occur at a future board meeting, and communicate the outcome within 30 days. She explained the program would run concurrently with FMLA. There was discussion. It was decided to get more feedback from employees, and the Board vote on it either way. It will be a decision item at a future board meeting. Discussion ensued.

Dennis Weiner clarified that if the District opts out of the program entirely, employees still have the option to go and opt in independent of the District. If we go middle of the road, we will have all the administrative burden. He suggested to opt totally out or opt in, and would prefer not to have this additional financial hit to the District.

## X. ADJOURNMENT:

The regular meeting was adjourned at 7:51pm. The next regular board meeting will be held at 6pm on Tuesday, October 25, 2022.

Submitted by: Richelle Riley, Recording Secretary



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**DATE:** November 8, 2022  
**MEMO TO:** Foothills Board of Directors  
**FROM:** Frannie Masters, Human Resources Manager  
**SUBJECT:** Family and Medical Leave Insurance (FAMLI)

Colorado voters approved a ballot initiative Proposition 118 Paid Family & Medical Leave in 2020. As a result, a new division of the Colorado Department of Labor & Employment (“CDLE”) has been established; Division of Family and Medical Leave Insurance (“FAMLI”). CDLE/Division of FAMLI will not begin accepting claims until 2024 but the tax withholdings begin at the start of 2023. There is an option for local governments to opt out of this program by vote of the Board of Directors.

There will be a presentation summarizing the information that was presented at the September board meeting. Additionally, new information about other local government participation opt-in/out decisions and newly collected information from employees will be presented. The Board indicated at the September meeting that they would like to vote to consider opting out. Following the presentation, the topic will be open for discussion and public comment.

Following the open discussion and public comment, if the Board wants to continue with a vote, they are asked to make a motion for whichever of the two options below they prefer:

Opt out:

**MOTION:** I move that the Foothills Board of Directors approve Resolution No. 22-010 to opt-out of FAMLI program participation entirely including not facilitating/withholding premiums and not submitting employee contributions as discussed.

Opt out and District facilitate:

**MOTION:** I move that the Foothills Board of Directors approve Resolution No. 22-010 to opt-out of employer participation of the FAMLI program but the District will facilitate/withhold premiums and submit employee contributions as discussed.

**A RESOLUTION DECLINING ANY AND ALL PARTICIPATION IN THE COLORADO PAID FAMILY AND MEDICAL LEAVE INSURANCE PROGRAM**

**WHEREAS**, in November of 2020, Colorado voters approved Proposition 118, codified in Part 5, Article 13.3 of Title 8, Colorado Revised Statutes (C.R.S.), establishing the Family and Medical Leave Insurance (“FAMLI”) Program, a state insurance plan providing paid leave for Colorado workers during certain life circumstances; and

**WHEREAS**, under the FAMLI Program, employers and their employees are both responsible for funding the program and may split the cost 50/50; the premiums are set at 0.9% of the employee’s wage, with 0.45% paid by the employer and 0.45% paid by the employee; and

**WHEREAS**, the premiums required for FAMLI will be collected starting January 1, 2023, and benefits will begin January 1, 2024; and

**WHEREAS**, as a local government as defined by C.R.S. §§ 8-13.3-503(14) and 29-1-304.5(3)(b), Foothills Park & Recreation District (“*District*”) may decline to participate in FAMLI following a public meeting and vote of its governing body pursuant to C.R.S. § 8-13.3-522; and

The District declines or opt-outs entirely – no facilitating/withholding premiums and submitting employee contributions. **WHEREAS**, should the District decline to participate in FAMLI, its employees will still have the option to participate in the program and remit premiums to the State;

**WHEREAS**, at a public meeting held November 8, 2022, the Board of Directors held a public meeting on the decision whether to participate in FAMLI; and

**NOW, THEREFORE**, be it resolved by the board of directors of the district as follows:

1. The Board of Directors finds and determines that, with regard to the public meeting on the decision of whether to decline participation in FAMLI, notice was given and the meeting was conducted in accordance with the regulations adopted by the Colorado Department of Labor and Employment and codified at 7 CCR 1107-2.
2. The District declines or opt-outs entirely – no facilitating/withholding premiums and submitting employee contributions. The Board of Directors, acting by and on behalf of the District, declines any and all participation in the FAMLI Program.
3. The Board of Directors further directs its staff to bring the matter of revisiting the decision to decline participation in FAMLI before a future Board by no later than eight years from the date of the vote on this Resolution 2022-010.

Adopted this 8<sup>th</sup> day of November, 2022 by the Foothills Board of Directors.

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William Meyer, Chair

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Gina Writz, Secretary

**RESOLUTION DECLINING PARTICIPATION AS AN EMPLOYER BUT WILL FACILITATE EMPLOYEE PREMIUMS PARTICIPATION IN THE COLORADO PAID FAMILY AND MEDICAL LEAVE INSURANCE PROGRAM**

**WHEREAS**, in November of 2020, Colorado voters approved Proposition 118, codified in Part 5, Article 13.3 of Title 8, Colorado Revised Statutes (C.R.S.), establishing the Family and Medical Leave Insurance (“FAMLI”) Program, a state insurance plan providing paid leave for Colorado workers during certain life circumstances; and

**WHEREAS**, under the FAMLI Program, employers and their employees are both responsible for funding the program and may split the cost 50/50; the premiums are set at 0.9% of the employee’s wage, with 0.45% paid by the employer and 0.45% paid by the employee; and

**WHEREAS**, the premiums required for FAMLI will be collected starting January 1, 2023, and benefits will begin January 1, 2024; and

**WHEREAS**, as a local government as defined by C.R.S. §§ 8-13.3-503(14) and 29-1-304.5(3)(b), Foothills Park & Recreation District (“District”) may decline to participate in FAMLI following a public meeting and vote of its governing body pursuant to C.R.S. § 8-13.3-522; and

The District declines employer participation – but will facilitate/withhold premiums and submit employee contributions **WHEREAS**, should the District decline participation in the FAMLI Program as an employer and the statutory provisions of the FAMLI Program will not apply, the District may facilitate the premiums for any of its employees choosing to participate individually in the FAMLI Program; and

**WHEREAS**, at a public meeting held November 8, 2022, the Board of Directors held a public meeting on the decision whether to participate in FAMLI; and

**NOW, THEREFORE**, be it resolved by the foothills board of directors as follows:

1. The Board of Directors finds and determines that, with regard to the public meeting on the decision of whether to decline participation in FAMLI, notice was given and the meeting was conducted in accordance with the regulations adopted by the Colorado Department of Labor and Employment and codified at 7 CCR 1107-2.  
The District declines employer participation – but will facilitate/withhold premiums and submit employee contributions. The Board of Directors, acting by and on behalf of the District, declines participation in the FAMLI Program as an employer, but will collect and remit employee premiums to the State for those employees who elect coverage under FAMLI.

2. The Board of Directors further directs its staff to bring the matter of revisiting the decision to decline participation in FAMLI before a future Board by no later than eight years from the date of the vote on this Resolution 22-010.

Adopted this 8<sup>th</sup> day of November, 2022 by the Foothills Board of Directors.

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William Meyer, Chair

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Gina Writz, Secretary



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## **NOTICE TO EMPLOYEES**

### **BOARD OF DIRECTORS VOTE DECIDING PARTICIPATION IN THE PAID FAMILY AND MEDICAL LEAVE INSURANCE PROGRAM**

In November 2020, Colorado voters approved Proposition 118 creating a state-run paid family & medical leave insurance program. A new division of the Colorado Department of Labor & Employment (“CDLE”) has been established to administer the program; Division of Family and Medical Leave Insurance (“FAMLI”). Although the FAMLI program is mandatory for private businesses, local governments including special districts such as the Foothills Park & Recreation District (“Foothills”) have the ability to choose whether to participate in FAMLI or not.

Notice is hereby given to all employees that at its regularly scheduled November meeting, the Foothills Board of Directors will determine whether to participate in FAMLI or not. A majority of a quorum of the Board of Directors must vote to decide whether the District will opt in or opt out of the program. Please see meeting details below.

**Board of Directors Meeting  
November 8<sup>th</sup> at 6:00pm  
Peak Community & Wellness Center**

Should you have any thoughts on the program, whether or not the District should participate or any information you would like the members of the Board of Directors to consider, you are invited to attend and provide public comments during the meeting. If you are unable to attend or do not want to speak publicly, you are encouraged to send your thoughts/comments to either of the below listed contacts via email. If you would like to submit comments anonymously, written comments can be sent via interoffice mail or dropped off in a sealed envelope without any identifying information at the Peak Wellness & Community Center. All comments will be provided to the Board of Directors.

Frannie Masters, Human Resources Manager  
[fmasters@fhprd.org](mailto:fmasters@fhprd.org)

Ronald Hopp, Executive Director  
[rhopp@fhprd.org](mailto:rhopp@fhprd.org)

Additionally, you are invited to attend an informational All Staff Meeting where additional details about the FAMLI program will be presented. Human Resources and District management will also be available to answer any questions you may have about the program.

**All Staff Meeting  
October 17<sup>th</sup> at 9am  
Peak Community & Wellness Center**

### **FAMILY AND MEDICAL LEAVE INSURANCE PROGRAM (FAMLI)**

Under the FAMLI Program, all eligible employees who receive compensation at or above \$2,500 annually, can take up to 12 weeks annually of paid aggregate family or medical leave for the following qualifying reasons: to care for a new child, care for their own health or for a family member, take emergency leave or safe leave, and

for pregnancy and childbirth complications. Contributions to the FAML I Division will begin on January 1, 2023, while benefits for employees will become available on January 1, 2024.

Employers who opt into the program must submit premiums to the state on behalf of their employees through a payroll tax split evenly between employers and employees with the premiums initially set at 0.9%, and eventually capped at 1.2%, of the employee's annual wages.

**What the FAML I Program Requires:**

- 12 weeks of paid aggregate family or medical leave.
- During their leave, based on their weekly earnings employees will receive up to 90% of their taxable wages.
- Benefits are capped at \$1,100 per week.
- Employee/Employer pay 0.45% each of the employee's annual wages to the FAML I Division as an insurance premium, deducted from the employee's paychecks.
- FMLA Leave will run concurrently with the program.

**EMPLOYEES MAY OPT-IN**

If Foothills votes to opt out of the FAML I Program, an employee may individually opt into the program by contacting the FAML I Division at [CDLE FAML I info@state.co.us](mailto:CDLE_FAML I_info@state.co.us).

Additional information about the FAML I program can be obtained at the following webpage:  
<https://famli.colorado.gov/>

Board of Directors					
William Meyer <i>Chair</i>	Michael Bielkiewicz <i>First Vice Chair</i>	Ali Lodice <i>Second Vice Chair</i>	Phillip Trimble <i>Treasurer</i>	Gina M. Writz <i>Secretary</i>	Ronald Hopp <i>Executive Director</i>

6612 South Ward Street Littleton, Colorado 80127 303.409.2100 Fax 303.409.2140 [www.ifoohills.org](http://www.ifoohills.org)



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**DATE:** November 8, 2022

**MEMO TO:** Foothills Board of Directors

**FROM:** Ronald Hopp, Executive Director

**SUBJECT:** Prairie Dog Management Plan

Some requests were made by members of the public to consider making some revisions to the District's Prairie Dog Management Plan. As a result of these suggestions, the Board of Directors asked for this item to be placed on the October 25, 2022 agenda as a discussion item. At that meeting, a discussion ensued on the plan and staff was asked to bring back a recommendation for changes to the plan based upon the discussion.

A redlined version of the Prairie Dog Management Plan is attached as a recommendation for the Board's consideration.

**FOOTHILLS PARK & RECREATION DISTRICT**  
**PRAIRIE DOG MANAGEMENT PLAN**

**PURPOSE AND INTENT**

The Foothills Board of Directors recognizes that prairie dogs exist on our properties through-out the District. The Board adopts a prairie dog management plan to ensure existing prairie dog habitats are managed while allowing for community, facility users and infrastructure, safe use of parks, trails and open lands.

Migration of prairie dogs onto golf courses, irrigated turf, trails (active and passive recreation areas) or neighboring properties, raises several safety and health related issues. Prairie dogs cause considerable turf and tree root damage at our golf courses and park sites. The burrow holes interfere with play on golf courses, athletic fields and open play areas and undermine trails. Severe health questions arise due to disease carrying fleas that may jump to domestic animals, wild animals (rabbits, squirrels, coyotes, etc.) or human beings passing through prairie dog colony boundaries.

The District finds that a comprehensive prairie dog management plan will preserve the critical balance between wildlife habitat and activities within or near, golf courses, parks, trails and open lands. The purpose and intent of this policy is to protect the public health, safety and general welfare of all the District residents and properties.

**ENVIRONMENTAL CRITERIA AND MANAGEMENT PLAN**

There are three types of prairie dogs in the State of Colorado, but the black-tailed prairie dog is the only species that occupies lands within the District. Prairie dogs are burrowing rodents that form colonies of between 8 to 35 dogs per acre. Prairie dog colonies do not thrive in tall grasses as the dogs tend to congregate in areas where grazing animals keep the grasses less than 12 inches tall, or where mowing practices provide open views of potential predators.

Prairie dog habitats exist primarily within native grass areas in the District. It is the intent of this management plan to manage those habitats and minimize conflict caused by public use of those areas; however, these areas may require differing types of management depending on the site and encroachment of the colony onto District golf courses, parks, trails or reservoir infrastructure and properties.

For those instances where prairie dog management is required, there are currently several generally accepted methods of prairie dog management in Colorado: natural vegetative barriers, raptor poles, fumigation, carbon monoxide and relocation. Any one or multiple types of management may be used on any park site, golf course or trail. Prairie dog relocation efforts will not be allowed on District owned, managed, or on contiguous properties. Shooting, poison grain baits, explosive devices, buried barriers, and fencing are not acceptable-control methods as part of this management plan.

## **PROGRAM CRITERIA**

The prairie dog management plan for Foothills Park & Recreation District shall include the following guidelines. Each management situation shall be treated individually and one or more of these guidelines may apply in each case.

- Prairie dog colonies that remain within the boundaries of native grass or non-irrigated park or golf courses areas shall be evaluated and managed on a site by site basis. Existing prairie dog colonies will be removed by whatever method the District determines is needed from any site the District has determined will be used for improvement or new development.
- If it is deemed by District staff as a safety issue or damage to bike/pedestrian trail by undermining, a buffer of 50 feet on either side of a bike/pedestrian trail will be controlled by method of fumigation or carbon monoxide treatment to protect the trail and the safety of trail users.
- Prairie dogs do migrate to new areas from neighboring properties or colonies. Prairie dogs will be controlled on any District properties or portions of properties that previously had no prairie dogs on site.
- Any District reservoir dam must be protected from prairie dog burrows caused by prairie dogs. If prairie dogs are on or within 200 feet of any district dam, they will be removed by whatever the method the District determines is needed.
- If the prairie dogs or colony boundaries migrate onto irrigated turf or play areas, Foothills shall use any combination of native grasses, dense planting of vegetation, fumigation or carbon monoxide to attempt to restrict the migration of colonies. Native grasses will remain un-mowed in known prairie dog habitats throughout the growing season, which results in a potential grass height of 12 to 30 inches. Dense planting of vegetation will be used where growth of native grasses is not practical or where suburban development patterns prohibit the growth of native grasses. District staff will still mow a 3ft. strip along trails as part of normal maintenance practices.
- The preferred method of restricting colony migration shall be natural barriers; such as native grass or vegetation, however, fumigant or carbon monoxide control may be necessary, depending on the site and encroachment of the colony onto park, trail, open space, reservoir or golf infrastructure. Fencing or man-made barriers may be considered if cost effective, un-obtrusive and determined by staff to have the potential of being effective.
- Existing sites may be treated or controlled to maintain appropriate densities of 8 to 35 prairie dogs per acre.
- Fumigation or carbon monoxide shall be used in those instances where natural barriers are not keeping prairie dogs out of irrigated turf or play areas.

- Fumigation or carbon monoxide treatments shall be applied by District staff or a licensed chemical applicator and may be used more than once to achieve desired results. All federal, state and local laws will apply for use of fumigants. When feasible, the District will make its best efforts to not conduct mitigation during the months of March, April, May, and June which are the months of prairie dog breeding and emerging.
- Appropriate management methods shall be implemented in cases where prairie dogs are migrating from District property onto residential, school, commercial or other public agency properties. As determined by District staff, a 50 foot buffer will be established on District property near neighboring commercial, residential and public property. Should the local Homeowners Association (HOA), Civic Association, Metro District, commercial management, school district or other public agency request prairie dog control on District property, that association or agency must provide the District a written statement requesting Foothills to implement appropriate prairie dog management measures. If an HOA or volunteer HOA does not exist or vacant property, a petition must be signed by the property owner or all property owners that are adjacent to the open space or District property from that subdivision. If different subdivisions cannot agree on a request to manage the site, the District will decide what type of management practice will be used if any. The District recognizes that prairie dogs have advocates and detractors. If necessary, the District may elect to consult with either groups of individuals to assist with the deliberation process of how to manage a particular colony or area.
- Relocation of prairie dogs to property not owned or leased by the District may be done with proper approvals from the District and any required federal, state and local permits. The District may determine a relocation is necessary to manage specific sites and may seek assistance from volunteer groups to assist with the relocation efforts. Volunteer groups may also request to relocate prairie dogs from District properties. Any volunteer group that approaches District staff and is subsequently granted permission to relocate prairie dogs will be given time constraints to relocate them and all of the relocation related activities must be completed at no cost to the District. As part of the approval process from the District, the volunteer group will be required to sign a legal agreement that will include a liability waiver. The District may consider participating financially to assist with the relocation effort, but will not provide any financial support that exceeds the amount that would be expended to mitigate the prairie dogs with control measures.
- If staff observe that a prairie dog colony has suddenly died out, it will call the Jefferson County Health Department to alert officials.

## **MAINTENANCE PRACTICES**

It is the intent of this plan to manage prairie dog habitat, where appropriate as evaluated by District staff, within native grass areas of the District. Foothills staff shall use all appropriate wildlife management practices to ensure our goals are met.

The Foothills Parks Maintenance and Golf Course Maintenance staff shall be responsible for implementation and ongoing maintenance practices outlined within this policy. If necessary, Foothills staff will consult with local government agencies, the Colorado Division of Wildlife, and if warranted due to concerns about disease, the Colorado Department of Health and Environment.



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** November 8, 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>
Darren Blair	Youth and Middle School Sports
Nicole Emery	Edge Ice Arena
Alexander Estes	Children's Programs Admin
Brooke Hilgers	Youth and Middle School Sports
Brendan Murphy	Meadows Pro Shop & Operations
Christine Toth	Sports Specialty Programming
Ellena Yelic	Edge Ice Arena

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

Since February 11, 2022, 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.

Sean Kitners, Kevin Wilks, Colin Insley and I sat in on a virtual town hall with Jefferson County and their traffic consultants on October 26. The County is proposing to install a pedestrian crossing with flashing lights at the intersection of W. Coal Mine Avenue and S. Van Gordon Way. The intersection is just north east of the Peak ballfields.

Foothills was among the 89 exhibitors at the Jeffco Public Schools Career Expo. Multiple departments including Human Resources, Athletics, Children's Programs, Parks and Aquatics participated and represented their respective departments with interactive and educational information and activities for

all 10<sup>th</sup> graders across Jefferson County. There were 31 local high schools represented and 3000+ students in attendance. The event was an opportunity for students to speak with industry and post-secondary education professionals about a wide variety of careers and learn about work-based learning opportunities and jobs. We hope we inspired some future parks and recreation professionals! Thank you to Laura Rochio, Sarah McAfee, Brandan Glader, Phil Galbraith, Kelly Burggraaf, Tawnee Buhler, Mary Clouse and Carrie Oltmanns for representing the District and all their hard work preparing interactive activities for the many students!!



Pickleball has been going gang busters since the courts opened. They are consistently packed in the morning and evening hours for public play. In addition to that, we have offered many classes including: Learn to Play, Beginner Skills & Drills, Intermediate Skills & Drills, and Rookie Dinks Mixers. Nearly every class has been full and we have had wait lists for several classes. In addition to that, we contracted with Mark Chomko to be our Pickleball Pro. He has been offering Professional Closed Group and Private Instruction. We have had over 20 groups already sign up to take advantage of that offering. Lastly, we were able to offer a couple of fun events during the month of October. We offered a Draw Event on October 9<sup>th</sup> for both beginners and intermediate players. We also held a Halloween Draw event for both levels on Halloween weekend. All of those events were filled to capacity staff were able to showcase other class offerings we have to onlookers there to play on the open courts. We look forward to growing this bigger in 2023 with League offerings, holding of tournaments, offering players that ability to get their skill level rated, and adding additional classes for youth and adults.

I attended a meeting with Colin Insley, Sean Kitners, Dean Pearson of Architerra, and Jefferson County. The meeting was to gain Information regarding the type of permitting and scope the County will require for the Dutch Creek Trail project.

The Youth Sports Division is pleased to announce that we have secured a sponsorship contract with Dicks Sporting Goods. We applied for this sponsorship in early October and it was approved recently which is exciting for our programs! We will be given a total of \$1,000 in cash to use at Dick's in addition to an online credit of \$250 for their "Equipment Room." Specific areas that we will be able to use this for are new sports balls, cones, and official's equipment like whistles and other accessories that improve our sports programs. We will also be able to provide three in-store shop days throughout the year with exclusive Foothills discounts. These shop days will help out brand new parents to sports leagues and establish a positive youth sports presence in the Foothills area.

We have locked in two Denver Nuggets American flag opportunities! Basically, it is a ticket sale and small fundraiser for Foothills. 40 kids chosen at random with the ticketing link we sent out will get to hold the American Flag pregame for the national anthem. We have a December and a February date locked in. \$5 for each ticket will come back to Foothills.

BOO-rific Bash & Splash was held on Friday, October 28 and was a smashing success! We had 383 children and welcomed more than 1,200 people in total to Ridge Recreation Center, a big jump in numbers from last year.

Check out the BOO-rific photo album on Facebook - <https://www.facebook.com/media/set?vanity=FHPRD&set=a.837756047560925>.

There is a long list of people to thank for making the event such a success.

- Kelly, Belinda, Roni, Derek and the whole Facilities team!
- The whole Aquatics team!
- Tory, Kate and Jacqueline on the Marketing team for planning, running and marketing the event!
- Staff volunteers Barb Starkey, Henrietta Petersen and Lou Ann Sullivan!
- All of our community volunteers!
- All of our community sponsors and vendors!

Looking forward to next year's BOO-rific, October 27, 2023 ☺

This holiday season we are happy to be teaming up with The Action Center and CASA (Court Appointed Special Advocates for Children) of Jefferson & Gilpin County to support those in our local community who are in need. The Action Center discontinued their Holiday Gift Shoppe and no longer accepts toy donations, therefore toy donations will be donated to CASA and food to the Action Center. Please look for the blue donation bins at all facilities to place non-perishable, non-expired food items for the Holiday Food Drive benefitting The Action Center, as well as, new, unwrapped toys for children in the CASA of Jefferson and Gilpin County Program.

The Foothills Theatre Company presented *Greater Tuna* on November 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> and was enjoyed by many! If you were not able to attend this past weekend, there are performances on the 11<sup>th</sup> and 12<sup>th</sup>. If you are interested in attending, please email Regina Smith for your ticket [reginas@fhprd.org](mailto:reginas@fhprd.org). This long-running off-Broadway hit features two actors creating the entire population of Tuna, Texas in a *tour de farce* of quick-change artistry, changing costumes and characterizations. Two actors, 20 characters, and a barrel of laughs. This satirical play is rated the equivalent of PG-13.

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.

It is too early in the month to have the final financial update for October. It will be included in the next board packet.

The December board meeting is the second Tuesday of the month, December 13<sup>th</sup>.





Foothills Park & Recreation District  
is proud to support

# Holiday Food & Toy Drive

## NOV 7 – DEC 5, 2022

Donations will benefit:

the  
**ACT!ONCENTER**  
COMMUNITY • COMPASSION • CONNECTION

and



**CASA**  
Court Appointed Special Advocates  
**FOR CHILDREN**  
JEFFERSON AND GILPIN COUNTIES

All non-perishable food donations gladly accepted!

### CONSIDER STAPLES LIKE:

- Cereal
- Rice
- Beans
- Hearty Soups
- Pasta & Sauce
- Peanut Butter
- Canned Protein

**PLEASE NO EXPIRED FOODS!**

NEW & UNWRAPPED toys for children 0-12 years will be donated to CASA of Jefferson & Gilpin Counties Toy Drive.

### TOYS NEEDED INCLUDE:

- Baby Dolls of various races
- Science Kits
- Headphones
- Arts & Crafts Kits
- Scooters
- Skateboards
- Legos/Mega Blocks
- Bikes
- Remote Control toys
- Make-up Kits
- Helmets
- & More!

Look for the donation bins located at the entries of the following Foothills District donation locations:

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

Ridge Recreation Center, 6613 S. Ward St., Littleton

Edge Ice Arena, 6623 S. Ward St., Littleton

Lilley Gulch Recreation Center, 6147 S. Holland Way, Littleton

Clement Park Sports Office, 7306 W. Bowles, Littleton

Meadows Golf Club, 7007 Meadows Golf Club Drive, Littleton

Foothills Golf Course, 3901 S. Carr St., Denver

Foothills Sports Arena, 3608 S. Kipling Pkwy., Denver

Foothills Fieldhouse, 3606 S. Independence St., Denver

# Thank you for your donation!



**Foothills**  
Park & Recreation District



Creating Community, Enhancing Health, Inspiring Play since 1959

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**DATE:** November 8, 2022  
**MEMO TO:** Foothills Board of Directors  
**FROM:** Ronald Hopp, Executive Director  
**SUBJECT:** Capital Projects Report through October 31, 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: \$1,916,876  
Budget Remaining: \$9,308  
Scheduled Completion: Spring 2022

#### Westfield Park

- Project Completed

#### Victory Park

- Project Completed

#### Westbury Greenbelt

- Project Completed

#### 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: \$97,479  
Budget Remaining: \$ 1,952,539  
Scheduled Completion: Spring 2023

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

- Staff received results of a survey sent to residents to determine final plan
- Permitting and construction documents (CD) underway (10%)
- 2023 projected construction schedule

#### West Laurel Park

- A community survey was completed 4/1/22-4/15/22
- CD in process (50%)
- 2023 projected construction schedule

#### Jim Hoida Memorial Park

- CD in process (50%)
- 2023 projected construction schedule

Willow Creek Park

- CD in process (50%)
- 2023 projected construction schedule

Westbury Park

- Cost estimate and concept completed
- Concept shared with community on Zoom Oct. 18,2022
- Community Survey May 11-25, 2022
- DD in process
- 2023 projected construction schedule

Columbine West Park

- Included in Columbine West Pool Project

Lakehurst West Park

- Cost estimate and concept completed
- CD complete
- Early 2023 Construction

Easton Regional Park

Budget: \$1,150,000

Expenses to Date: \$64,468

Budget Remaining: \$1,085,531

- Under contract with Architerra for construction documents.
- Design development and construction documents at 25%

Bellevue Acres Park

Budget: \$266,000

Funding: \$96,000 (Tap only) - SB35 Development Funds, 2022 Capital Funding

Expenses to Date: \$58,125

Budget Remaining: \$37,875

- Completed

Clement Park Tennis and Pickleball Court Complex

Budget: \$2,428,702 – SB 35 Development Funds, 2022 Capital funding

Expenses to date: \$2,397,286

Funding: District Capital Budget/SB-35 Funds

Budget Remaining: \$31,415

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 Gran

Expenses to Date: \$88,137

Budget Remaining \$3,633,087

Phase 1 Design Completion: March 2022

- Met with Jefferson County to determine permitting requirements
- Contract for Design Development and Construction Drawings Approved.
- Survey Completed

## **Leisure Services**

### Ice Resurfacers for Edge

Budget: \$155,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$155,000

Scheduled Completion: June 2022

- The 2<sup>nd</sup> Ice Resurfacers have 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 2<sup>nd</sup> Zamboni for the Edge Ice Arena. This quote includes the trade-in of the existing ice resurfacers.
- The ice resurfacers are on order and we have been given January 23, 2023 as the projected ship date.

### 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
- Elliptical has been received and installed
- Cardio pieces received in October; 7 pieces to be received

#### Ridge Outdoor Sprayground

Budget: \$450,871  
Funding: Mill Levy  
Expenses to Date: \$439,197.34

Budget Remaining: \$11,673.66

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
- Landscape refurbishment complete
- Completing project close-out

#### Outdoor Pool Refurbishments

Columbine and 6<sup>th</sup> West Pool Combined Estimate: \$13,235,000

Funding: District Capital Project Budget

Expenses to Date: \$2,526,998.76

Budget Remaining: \$10,708,001.24

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 6<sup>th</sup> Avenue West and Columbine West Pools concepts to assist in guiding the conceptual design process.
- Finalized conceptual design and surveyed stakeholders for each pool.
- Planning for repairs at each site to open for summer 2022.
- Preparing RFP's for CM/GC services
- 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
- GMP presented to the Board 6/28/2022
- Various county permits under review through planning and zoning and AHJ's
- FCI has mobilized on both sites; demo to begin this week

- Abatement of Columbine West bathhouse completed 9/20/2022; air sampling sent to CDPHE
- Sandblasting of pools at Columbine in process
- Received grading permit and excavation in process at both sites; building permit in process

## **Golf**

### Foothills Golf Course – 10<sup>th</sup> 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: October 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:

- 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 18<sup>th</sup>
  - 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 is complete

- The GMP was submitted and approved by the Foothills Board of Directors on June 28th
- VE process is ongoing
- Xcel removed the transformer
- Demolition of the old clubhouse is complete
- Construction is scheduled to start the latter part of October 2022
- New Clubhouse is scheduled for completion in October of 2023

## Special Projects

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

1. Financial Information:
  - Budget: \$7,980,073
  - Funding: \$5,984,983 – COP, \$1,995,090 – 2020 Capital Budget
  - Expenses to Date: \$6,771,862.10
  - Budget Remaining: \$1,208,210.90
  - Scheduled Completion: January 2023
2. Safety
  - a. No open items
3. Key Dates/Schedule
  - Lighting:
    - The lighting team is awaiting direction from an expert witness to return to the previously completed buildings to finish punch list items and quality checks.
    - The EIA rink patterned fixtures have arrived and install is being scheduled to begin as early as 11/7.
    - The alternative Cree lobby lights for EIA, RRC, and Peak will arrive in early December.
  - Mechanical:
    - All units for the project have been installed and started up except for LGRC RTU-1, HVAC-1 and Domestic Water Heater. McKinstry is tracking the arrival of these units closely and will schedule the install as soon as all units have been received.
    - Commissioning is complete for Lilley Gulch and Ridge Rec Center and addressing of punch items from commissioning will continue through November.
    - Controls graphics for all buildings is complete. A graphics review meeting with FHPRD is scheduled for Thursday, November 3.
    - Remaining closeout activities: Punch list items, final inspections and owner training will continue through November.
  - a. Controls Optimization & Continuous Commissioning: Now that the major mechanical upgrades are complete the controls optimization team will begin engaging with FHPRD team more often.
4. Submittals
  - a. The submittal for the Cree alternative fixture for the EIA, RRC and Peak lobbies was approved this month.
  - b. The submittal for the replacement air vent was approved this month.

5. Lighting
  - a. The new EIA hallway pendent fixtures have been installed. FHPRD has additional requests in relation to these fixtures that McKinstry is working on.
6. Mechanical
  - a. McKinstry installed splash shields over the UV cabinets. Shields will be extended further as discussed on site.
  - b. Additional repairs to the Edge Heat Recovery System have been completed by FHPRD to bring the system back online. New controls are still being QC'd to fine tune the operation and control of the system.
7. Future Milestone Project Activities
  - a. November – January: Lighting Continuation and Controls Upgrades