

# RECORD OF PROCEEDINGS

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

February 28, 2023

### Zoom Option

You are invited to a Zoom webinar.

When: Feb 28, 2023 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 2/28/2023 Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_WKfYnYBGRKCIG4L\\_ift3LA](https://us02web.zoom.us/webinar/register/WN_WKfYnYBGRKCIG4L_ift3LA)

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

- I. CALL TO ORDER: Director Meyer called the regular meeting to order at 6pm.
- II. PLEDGE OF ALLEGIANCE: Director Meyer led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.
- III. ROLL CALL:
- |                       |         |
|-----------------------|---------|
| Director Bielkiewicz: | Present |
| Director 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; 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 Bielkiewicz moved that the Foothills Board of Directors approve the February 28, 2023 agenda as submitted. Director Lodice seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

V. APPROVAL OF JANUARY 24, 2023 MINUTES:

**MOTION:** Director Lodice moved that the Foothills Board of Directors approve the minutes of the January 24, 2023 board meeting as submitted. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

VI. COMMUNITY COMMENTS:

A. Foothills Foundation Check Presentation

Foothills Foundation board members in attendance were Scott Lamer, Denny Brehm, Justin Phillips, Lucy Arnold, Gary Pokorn, Gary Fuller.

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Mr. Lamer presented a check from the Foothills Foundation for \$30,000. He said for golf, \$17,370 was from the last Foothills Golf Tournament that the Foundation did; \$5,000 is for Red, White and You; and \$7,630 is to be used for public art improvements for the coming year. Kate Dragoo, Communications & Marketing Supervisor, was in attendance and took a photo.

Gary Fuller, explained the Foundation is committed to the community. A couple of aspects that they lean into, one is providing events that people can come and feel like a community. Secondly, to be able to contribute to different projects such as fireworks, improvement of golf play, and sponsor some park projects.

## B. Part-time Employee Scholarship Award Recipients

Ronald Hopp discussed this is a Foothills scholarship for part-time employees that was made possible by the Board of Directors, creating an opportunity to financially help the District's part-time staff pursue goals towards higher education. Adam Rodriguez, Kaitlyn Wilks, and Ben Johnson were recipients of the award and recognized by the Board.

Director Meyer opened the floor for community comments from anyone in the room or participating on-line. There were none.

## VII. DECISION ITEMS:

### A. Edge Ice Arena East Roof Replacement/Repair

Referring to the memo in the packet, Derek Eberhardt discussed the east roof replacement project at Edge Ice Arena, as reported in the January Executive Director's report. Staff prepared a Request for Proposal that was published on February 2, 2023 in the Jeffco Transcript. Mr. Eberhardt talked about three bids that were received. The apparent low bid was Tecta Colorado. Staff met with the District's insurance adjuster and claims representative and they gave permission to proceed with the roof repair. This will be funded out of insurance proceeds, less the deductible, Mr. Eberhardt explained. He discussed that Tecta America (Colorado) was the original installer of the roof. They have been the provider for any repairs the roof has had.

**MOTION:** Director Lodice moved that the Foothills Board of Directors authorize to proceed with the Edge Roof Replacement as discussed, and further, authorize the Executive Director to execute all required documents to facilitate the Edge Roof Replacement project. Director Bielkiewicz seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

### B. Mesa View Estates Maintenance Agreement Addendum

As talked about at the last board meeting, Mr. Hopp said staff have had conversations over the last couple of years with Mesa View Estates HOA. Referring to information in the packet, Mr. Hopp discussed the agreement entered into with Mesa View Estates HOA to maintain Estates Park back in December, 2012. Staff have been having conversations with them about expediting some capital improvements at the park. In an effort to try and expedite those capital improvements, we have collectively worked through developing an addendum to the Amended and Restated Maintenance Agreement that will provide additional funds, Mr. Hopp explained and outlined the addendum. Staff have been working with them to develop some concepts and once they know this funding is secured, they will be able to finalize what they will do, with the District's support. We will then move forward with plans and specifications and issue a contract to move forward with that capital project. Mr. Hopp recognized that all the assets that will be put into the park will be the District's ownership, as is the park. He pointed out an addendum in the Tuesday folder with a red-lined suggestion to add paragraph 12, and discussed.

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Brian Dale and Stephen Parsons, Mesa View HOA, were on the call to answer questions and expressed appreciation.

Director Meyer expressed support for the addendum and recalled he helped negotiate this agreement several years ago on behalf of Mesa View. He encouraged to be open minded if unforeseen things come up there would still be an opportunity, for both sides, to contribute additional funds and not necessarily be tethered to this.

**MOTION**: Director Bielkiewicz moved that the Foothills Board of Directors approve the Mesa View Estates Maintenance Agreement Addendum as discussed, and further, authorize the Executive Director to execute the Addendum subject to staff and legal counsel review. Director Lodice seconded the motion. Poll of the Board: Director Bielkiewicz, aye; Director Lodice, aye; Director Writz, aye; Director Meyer, aye. The motion was approved.

## VIII. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp said staff received a notification letter from Colorado Parks & Wildlife regarding the non-motorized trails grant application for the Dutch Creek Trail, we just barely missed out on getting funding for that.

Mr. Hopp pointed out an official announcement of Tom Woodard's retirement.

Mr. Hopp added that we had a Call for Nominations for board members in Wards 1, 2 and 5. In Ward 1, one person submitted so declared elected, Michael Hanson. In Ward 2, one person submitted so declared elected, Cynthia Daughtrey. In Ward 5, Phil Trimble and George B. Mumma Jr submitted. There will be an election in Ward 5, Mr. Hopp discussed. Mr. Hopp noted the new board members will be sworn in at some point after the election date of May 2<sup>nd</sup>. An orientation will be done with the new board members sometime between May 2<sup>nd</sup> and May 23<sup>rd</sup>. The first meeting for those new board candidates will be Tuesday, May 23<sup>rd</sup>. Ms. Daughtrey and Mr. Mumma were in attendance and were thanked for coming to the board meeting.

Mr. Hopp reported the District had a job fair this past Sunday.

Staff are going to put up fencing in Clement Park in the amphitheater area, Mr. Hopp discussed. It's been challenging getting grass to grow there since the destination playground project, he explained.

In answer to Director Writz, Mr. Hopp elaborated on the meeting he attended with Jefferson County Public Library representatives.

In answer to Director Meyer, Mr. Hopp gave an update on Feeding Many.

## IX. DISCUSSION ITEMS:

### A. Finance Update

Dennis Weiner reported the District's finance update year-to-date through January 31, 2023, as provided in the packet. He spoke about the highlights for operating revenues, operating expenditures, net operating loss, non-operating revenue and expenditures.

Looking at the bottom line, Mr. Weiner reported net expenditures were better than planned for the month.

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**X. ADJOURNMENT:**

The regular meeting adjourned at 6:37pm. The next regular board meeting will be held at 6pm on Tuesday, March 28, 2023.

Submitted by: Richelle Riley, Recording Secretary