

# RECORD OF PROCEEDINGS

---

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

May 23, 2023

### Zoom Option

You are invited to a Zoom webinar.

When: May 23, 2023 06:00 PM Mountain Time (US and Canada)

Topic: Board Meeting 5/23/2023 Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_WmX5h7EzQV6ondLI1CnE4Q](https://us02web.zoom.us/webinar/register/WN_WmX5h7EzQV6ondLI1CnE4Q)

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

Before the start of the meeting, Ronald Hopp took an opportunity to thank Director Meyer and Director Bielkiewicz for their outstanding service to the District. Director Meyer served from 2016 to 2023 and Director Bielkiewicz served from 2020 to 2023 and previously served from 2014 to 2016. During his tenure, Director Meyer served as secretary for four years, treasurer for one year, and chair for two years. In his second term, Director Bielkiewicz served as second vice chair for one year and first vice chair for two years.

Mr. Hopp noted that prior to serving on the Foothills Board of Directors, Director Meyer was active with the Mesa View Estates HOA and instrumental with helping forge a more positive relationship between Mesa View Estates Neighborhood and the District. Director Meyer also played a pivotal role in the creation of a unique and successful management agreement for Estates Park in that neighborhood. Mr. Hopp noted that Director Bielkiewicz has been active with the Foothills Theatre Company, and expressed appreciation for his contributions to that. Mr. Hopp outlined all the accomplishments and facility improvements the District has had during their tenures.

Mr. Hopp expressed that in addition to the myriad of capital projects, the District's financial condition has improved significantly during both Director Meyer's and Director Bielkiewicz's tenures. Through solid financial management over their time on the Board, the District has been successful in reducing its outstanding debt balance, growing reserve funds and increasing the amount of capital funds to address infrastructure and equipment needs.

Over the many board meetings in which Directors Meyer and Bielkiewicz have participated, there have been dozens of memorial benches approved, eagle scouts and volunteers recognized, intergovernmental agreements, easements, other agreements, budgets approved, audits reviewed, grants accepted, policies created and updated. Mr. Hopp recognized they helped shepherd the District through the global pandemic that had a major impact on the District's revenue streams, program and facility offerings, and staff members.

Directors Meyer and Bielkiewicz have both been great advocates of programs and services that the District provides the community, and have been advocates of the District's employees. They have helped create a pathway for future improvements and continued success.

On behalf of all District staff members, Mr. Hopp thanked Director Meyer and Director Bielkiewicz, and presented them a plaque and gift.

## RECORD OF PROCEEDINGS

---

Director Meyer expressed thanks and honor to be part of the Board. He expressed pride with what the District does, it offers a great product, and is proud of his time with the Foothills Board.

Director Bielkiewicz agreed and expressed thanks to the employees of the District. He has seen first-hand how much effort the employees, a small team for what is a huge area that the District serves, do in making this area a better place to live. Director Bielkiewicz expressed appreciation for his time on the Foothills Board.

Directors Meyer and Bielkiewicz departed and new directors, Michael Hanson and Cynthia Daughtrey, were welcomed to the Board and took seats at the meeting table.

- I. CALL TO ORDER: Director Lodice called the regular meeting to order at 6:08pm.
- II. PLEDGE OF ALLEGIANCE: Director Lodice led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.
- III. ROLL CALL:

Director Daughtrey:	Present
Director Lodice:	Present
Director Trimble:	Present
Director Writz:	Present
Director Hanson:	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; Randy Meyers, 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 Writz moved that the Foothills Board of Directors approve the May 23, 2023 agenda as submitted. Director Trimble seconded the motion. Poll of the Board: Director Daughtrey, yes; Director Lodice, yes; Director Trimble, yes; Director Writz, yes; Director Hanson, yes. The motion was approved.

### V. APPROVAL OF APRIL 25, 2023 MINUTES:

**MOTION:** Director Daughtrey moved that the Foothills Board of Directors approve the minutes of the April 25, 2023 board meeting as submitted. Director Writz seconded the motion. Poll of the Board: Director Daughtrey, yes; Director Lodice, yes; Director Trimble, yes; Director Writz, yes; Director Hanson, yes. The motion was approved.

### VI. COMMUNITY COMMENTS:

## RECORD OF PROCEEDINGS

---

### VII. DECISION ITEMS

#### A. May 2, 2023 Election Results/Election of Officers

Mr. Hopp provided an overview of the election. There were three Wards open; One, Two and Five. The Ward One candidate, Michael Hanson, and Ward Two candidate, Cynthia Daughtrey, were unopposed. Ward Five was a contested election and Phillip Trimble was the prevailing candidate. The Oaths of Office for the newly elected board members were administered on Friday, May 12<sup>th</sup> during the board orientation.

Mr. Hopp indicated at this point in time is the election of officers. As current Second Vice Chair of the Board, since the Chair and First Vice Chair just left the Board, Director Lodice asked for a motion for an election of officers. Board discussion ensued.

**MOTION:** Director Daughtrey moved that the Foothills Board of Directors approve the following slate of officers: Chair, Phillip Trimble; First Vice Chair, Michael Hanson; Second Vice Chair, Ali Lodice; Treasurer, Cynthia Daughtrey; Secretary, Gina Writz. Director Trimble seconded the motion. Poll of the Board: Director Daughtrey, yes; Director Lodice, yes; Director Trimble, yes; Director Writz, yes; Director Hanson, yes. The motion was approved.

The Board took their places at the table according to their elected office.

#### B. Bank Account Signature Authorizations

Dennis Weiner recognized with the election of new officers tonight, the resolution for designation of individuals for signature authorities as it relates to the District's financial activities needs to be updated, along with the applicable signature cards. The designated signature authorities are that of the Board Chair, Board Treasurer, Executive Director, and Director of Finance and Administrative Services. Mr. Weiner pointed out the resolution provided in the packet.

**MOTION:** Director Daughtrey moved that the Foothills Board of Directors approve Resolution No. 23-002 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 Lodice seconded the motion. Poll of the Board: Director Hanson, yes; Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

### VIII. EXECUTIVE DIRECTOR'S REPORT:

Highlighting the report provided, Mr. Hopp made the Board aware we are partnering with the West Metro Chamber to host the Taste of the West event.

The 401k Committee meets quarterly, Mr. Hopp explained. The 401k Plan Document requires that a board member serve on the committee. Director Lodice volunteered to serve on the 401k Committee.

## RECORD OF PROCEEDINGS

---

Mr. Hopp reported Hops in the Park was a great event with a little over 700 patrons, even with all the rain. The event moved from the amphitheater grass area into the parking lot and it worked out well. A lot of staff members were involved with that including Regina Smith, Tim Sanchez, Alison Shields, Jared Giammanco. Mr. Hopp pointed out that Tim James, former board member, volunteered and helped secure a lot of breweries for the event.

The Colorado State Legislature passed what is called SB23-303 on the last day of the 2023 legislative session, Mr. Hopp discussed. He said it puts a ballot measure on the docket for this fall to reduce property taxes. It is billed as a property tax relief measure and it must be approved by voters. If it is approved by voters, it could have a significant impact on property taxes, not only for our District, but for a lot of local governments throughout the state.

Mr. Hopp reported we have had almost five inches of rain over 48 – 72 hours. He explained because of all the rain, we have been able to fill Blue Heron reservoir, and all of our reservoirs are in good shape. The rain does have significant impacts on our construction projects, Mr. Hopp discussed.

Mr. Hopp pointed out the Clement Park Concert Series starts on June 1<sup>st</sup>.

Mr. Hopp discussed part of the Dutch Creek Trail requires an at-grade crossing across Simms. Jefferson County approached the District and said they are willing to install that crossing because they are getting ready to do the resurfacing of Simms. Their estimated price for that was cheaper than what staff thought a general contractor would do, they were going to be able to do it right then. Staff felt it was in the best interest of the District, and the county, to have them do that.

Mr. Hopp said we know for sure that Sixth Avenue West Pool is not going to be open in the summer of 2023. As a result, a letter was sent to every household there informing them of that and providing them an opportunity to utilize the facilities here, Mr. Hopp discussed.

Mr. Hopp pointed out the chainsaw art that has been done at Clement Park. It is utilizing some of the District's SCFD funds.

### IX. DISCUSSION ITEMS:

#### A. 2022 Audit Report

Between January and May of this year, internal staff prepared the 2022 financial statements and worked with the District's audit firm, FORVIS, to finalize the audit process, Dennis Weiner discussed. He introduced Marcie Ardan who was in attendance to speak with the Board about the audit process and answer any questions the Board might have concerning the audit and financial statements.

Using PowerPoint, Ms. Ardan presented the 2022 audit report. Referring to the report provided to the Board, Ms. Ardan said they did issue an unmodified, or clean, opinion on the financial statements; that is the best kind of opinion the District can get. She called attention to a couple of

## RECORD OF PROCEEDINGS

---

items, and went over a couple of highlights in the Management Discussion. Ms. Ardan went through what they found during the audit, discussing items and recommendations. She went over Other Matters, or Best Practices.

Ms. Ardan and Mr. Weiner answered questions from the Board.

### B. Finance Update

Mr. Weiner presented the District's finance update through April 30th, as provided in the report in the packet. He highlighted total operating revenue, total year-to-date operating expenditures, net operating loss, non-operating expenditures and revenues.

Mr. Weiner concluded net expenditures year-to-date are favorable to the plan.

## X. EXECUTIVE SESSION

Director Trimble let everyone know there will be no business transactions when the Board comes back from Executive Session. When they come back from Executive Session, they will close the meeting.

### A. Legal Matters per 24-6-402(4)(b), C.R.S.

**MOTION:** Director Writz moved that the Foothills Board of Directors move into Executive Session for Legal Matters per Colorado Revised Statute 24-6-402(4)(b). Director Lodice seconded the motion. Poll of the Board: Director Hanson, yes; Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

The regular meeting adjourned at 6:55pm. Executive Session started at 6:57pm and ended at 7:13pm. The regular meeting reconvened at 7:13pm.

## XI. ADJOURNMENT:

The regular meeting adjourned at 7:14pm. The next regular board meeting will be held at 6pm on Tuesday, June 27, 2023.

Submitted by: Richelle Riley, Recording Secretary