



Creating Community, Enhancing Health, Inspiring Play since 1959

BOARD OF DIRECTORS MEETING

September 26, 2023 – 6pm

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

Virtual Option:

You are invited to a Teams webinar.

When: Sept 26, 2023, 6:00PM Mountain Time (US and Canada)

Topic: Foothills Park & Recreation District Board Meeting 9/26/2023 Register in advance for this webinar:

<https://events.teams.microsoft.com/event/59f578ea-16f1-4b90-af0e-4824bd3156fa@e0c4bd9d-9b50-4d79-937d-213d59e132e8>

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 AUGUST 22, 2023 MINUTES
- VI. COMMUNITY COMMENTS

For virtual attendees, please click the Raise Your Hand icon 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. Board Policy Manual Review/Update

- Ronald Hopp

- VIII. EXECUTIVE DIRECTOR'S REPORT

IX. DISCUSSION ITEMS

- A. 2024 Proposed Budget Estimates
- B. Finance Update
- C. Dog Park Presentation

- Ronald Hopp
- Dennis Weiner
- Sean Kitners

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

FOOTHILLS PARK & RECREATION DISTRICT REGULAR BOARD OF DIRECTORS MEETING

July 25, 2023

Virtual Option

You are invited to a Teams webinar.

When: July 25, 2023, 6:00PM Mountain Time (US and Canada)

Topic: Foothills Park & Recreation District Board Meeting 7/25/2023. Register in advance for this webinar:
<https://events.teams.microsoft.com/event/92f7b43f-3771-4a0e-ae5a-f2ca8b417f24@e0c4bd9d-9b50-4d79-937d-213d59e132e8>

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

- I. CALL TO ORDER: Director Trimble called the regular meeting to order at 6:00pm.
- II. PLEDGE OF ALLEGIANCE: Director Trimble led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.
- III. ROLL CALL:

Director Hanson:	Absent
Director Lodice:	Present
Director Daughtrey:	Present, virtual
Director Writz:	Present
Director Trimble:	Present

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director (virtual); Derek Eberhardt, Director of Operations; Barb Butler, Director of Recreation Programs; Colin Insley, Director of Parks, Planning and Construction; Randy Meyers, Director of Golf; Dennis Weiner, Director of Finance and Administrative Services; 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 25, 2023 agenda as submitted. Director Writz seconded the motion. Poll of the Board: Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

V. APPROVAL OF JUNE 27, 2023 MINUTES:

MOTION: Director Writz moved that the Foothills Board of Directors approve the minutes of the June 27, 2023 board meeting as submitted. Director Lodice seconded the motion. Poll of the Board: Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

RECORD OF PROCEEDINGS

VI. COMMUNITY COMMENTS:

Nancy Werkmeister, Wheat Ridge, told the Board she works at Foothills Golf Course as a course assistant and is a member of the Ladies 18-Hole League. She said the positives are the clubhouse is coming along and the bathrooms by the driving range are much improved. Ms. Werkmeister brought to the Board's attention that the bathrooms at the 16th tee and number 6 fairway on the championship course are absolutely disgusting and unsanitary. They need a serious upgrade, she discussed. Ms. Werkmeister invited the Board to go visit the bathrooms. There was discussion and questions answered. Randy Meyers recognized it is on the capital list, there is no timeline yet. He discussed that bathroom gets the most use on the golf course. Discussion continued. Dennis Weiner confirmed it is on the capital plan and on the list for next projects staff will be looking at.

A. Part-time Employee Scholarship Award Recipients

Dennis Weiner informed that the Foothills Scholarship program was created by the Board years ago to create an opportunity to financially help part-time staff to pursue their goals towards higher education. Referring to the memo provided, Mr. Weiner announced the five scholarship award winners: Rosemary Puc-Hall, Blake Kinney, Luke Johnson, Jakob Bauer, and Alex Rodriguez. Each recipient was present to receive their scholarship and the recipients were recognized by the Board.

VII. DECISION ITEMS

A. Vacation of Temporary Trail Easement

Referring to the memo provided, Colin Insley discussed the District has a trail link that goes from Alkire to C470, and pointed out a vicinity map showing the location. Mr. Insley called attention to the permanent trail and also the temporary trail that was given to the District in 2007. At that time, Mountain West Business Center was looking at doing construction and the temporary trail was to allow public access through there in case they needed access or had to close the permanent trail. Mountain West Business Center is asking for a vacation of the temporary easement which the District and Mountain West Business Center never used in the past. As part of this agreement, they will build a ten foot wide concrete trail through the existing permanent easement that will tie Alkire to C470. Mr. Insley confirmed Paul Rufien has done a review of the Vacation of Temporary Trail Easement Grant. Mountain West Business Center Representative, Margot Schultz, was available virtually to answer questions the Board may have.

MOTION: Director Writz moved that the Foothills Board of Directors approve the Vacation of Temporary Trail Easement with MWBC, LLLCP, and further authorize the Executive Director to execute the agreement subject to final approval by the District's legal counsel and staff. Director Lodice seconded the motion. Poll of the Board: Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

RECORD OF PROCEEDINGS

VIII. DISCUSSION ITEMS:

A. Finance Update

Mr. Weiner presented the District's financial update through the end of June, representing the full half of year's activity for the District as provided in the report. He highlighted total operating revenue, total year-to-date operating expenditures, net operating loss, non-operating expenditures and revenues. He concluded that net revenue for the year ending June 30th was better than planned.

B. 2024 Budget Guidelines

Mr. Weiner discussed the annual budget preparation process is going to commence in early August and will culminate with the Board's consideration of the budget at the December 12th meeting. Over the next two months, staff will take these guidelines that are provided to the Board and use them to create the budget. At the September meeting, Mr. Weiner said the Board will be provided with a summary of the preliminary 2024 budget. At the October meeting there will be an overall District budget presentation and two of the major departments will provide overviews of their budgets. In November, the two remaining departments will provide overviews of their budgets. A final budget will be presented at the December meeting with a reconciliation that shows what changes were made from the preliminary September version. There will be a Public Hearing along with Adoption of the Budget, Certification of Mill Levy, and Appropriation of funds. Mr. Weiner indicated that throughout that process, any feedback that the Board might have is welcomed. He asked that the Board provide their thoughts before the December meeting, the intent will be to approve the final numbers at the December meeting.

Mr. Weiner explained there is a new variable to consider this year as part of the budget process. In November, voters are going to be asked to consider Proposition HH which would lower assessment rates of multiple property types over a 10-year period, reduce the actual value for primary residences, restrict local property tax growth for certain local government types, and approve retention of state TABOR surplus to backfill certain local governments affected by reduced assessment rates. If passed, staff believe that Proposition HH would reduce the District's tax revenue increase by as much as 50 percent. For the first draft of the 2024 budget, staff are planning to include only half of the increase that the District would otherwise expect to have based on the preliminary assessed values that the District will get from the Assessor at the end of August. The final budget will be adjusted based on the results of the election, and based on the final assessed values the District will receive in December.

Also as a result of Proposition HH, Mr. Weiner said the statutory deadline to certify the mill levy to the county is moved, for this year only, from December 15, 2023 to January 25, 2024. If Proposition HH passes, Mr. Weiner explained there might be a delay from the county to process all the changes and assessment rates so that could cause a delay in the District receiving final assessed values from the county. If that does happen, a special board meeting will need to be held late in December or early January.

RECORD OF PROCEEDINGS

Mr. Weiner referred to the list of budget guidelines that staff will be directed to use in preparing the budget, along with the budget schedule provided in the packet. He encouraged Board members to provide feedback to staff regarding the proposed direction tonight or sometime through November. Mr. Weiner highlighted the more significant variables being contemplated including revenue, salaries, continued funding of the District's discretionary 401k contribution, benefit plans, utilities, other expenditure categories, capital equipment repair and replacement.

IX. ADJOURNMENT:

The regular meeting adjourned at 6:39pm. The next regular board meeting will be held at 6pm on Tuesday, August 22, 2023.

Submitted by: Richelle Riley, Recording Secretary

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: Board Policy Manual Review/Update

The District maintains a Board Policy Manual containing policies that the Board has approved over the years. A thorough review was done by staff and the Board in 2017 to bring the manual up to date. We would like to begin a systematic process of reviewing these board policies and again bring this manual up to date.

The manual is categorized by Administration, Programs/Facilities/Golf, Finance, Parks/Planning. We will start at the top of the list with a few policies at a time and have staff review them, make recommendations for any changes, then bring them to the Board for review. We welcome thoughts from members of the Board if there are any changes desired and/or required.

The policies provided for your review and staff's recommendations include the following:

- Statement of Purposes
 - Staff recommends no change to this document.
- Duties and Responsibilities of the Board of Directors
 - Staff recommends no change to this document.
- Board of Directors Compensation
 - Staff recommends no change to this policy as it conforms with state law.
- Mission Statement and Commitments to Excellence
 - Staff recommends no change to the Mission Statement and Commitments to Excellence.
- Code of Conduct
 - Staff recommends no change to this document.
- Board Meeting Recordings
 - Staff recommends no change to this policy as it conforms with state law.
- Americans with Disabilities Act
 - Staff recommends no change to this policy.
- Press Policy
 - Staff recommends no change to this policy.

MOTION: I move that, in the effort to update the Board Policy Manual, the Foothills Board of Directors approve the attached policy recommendations as discussed.

STATEMENT OF PURPOSES
OF THE FOOTHILLS METROPOLITAN RECREATION AND PARK DISTRICT

COMES now the Foothills Metropolitan Recreation and Park District, formerly known as the South Jeffco Metropolitan Recreation and Park District, and shows as follows:

PURSUANT to the provisions of 32-1-28, Colorado Revised Statutes, the following Statement of Purposes is hereby filed:

1. The Foothills Metropolitan Recreation and Park District was organized by Order and Decree of the District Court in and for the County of Jefferson, State of Colorado, in Civil Action No. 13987 of the records of said Court, on the 31st day of December, 1959. At that time the name of the District was The South Jeffco Metropolitan Recreation and Park District. On the 27th day of April, 1970, the above mentioned Court entered a Decree changing the name of the District to "The Foothills Metropolitan Recreation and Park District".

At the time of the organization of the District, on December 31, 1959, the powers granted by the Decree creating it were stated as follows:

"Said District shall herewith and hereby become a governmental subdivision of the State of Colorado, and a body corporate with all the powers of a public or quasi-municipal corporation; said Board of Directors shall take such steps and proceedings as the needs of the District require, pursuant to the powers granted to them by law, and it is further ordered....."

In addition to the powers as stated in the Order of Court creating the District, the Petition which was filed in the Court to commence the procedure seeking the creation of the District, contained the following statement of purposes:

"2. The recreation facilities to be constructed or installed or purchased within and for said District shall

2.

include, among other things; Playground, complete with recreation equipment; areas for parking and picnic grounds: community halls; baseball fields, all with the necessary equipment and utility buildings and such other game or games as are usually located in a recreation district".

2. In conformance with the powers granted to the District by the Court Order above mentioned, and the original statement of purposes as contained in the petition for the organization of the District, and as granted by law, the District has, since its organization in 1959, provided a multi-million Dollar array of capital structures, buildings, parks and playing fields, improvements to lands and buildings, and a multiplicity of programs and services for the use and benefit of the community it serves. Illustrative of the types of endeavors undertaken by the District since its formation, but not by way of limitation, and currently operative, are the following:

- Community Recreation Centers - Gyms, Racquetball Courts
- Swimming pools - indoor and outdoor
- Golf courses - including clubhouses, pro shops and food
and alcoholic beverage facilities
- Public Parks and Playgrounds
- Tennis Courts
- Lakes, Ponds, fishing
- Restaurants and Concession Buildings
- Trails
- Trap Range
- Recreation Programs
- Playing fields - Baseball, Softball, Football, Soccer,
Batting Machine cages, etc.,
- Maintenance and Storage Buildings
- Administrative buildings
- Open space, Wildlife refuges

In addition to the above, the District owns, leases and manages real estate; contracts with other governmental agencies for the use and management of real estate and recreational functions and programs; owns and manages water and water rights, including stock in water and ditch companies; engages in the business re-sale of goods and equipment, dispenses food services, and holds and manages liquor licenses granted by the County of Jefferson,

3.

and State of Colorado; The District exercises rights and duties of inter-governmental co-operation such as consultations on zoning matters, coordination of activities with the school district, inter-governmental planning and financing, and other matters. The District on occasion judiciously exercises its lawful rights to pre-empt local zoning regulations when deemed appropriate.

The District, from time to time, hires financial and other speciality consultants; levies and collects ad valorem taxes, levies user fees and charges for its programs and properties, borrows money in conformance with law, and enters into contracts for purchase, sale, leasing, lease-purchasing, and acquisition of lands and all types and items of personal properties, with governmental organizations and agencies, and private persons and entities.

Attached to this Statement of Purposes are the following exhibits which are helpful in illustrating the current activities, programs, engagements and purposes of the District:

- Exhibit 1: Brochure of the District
- Exhibit 2: Copy of the District Master Plan and Update
- Exhibit 3: Listing of present sites and locations
of District activities
- Exhibit 4: Copy of the District's 1986 Budget

3. In conformance with the District's Master Plan, adopted by the Board of Directors in September, 1982, and the Master Plan Update adopted in July, 1985, the District plans the possible developments contained therein, and any capital investments, additions to existing facilities, and such other items of service to its community as the Board of Directors may from time to time establish by amendment to the Master Plan, or otherwise.

In addition to the master plan concepts above mentioned, the District plans to provide such possible facilities and activities as:

- Water parks
- Indoor and Outdoor Stadiums
- Ice Rinks
- Skeet, Rifle and Pistol Ranges
- Indoor and Outdoor Tennis and other sports facilities

4.

Amusement Parks

Creation and maintenance of water facilities such as
irrigation and water sports reservoirs

Roadside maintenance and drainage

The District plans to assist, cooperate with, contract with, and otherwise join with the City of Lakewood, The County of Jefferson, the Jefferson County Open Space Authority, any future City or Town or other governmental agency or organization, or any private person, firm or entity which from time to time may be created, or have an interest in the establishment and improvement of recreational facilities, programs and parks, both within and without the geographical boundaries of the District.

The District plans to engage in the writing and publication for sale or otherwise, of materials, works, programs, treatises, and other matters, and to provide consulting services to others for compensation.

The District plans to continue from time to time, as its Board of Directors may deem prudent, to exercise its statutory right of inclusion of additional areas into the District, and to consider pertinent exclusions from its existing boundaries.

The District plans to use to the utmost, sound financial advice, pursuant to the statutory allowance and provisions for the raising of funds for its activities by bond issue, general ad valorem taxes, specific revenue bonds, borrowings, mill levies, gifts and contributions, user fees and charges, expenditures of Land and Water Conservation funds, and other lawful methods of financing.

In order to effectuate the programs and activities of the District, the District plans to exercise functions of management and employee control, including, but not limited to the hiring, supervising and directing the work force; to discipline, suspend, or discharge for cause; to transfer or to lay off employees for lack of work; to determine the kind, character and class of work;

5.

to take on work and acquire materials from any source obtainable; to transfer work; to re-assign employees; to establish methods and processes; to evaluate and slot jobs in the Classification Plan; to establish standards of performance; and to control the course of flow, methods and systems of operation, and to conduct its business in accordance with law. Further, to establish rules, regulations and systems for retirement programs for its employees.

The District plans to undertake self insurance plans and programs, and to fund the same, as may be required from time to time and as authorized by law.

The District plans to develop presently undeveloped lands held by it, and to acquire, sell, lease or otherwise hypothecate real and personal property of every kind or nature as its Board of Directors shall deem fit and proper from time to time in the future.

4. The District is presently serving an area lying generally South of 6th Avenue, in the County of Jefferson, and from the Denver City & County westerly boundary, westerly to Indiana Avenue in Jefferson County, and southerly to the Chatfield dam. The boundary, however, is irregular, as shown on a map of the District which is attached hereto as exhibit 5. Copies of this map have been furnished to the Department, the City of Lakewood and Jefferson County. Future areas to be served by the District may be determined from time to time by the Board of Directors of the District.

Respectfully submitted,

THE FOOTHILLS METROPOLITAN RECREATION
AND PARK DISTRICT

Attest:


TIM CZARNEK

Secretary

By


QUENTIN DAHM

President.



Duties and Responsibilities
of the
Board of Directors

2017

DUTIES AND RESPONSIBILITIES OF THE BOARD OF DIRECTORS

Duties and Responsibilities of the District's Board of Directors are fluid and flexible concepts, necessarily adaptable to the situations presented to the District and the Board. This document is designed solely as an overview and guideline for Board members, and is not intended to present an exhaustive recitation of the duties and responsibilities facing a Board member. It is also not intended to limit, in any way, a Board member from effectively carrying out his/her duties and responsibilities in the best interests of the District

Reasons for a Board

- An elected Board is required under Title 32, C.R.S., and has the powers expressly set forth by that Special District Act.
- The Board is established to provide for "grass roots" citizen involvement through representative government and holds monthly public Board meetings.
- Combining elected officials into a Board provides a means for those elected officials to engage in policy-making decisions, which affect the park and recreation district.

Responsibilities of a Board

Policy Decisions

- The Board is responsible for setting policy for the Foothills Park & Recreation District.
- Policies of the District may be formal or informal, in writing or given by verbal directive. Policies may be, and in many instances should be, modified from time to time.
- Policy decisions should be planned actions – not reactions, after appropriate review and discussion by the Board.
- Formal, written policies should be periodically reviewed and updated
- Recommendations for changes in policy may be initiated by Board members, staff, or the public.

Budget Decisions

A major responsibility of the Board is to set the priorities for and make recommendations to the staff in budget preparation, and to approve and then to support the budget once adopted.

Budgeting Process:

- Determine needs of the District based on Master Plan, strategic planning, community input, and the mission and vision of the District.
- Discuss and establish priorities of needs in conjunction with staff and public input.

- Balance current needs such as maintenance, operations and capital projects with long range capital and operation needs.
- While Board members will be elected from a particular “ward” of the District, attention should be given to all geographical areas of the District. No director should focus exclusively on their specific community.
- Communicate and provide information regarding the budget to the public.
- Legal counsel and staff will keep the Board apprised of legal requirements so they are able to comply in a timely manner.

District Planning

- The Board and staff should participate in the review and updating of the District park and recreation Master Plan and have such plan available to the public.
- Plans should include: overall District development, individual facility development, overall District maintenance and capital repair of existing facilities, parks, and trails.
- Identify and provide funds and be cognizant of alternative sources of financing such as: levy, gifts, leases, bonds, endowments, matching funds, grants, and sponsorships.
- Provide for adequate representative input from the community regarding wants, needs and priorities by multiple methods to include but not be limited to: direct mail, internet, public notice, public meetings.
- Provide for adequate mechanisms to keep public well-informed on plans and progress and listen to feedback from the community: Examples include: Community comments at Board meetings, District website, newspapers, and public forums.

Financing

During the budget process, the Board defines the District goals on an annual basis based on a strategic planning process involving the Executive Director and staff as required.

- Review and reach consensus on goals prior to development of the budget.
- Review staff recommendations for setting and adopting appropriate fees and charges for all District revenue producing programs and services.
- Set budget policy on capital development, capital repairs and improvements, capital equipment purchases and use of Golf Development and Improvement Fund dollars on an annual basis.
- Set budget policy on short and long term operational and maintenance needs.
- Consider and evaluate the District’s current debt structure and the need for refinancing District debt or potentially incurring new debt.
- Board members provide leadership and support the Executive Director and staff in seeking financial opportunities for the District.

Public Image and Press Relations

Board members' actions and comments are a direct reflection on the District as a whole.

- Assist the staff in a public relations program and defining their role in public relations and media contacts.
- As an individual Board member, cannot make commitments that would be binding on either the Board or the District.
- When the Board of Directors has taken an official position on any matter, a Board member should speak regarding that matter in a manner that identifies the position taken of the Board. A Board member may voice his/her dissent to any Board decision, but the decision of the Board is made in the best interests of the District and should be supported by each Board member.
- The District has a responsibility to provide access to the District's public documents.
- Any meetings of three or more Board members during which official business is conducted or discussed must be open to the public and preceded by appropriate notice
- An Executive Session may be called by proper motion and vote. These sessions are closed to the public, and matters discussed must be kept confidential
- The Board is expected to adhere to the Code of Conduct and the Mission and Commitments to Excellence as established for the District. Appropriate social behavior and treatment of others is expected of all District Board members, employees, and patrons. Physical, mental, verbal or emotional abuse will not be accepted or tolerated by anyone participating in any District activity, facility, program or Board meeting.

Conflict of Interest

- A "potential conflicting interest" may exist when the public servant is a director, president, general manager, or similar executive officer or owns or controls directly or indirectly a substantial interest in any non-governmental entity participating in a transaction with the District.
- Any potential conflict of interest should be identified promptly, and should be discussed with the Executive Director and legal counsel.
- A Board member must give 72 hours advance written notice to the Secretary of State and to the District Board of Directors disclosing the existence of a known potential conflicting interest to which he is about to act in his official capacity.
- Once a conflict has been declared, the Board member is allowed by law to vote on the issue, but may choose to abstain from voting.

- In no case may an employee of the District also serve on the Board of Directors for the District.

Programming

Programming is a staff function and responsibility. Ideas may be suggested by the Board based on community input to them, the master planning process, or relevance suggested by programs in place at other special districts. The Board should monitor programs for implementation, balance, quality, feasibility, including review of revenue, subsidies, growth potential, and community desire for program by requesting updates and reports as necessary. They may do on-site visitations of programs.

Education/Training

Training and education regarding matters relevant to the District is important. Publications and opportunities for attendance at conferences and workshops on various relevant subjects should be made readily available to the Board and staff.

Board members should visit District facilities, programs, and parks. They should have basic knowledge about the recreational facilities, programs and parks and be able to speak about them.

Relationships

Relationship with Fellow Board Members

Board members should appreciate the need to develop respect, trust, openness and empathy for other Board member's points of view. Informed decision-making is essential. Efforts should be made to minimize political action and personal special interests. They should establish an ethical relationship among Board members. Incumbent members should provide direction and training for new Board members.

Board Relationship with Executive Director, Administrative, Supervisory, and Line Staff

- The Board selects and employs the Executive Director in accordance with nationally recommended standards and may replace him/her AT WILL.
- The Board hires and formally evaluates only the District's Executive Director unless extraordinary circumstances dictate otherwise. All other staff are hired by or through the direction of the Executive Director. Personnel issues involving all District employees other than the Executive Director shall be handled by the established means, including being addressed by appropriate supervisors, the Executive Director and the Department of Human Resources.
- Written expectations by the Board of Directors for the Executive Director should be executed on an annual basis in regard to goals, and expectations. Negotiated salary and salary increases, benefits and paid time off should be determined by the Board at the

time of hire, and modified annually as appropriate. The Board should formally evaluate the performance of the Executive Director at least once a year.

- The Board supports and encourages the Executive Director and works with him to develop and maintain a consistent District focus and strong leadership.
- The Executive Director is responsible for providing recommendations to the Board concerning decisions on policies, procedures, major program changes, legal matters and budget. The Board, having adopted a policy or approved a course of action, gives the Executive Director authority and responsibility for administering the policy or seeing that the action is taken.
- The staff should participate with the Board to settle disputes between the public and the District. The Board should always be provided with accurate background material and staff reports in advance of making a decision. The Board is not expected to accept staff proposals without review or prior to having all questions answered to their satisfaction.
- Official contacts should be primarily with the Executive Director whenever possible.
- No Board member should request any favors or special considerations from a staff member.
- In the event that a personnel issue is not settled to an employee's satisfaction after going through proper channels (supervisor, Human Resources, Executive Director), the Board may elect for the issue to be heard by having the employee submit the issue stating the relevant facts and desired remedy to the Board in writing and hear it during an Executive Session (*any employee whose personnel issues are to be discussed during executive session has the legal right to discuss the matter in an open, public session; and the Board may then choose to have the open discussion or no discussion at all*).
- The Board should approve and review, as necessary, an official personnel policy that assists in the employment of a competent staff, a sound division of duties and responsibilities, a fair salary schedule and satisfactory working conditions. Such policy should also endeavor to see that issues such as working hours, sick leave, vacations, holidays, accident compensation, job security and retirement benefits are addressed satisfactorily.

Board Relationship with Other Agencies

It is important to have open lines of communication with other agencies such as Jefferson County Open Space, Jefferson County Commissioners, R-1 Schools, and other park and recreation districts. Methods of keeping lines of communication open include: joint meetings, attendance at each other's meetings, keep informed of what other local governments are doing, and encouraging organized community groups to send a representative to Board meetings. (homeowner's associations, AAUW, League of Women Voter, etc.)

Board Meetings

A Board member's personal attention is required during Board meetings.

The Chair of the Board is responsible for the meeting format, agenda and conduct. The Chair and the Executive Director plan agenda items that should come before the Board. Other Board members may add items to the agenda through the Chair. If a Board member wishes to add an agenda item, it should be done at least one week prior to the meeting if possible so that information may be given to each Board member regarding the topic. Information for the Board meeting is distributed the Friday prior to the Board meeting.

The Board should be conducted in an orderly manner that maintains control of the meeting, including a definite, yet flexible schedule and pace. The meeting should present a non-threatening forum for public comments and input. Guests should have the opportunity to speak openly, with a time limitation if needed.

The Board should provide staff with clear and understandable direction stemming from any discussions during the Board meeting.

The Board Chair

- Official spokesperson of the Board.
- Official representative of the Board to the public and press. The Chair can and should speak for the Board regarding issues that have been voted on and decided.
- Provides leadership in setting Board goals and objectives.
- Assists in the preparation of the meeting agenda.
- Chairs Board meetings.
- Delegates authority and responsibilities to other Board members as required and to the Executive Director.
- In cooperation with the Board, promotes continued liaison with staff, press, other park and recreation agencies, the public, park and recreation professional organizations, other public entities.
- Assists with new Board member direction and orientation

Revised 5/23/17

RESOLUTION WITH REGARD TO BOARD OF DIRECTORS' COMPENSATION

WHEREAS, the Colorado General Assembly has recognized the need to increase the maximum compensation to Directors of Special Districts; and

WHEREAS, the Directors of the Foothills Park and Recreation District have not had an increase in compensation for more than five years; and

WHEREAS, the position of Director requires the devotion of a substantial amount of time in addition to the time required for Board meetings for study sessions, committee meetings and educational activities; and

WHEREAS, the Board has determined that an increase in Directors' compensation, consistent with the maximum amount authorized by state statute is warranted.

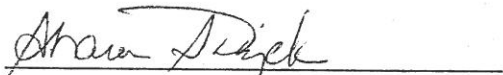
THEREFORE, BE IT RESOLVED, that the compensation of the Directors of the Foothills Park and Recreation District be and is hereby increased to the maximum amount permitted by statute, effective May 6, 1996 for all Directors entitled to receive an increase in compensation as permitted by law.

Adopted this 23rd day of April 1996.

A large, elegant handwritten signature in dark ink, reading "Teri Topolnicki". The signature is written over a horizontal line.

Teri Topolnicki, Chairwoman
Foothills Park and Recreation District

Attest:

A handwritten signature in dark ink, reading "Shauna Wujek". The signature is written over a horizontal line.

Shauna Wujek, Secretary
Foothills Park and Recreation District

OUR MISSION



Foothills Park & Recreation District

CREATING COMMUNITY



ENHANCING HEALTH



INSPIRING PLAY



OUR COMMITMENTS TO EXCELLENCE

EXEMPLIFY STEWARDSHIP

- Serve our staff and community
- Manage and maintain our natural and capital resources
- Commit to fiscal responsibility

TAKE OWNERSHIP

- Claim responsibility
- Take initiative
- Show pride in all we do

INSPIRE

- Lead, teach, and empower
- Encourage, involve, and reward
- Create positive memorable experiences

INNOVATE

- Create new possibilities
- Promote best practices
- Invest in the District's future

COLLABORATE

- Share knowledge
- Develop win/win partnerships
- Involve and communicate with stakeholders

DATE: August 12, 2003

MEMO TO: Foothills Board of Directors

FROM: Edie Hylton, Asst. Director of Leisure Services

SUBJECT: Code Of Conduct

Last month the Foothills Board of Directors reviewed a draft copy of the Code of Conduct recommended by staff and legal counsel for the District.

Code of Conduct

The Foothills Park and Recreation District, as part of its effort to be the provider of parks and recreation services in the Southwest Jefferson County, supports an atmosphere of respect and courtesy toward all individuals. Appropriate social behavior and treatment of others is expected of all District patrons and participants. Physical, mental, verbal or emotional abuse of any individual will not be accepted or tolerated in any District activity, facility or program.

Any District employee shall be authorized to enforce the Code of Conduct, along with any Rules and Regulations applicable to the facility, activity, park or program. Any person deemed to have violated the Code by acting inappropriately or disrespectfully may be subject to a revocation of the privilege of using District facilities or participating in District activities or programs. Such revocation may be for whatever period of time District staff shall determine appropriate, up to a permanent ban from District programs and facilities, after exercising their discretion based upon the circumstances of the specific incident or occurrence.

After discussion with the Board, staff recommends the Code of Conduct for the District.

Motion: I move that the Foothills Park and Recreation District Board of Directors approve the Code of Conduct and authorize staff to display the Code of Conduct in District facilities, and carry out the Code at all District facilities, programs and services.

The following slightly altered version of the Code was utilized for printing on 18" x 24" signs to be posted in District facilities:

Code of Conduct

Foothills Park and Recreation District strives to create an atmosphere of respect and courtesy. Appropriate social behavior and treatment of others is expected of all District employees, patrons and participants. Physical, mental, verbal or emotional abuse will not be accepted or tolerated by anyone participating in any District activity, facility or program.

Any District employee shall be authorized to enforce the Code of Conduct, along with any Rules and Regulations applicable to the facility, activity, park or program. Any person acting inappropriately or disrespectfully may be subject to a revocation of the privilege of using District facilities or participating in District activities or programs. Such revocation may be for whatever period of time District staff determine appropriate, up to a permanent ban from District programs and facilities based upon the circumstances of the specific incident or occurrence.

Thank you for your cooperation and for making Foothills Park and Recreation District facilities a safe and enjoyable place to play!

Foothills Park & Recreation District
Policy for Board Meeting Recordings

June 8, 2010

Recordings of the regular meetings of the Foothills Board of Directors, which are not the official minutes, will be retained electronically for one year. Recordings of Executive Session meetings of the Foothills Board of Directors will be retained electronically for 90 days.

RESOLUTION

A RESOLUTION STATING THAT THE FOOTHILLS PARK AND RECREATION DISTRICT WILL COMPLY WITH ALL APPLICABLE DIRECTIVES CONTAINED IN THE AMERICANS WITH DISABILITIES ACT.

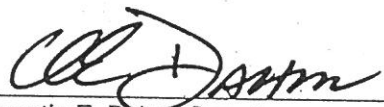
The Board of Directors of the Foothills Park and Recreation District, a quasi-municipal corporation created under Title 32, CRS 1973, hereby resolves as follows:

The Foothills Park and Recreation District has complied with Title 7 of the Civil Rights Act of 1964 and the Rehabilitation Act of 1973. As a continuation of Foothills' efforts to serve the public equitably, we are now pledging, too, our full support to the Americans with Disabilities Act. We will support and comply with all appropriate provisions that deal with:

- Employment (full compliance is effective on July 26, 1992)
- Service provided by State and local governments (effective on January 26, 1992)
- Transportation (effective on January 26, 1992)
- Telecommunications (effective on July 26, 1993)

The Foothills Board of Directors further resolves to enable and authorize the Executive Director of the Foothills Park and Recreation district to comply with all applicable provisions of the Americans with Disabilities Act.


David H. Warren, Chairman
Foothills Board of Directors


Quentin E. Dahm, Secretary
Foothills Board of Directors

(Resolution approved November 26, 1991)

Press Policy

Presented for approval November 24, 2009

The District has ongoing requests for interviews and statements in relation to business being conducted. The purpose of this policy is to provide specific information as to who is responsible for speaking with the media. The media consists of newspapers, radio, television, cable and electronic media.

Foothills Spokesperson:

Executive Director or designate

(303) 409-2107

Board of Director's Spokesperson:

Chairperson

When in doubt, refer any media inquiries to:

Communications & Marketing Supervisor

(303) 409-2525

Revised 4/25/17

FOOTHILLS PARK & RECREATION DISTRICT
Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: Executive Director's Report

Please welcome the new and rehired staff who have started working for the District. We are excited to have them as part of our team!

Name	Department
Aspen Wheeler	Regional Park Maintenance
Audrey Howe	Ridge Pool
Dylan Sack	Ridge Pool
Isaac Wallen	Edge Ice Arena
Jacob Buhler	Foothills Pro Shop & Operations
Kyle Windover	Sports Specialty Programming
Lisa Cioffi	Foothills Pro Shop & Operations
Marc Hafner	Ridge Pool
Marcia Richards	Racket Sports
Matthew Wei	Ridge Pool
Michelle Kyner	Children's Programs Admin
Nicholas Maxwell	Ridge Pool
Noah Huckstep	Ridge Pool
Ryan Rafferty	B/A Westridge
Ryland Courns	Edge Ice Arena
Sarah Fournier	Edge Ice Arena
Sarah Gross	Sports Specialty Programming
Stephanie Benitez	Sports Specialty Programming
Stephanie Tennison	Urban Park Maintenance
Tawny Bridgewater	B/A Devinney
Tucker Licciardi	Foothills Driving Range

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

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 2023.

Learn to Skate USA has recognized Edge Skating Academy for enrolling 1,000 skaters in the program! With this achievement, this places our program at 23rd in the nation and ranked #1 in the state of Colorado! We will receive a plaque to display at the Edge and will be featured in the October issue of SKATING magazine which is distributed to all members of U.S. Figure Skating. Congratulations and thank you to all of the staff members involved with this achievement! See letter attached.

We are thrilled to announce that Foothills Golf Course has once again achieved the esteemed recognition of being among the top 50 public golf ranges in the United States. This prestigious award, presented by the Golf Range Association of America (GRAA) and owned by PGA Magazine, reflects FHPRD's unwavering commitment to providing exceptional golf experiences. We proudly received this honor in both 2020 and 2022, a testament to FHPRD dedication to golf excellence. This award is based on several key criteria, including the volume of range ball sales, high school and college utilization, our commitment to instruction, the uniqueness of our facilities, and the presence of separated practice areas, among other factors. These criteria are a testament to the high volume of use that our facilities consistently enjoy. At Foothills Golf Course, staff take pride in offering premier instruction. Our unique team of three PGA and four LPGA instructors ensures that golfers of all levels have access to the finest individual lessons and clinics year-round. We are committed to providing engaging and inclusive programs for juniors, women, men, and golfers of all backgrounds and abilities, fostering a vibrant and welcoming golf community. Director of Golf Randy Meyers stated, "Our dedication to excellence extends to the quality of our facilities. Golf maintenance and the other golf staff meticulously maintain our driving range balls, mats, and turf to ensure that patrons practice with top-notch equipment and surfaces that enhance user experience. Behind our success lies a passionate and dedicated team, from our driving range staff to our golf course maintenance staff. Each member of our skilled team works tirelessly in our golf department to ensure that time on our range is truly exceptional."

Randy Meyers, the Director of Golf at Foothills Park and Recreation District, will be receiving the Player Development award from the Colorado section of the PGA of America. With a career spanning back to 1992 with FHPRD. The "PGA Player Development Award" bestows special recognition on a PGA Golf Professional who has displayed extraordinary and exemplary contribution and achievement in the area of player development. The award considers the PGA Professional's growth of the game leadership, commitment at the Section and National levels in the player development arena, and the meaningful impact made at their facility. Congratulations to Director of Golf, Randy Meyers!

How does a new playground come together? The whole community participates from start to finish! A new playground was built in one day at Eagle Meadows Park on Saturday, September 9, but the process began back in February when kids at Ute Meadows Elementary school had a planning session with our Parks staff. More than 400 kids and 100 community members voted to choose their favorite

designs that, of course, had to include an eagle. Then, the Columbine Stake of The Church of Jesus Christ of Latter-day Saints brought 140 volunteers for their Colorado Cares Day of Service at the park to get the playground built, along with neighborhood volunteers. It's amazing to see how much we can accomplish when we all come together as a community!





I attended the Jefferson County Park and Recreation Agencies Directors meeting that was organized by Jefferson County Open Space (JCOS) and hosted by Apex Park & Recreation District. These meetings generally occur 2-3 times per year where all of the agency directors meet to talk about JCOS policies and initiatives, and gives all the agency directors an opportunity to network and share best practices information and discuss projects, trends and issues.

Thank you to Director Daughtrey for attending the Special District Association Conference!

The rebuilding of the practice putting green at the Meadows Golf Club has commenced and the golfing community and staff are anxiously awaiting this improvement. We would like to recognize and thank the Meadows Men's Club for their contribution of \$6,500 towards this capital improvement.

I attended a fundraiser for the Jefferson County Open Space Foundation that was held in Golden.

The Colorado State Legislature passed a new law, HB 21-1110 which expands the unlawful discrimination against an individual with a disability as it relates to the use of technology. Currently, under the Colorado Anti-discrimination Act (CADA), it is unlawful for any person to discriminate against an individual with a disability. This new law, going into effect on 7/1/2024 expands this prohibition by defining and adding new language specifically applied to accessibility of government information technology and expands the state's accessibility standards to include all individuals with disabilities, as defined by the ADA, instead of just people with vision problems. HB 21-1110 relates to all technology, hardware, and software that is both public-facing and internal-facing. This includes any technology provided by or procured by a government entity used by the public or by a government employee. This technology includes but is not limited to websites, applications, kiosks, digital signage, documents, video, audio, and third-party tools. Foothills Park & Recreation District is committed to achieving compliance with this new law as soon as possible. An internal steering committee has been meeting twice a month to evaluate, plan and ultimately implement processes and software in an effort to comply with this new law. To date, we have already contracted with our website design company to provide necessary updates to our two websites to become compliant with Web Content Accessibility Guidelines (WCAG) as defined in the new law. We have also provided a questionnaire to dozens of third-party software providers that the District currently utilizes in an effort to determine their commitment timelines and dedication towards becoming compliant with the new law. These third-party providers include some major systems that the District utilizes such as our golf point of sale and tee time system as well as our recreation software used for class registration and point of sale in our recreation facilities. These systems, along with many others, may need to be changed if we ascertain that they do not plan to become compliant in a timely manner. If changes are necessary, these implementations could result in considerable time and expense.

The Director of Recreation position was posted with a closing date of July 21st and we received over 50 applications. These applications were narrowed to 14 candidates for consideration, and I conducted a phone interview with each of these individuals and through that process, reduced the pool of candidates to five individuals. On August 30th, these five individuals participated in interviews with two separate panels, one of which was the recreation team members and the other being the management team. At this time the pool of candidates was narrowed to four, and Dennis Weiner and I had lunch with each of these candidates to further assess their fit with the District. Based on the lunch meetings, the four candidates were narrowed to two, and we conducted six hours of tours

and meetings with staff members for each of the candidates. These occurred on Tuesday and Wednesday, September 19th and 20th.

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

Just a reminder, if any of the Board members would like to visit any of the project sites, I would be happy to make arrangements to meet you at any of the sites to view the progress of the projects.

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

2023													2023
NAME	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTALS
BOWLES METRO	782.42	538.76	600.67	1,203.17	604.32	512.67	1,488.67	588.92	-	-	-	-	6,319.60
NORMANDY ESTATES	170.66	150.31	83.66	314.96	157.31	119.16	285.84	289.16	-	-	-	-	1,571.06
PLAINS METRO	51.00	3.50	-	30.00	-	-	28.50	44.00	-	-	-	-	157.00
ROXBOROUGH VILLAGE	2,033.76	1,161.67	1,414.21	3,349.49	1,519.40	1,650.40	3,255.67	1,486.89	-	-	-	-	15,871.49
TRAILMARK	1,058.50	665.00	543.75	2,073.90	824.31	931.25	1,942.39	1,078.15	-	-	-	-	9,117.25
VINTAGE RESERVE	139.34	293.10	16.99	611.50	112.50	177.75	820.80	330.00	-	-	-	-	2,501.98
MONTHLY TOTALS	4,235.68	2812.34	2,659.28	7,583.02	3,217.84	3,391.23	7,821.87	3,817.12	0.00	0.00	0.00	0.00	35,538.38



Learn to Skate USA
P.O. Box 38820
Colorado Springs, CO
80937

Phone: 877-LTS-1400
(877-587-1400)
Fax: 877-587-6400
LearnToSkateUSA.com

August 5, 2023

Dear Kimberly Hines,

Learn to Skate USA is proud to recognize Edge Skating Academy for enrolling 1000 skaters and your contribution to promoting and sharing a love of skating across the country.

Your program is one of 185 in the country that has welcomed more than 300 skaters to the ice this year. To celebrate this milestone achievement, Edge Skating Academy will receive a Learn to Skate USA plaque to display at your facility.

Edge Skating Academy will also be highlighted in the winter issue of Learn to Skate USA the magazine and the October issue of SKATING magazine where your success will be shared with all members of U.S. Figure Skating.

In addition to the amount of members in your program, we wanted to share additional information about the success of your program and how it ranks within a variety of fields:

23 in the Nation
1 in the State
5 in the Section

This data can be utilized within your marketing for the upcoming season to contribute to further growth and expansion of your program.

The skaters registered in your Learn to Skate USA program last season represent an extraordinary achievement. Learn to Skate USA is celebrating a record-breaking 2022-23 season and we are delighted to recognize everyone involved in this success. We are appreciative of your continued commitment and dedication to the growth of Learn to Skate USA.

Without you, this success and development would not be possible. We want to extend a heartfelt thank you to everyone involved. The teamwork and commitment between program directors, instructors and facility managers is what makes it possible to grow skating in the community and have a successful program. We sincerely thank you and your staff for your continued support of Learn to Skate USA and send our very best wishes to you for much continued success.

Sincerely,

Susi Wehrli McLaughlin
Senior Director, Membership

Esperanza Salazar
Coordinator, Membership Development

Gordon Harrison
Director, Membership Development

Heather Van Hulle
Manager, Membership Development

endorsed by



FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: 2024 Proposed Budget Estimates – Revenues and Expenditures

In accordance with Colorado Revised Statutes 29-1-105 and 106, staff is required to submit 2024 budget estimates to the governing board by October 15, 2023. In order to satisfy these legal requirements, staff will present estimated revenues and expenditures for 2024 for the District. This document reflects estimated expenditures equal to estimated revenues for 2024; we are required to present a balanced budget.

The budget is available for public inspection after the Board receives and reviews this information. A document with this same information of revenue and expenditures will be available for the public to view as of Wednesday, September 27, 2023, during regular business hours. The hearing for final adoption of the budget in December will be published in the Jeffco Transcript.

Staff will present greater detail of the budget to the Board with the complete 2024 proposed budget for their departmental areas in October and November. The final budget will be the product of the 2024 budget presentations and direction from the Board. Final consideration of the 2024 budget will be no later than the December 13th board meeting, along with resolutions for adoption of the budget, appropriation of funds, and certification of mill levies for the budget year 2024, assuming Proposition HH does not pass in the November election. If Proposition HH does pass, then the statutory deadline to certify the mill levy and approve the budget would be moved to January 5, 2024 and a special Board meeting would need to be scheduled during the first week of January for final consideration of the budget.

As part of the September Board agenda, staff will present a short overview of the 2024 Budget Estimates and will provide a more detailed overview of Proposition HH and the potential impacts to the 2024 Budget if it is approved by Colorado voters, as well as the impact on future budget years.

Action Required: The minutes need to reflect that the Board has received the summary document containing budget estimates for 2024 on this date, September 26, 2023, in compliance with C.R.S. 29-1-105 and 106.

Foothills Park & Recreation District
Summary of All Units
2024 Budget

	2023 Original Budget	2024 Proposed Budget	Change From 2023
OPERATING REVENUES			
Admission Fees	12,889,585	13,958,526	1,068,941
Rentals	3,452,548	3,804,271	351,723
Merchandise Sales	408,001	560,429	152,428
Concessions and Other Contracts	713,758	838,750	124,992
Other Revenue	76,608	61,410	-15,198
TOTAL OPERATING REVENUES	17,540,500	19,223,387	1,682,886
OPERATING EXPENDITURES			
Salaries and Wages	13,540,724	14,538,783	998,059
Personnel	2,599,220	2,755,415	156,195
Supplies	2,820,099	3,064,421	244,322
Purchased Services	3,351,203	3,710,330	359,126
Utilities	2,200,132	2,170,174	-29,958
Insurance	306,944	372,712	65,769
TOTAL OPERATING EXPENDITURES	24,818,322	26,611,835	1,793,513
NET OPERATING REVENUE/(EXPENDITURES)	-7,277,822	-7,388,448	-110,626
NON-OPERATING REVENUE			
Fund Balance	29,812,465	32,588	-29,779,877
Property Taxes Collected for Operations	14,091,268	15,522,991	1,431,723
Specific Ownership Taxes	994,350	988,716	-5,634
Conservation Trust	548,809	559,744	10,934
Contributions and Grants	365,055	109,429	-255,626
Investment Income	205,207	424,800	219,593
TOTAL NON-OPERATING REVENUE	46,017,155	17,638,268	-28,378,887
NON-OPERATING EXPENDITURES			
Grant Expenditures	123,432	130,811	7,379
Facilities & Equipment Repairs and Replacements	34,826,820	6,302,102	-28,524,718
Debt Payments	1,945,000	2,020,000	75,000
Interest Expense	1,626,663	1,558,013	-68,650
Other Expenditures	217,419	238,895	21,476
TOTAL NON-OPERATING EXPENDITURES	38,739,334	10,249,820	-28,489,513
NET REVENUE/(EXPENDITURES)	0	0	0
TOTAL REVENUE	63,557,655	36,861,655	-26,696,001
TOTAL EXPENDITURES	63,557,655	36,861,655	-26,696,001
NET REVENUE/(EXPENDITURES)	0	0	0

Foothills Park & Recreation District
Summary of All Units
2024 Budget

	2023 Original Budget	2024 Proposed Budget	Change From 2023
OPERATING REVENUES			
Admission Fees:			
Leisure Services Summary - Admission Fees	8,926,169	9,265,200	339,031
Golf Summary - Admission Fees	3,687,080	4,388,381	701,301
Other Funds - Admission Fees	276,336	304,945	28,609
Total Admission Fees	12,889,585	13,958,526	1,068,941
Rentals:			
Total Parks and Clement Park - Rentals	116,813	138,085	21,272
Leisure Services Summary - Rentals	2,346,791	2,447,566	100,775
Golf Summary - Rentals	988,944	1,218,620	229,676
Total Rentals	3,452,548	3,804,271	351,723
Merchandise Sales:			
Leisure Services Summary - Merchandise Sales	79,296	86,684	7,388
Golf Summary - Merchandise Sales	328,705	473,745	145,040
Total Merchandise Sales	408,001	560,429	152,428
Concessions and Other Contracts:			
Administration - Concessions and Other Contracts	10,000	10,000	0
Total Parks and Clement Park - Concessions and Other Contracts	4,392	4,392	0
Leisure Services Summary - Concessions and Other Contracts	637,747	674,575	36,828
Golf Summary - Concessions and Other Contracts	61,619	149,783	88,164
Total Concessions and Other Contracts	713,758	838,750	124,992
Other Revenue:			
Administration - Other Revenue	9,050	9,000	-50
Total Parks and Clement Park - Other Revenue	18,000	-140	-18,140
Leisure Services Summary - Other Revenue	42,450	44,150	1,700
Golf Summary - Other Revenue	7,108	8,400	1,292
Total Other Revenue	76,608	61,410	-15,198
TOTAL OPERATING REVENUES:			
Administration - TOTAL OPERATING REVENUES	19,050	19,000	-50
Total Parks and Clement Park - TOTAL OPERATING REVENUES	139,205	142,337	3,132
Leisure Services Summary - TOTAL OPERATING REVENUES	12,032,453	12,518,176	485,723
Golf Summary - TOTAL OPERATING REVENUES	5,073,456	6,238,929	1,165,473
Other Funds - TOTAL OPERATING REVENUES	276,336	304,945	28,609
Total TOTAL OPERATING REVENUES	17,540,500	19,223,387	1,682,886
OPERATING EXPENDITURES			
Salaries and Wages:			
Administration - Salaries and Wages	1,273,727	1,470,763	197,036
Total Parks and Clement Park - Salaries and Wages	2,428,875	2,596,004	167,129
Leisure Services Summary - Salaries and Wages	7,622,841	8,097,174	474,333
Golf Summary - Salaries and Wages	2,212,281	2,374,842	162,561
Other Funds - Salaries and Wages	3,000	0	-3,000
Total Salaries and Wages	13,540,724	14,538,783	998,059
Personnel:			
Administration - Personnel	251,599	303,393	51,795
Total Parks and Clement Park - Personnel	577,883	648,948	71,065
Leisure Services Summary - Personnel	1,358,684	1,382,430	23,747
Golf Summary - Personnel	410,745	420,643	9,899

Foothills Park & Recreation District
Summary of All Units
2024 Budget

	2023 Original Budget	2024 Proposed Budget	Change From 2023
Other Funds - Personnel	310	0	-310
Total Personnel	2,599,220	2,755,415	156,195
Supplies:			
Administration - Supplies	30,788	33,307	2,520
Total Parks and Clement Park - Supplies	679,165	654,623	-24,542
Leisure Services Summary - Supplies	1,069,074	1,210,666	141,591
Golf Summary - Supplies	946,649	1,165,825	219,176
Other Funds - Supplies	94,423	0	-94,423
Total Supplies	2,820,099	3,064,421	244,322
Purchased Services:			
Administration - Purchased Services	818,332	953,674	135,342
Total Parks and Clement Park - Purchased Services	519,693	647,215	127,522
Leisure Services Summary - Purchased Services	1,568,006	1,588,385	20,379
Golf Summary - Purchased Services	404,906	521,056	116,150
Other Funds - Purchased Services	40,267	0	-40,267
Total Purchased Services	3,351,203	3,710,330	359,126
Utilities:			
Administration - Utilities	-27,654	-24,888	2,766
Total Parks and Clement Park - Utilities	820,139	675,088	-145,051
Leisure Services Summary - Utilities	984,752	1,036,512	51,760
Golf Summary - Utilities	422,895	483,462	60,567
Total Utilities	2,200,132	2,170,174	-29,958
Insurance:			
Administration - Insurance	124,522	119,548	-4,974
Total Parks and Clement Park - Insurance	67,347	78,512	11,165
Leisure Services Summary - Insurance	102,370	155,203	52,833
Golf Summary - Insurance	12,705	19,449	6,744
Total Insurance	306,944	372,712	65,769
	345000		
TOTAL OPERATING EXPENDITURES:			
Administration - TOTAL OPERATING EXPENDITURES	2,471,313	2,855,797	384,484
Total Parks and Clement Park - TOTAL OPERATING EXPENDITURES	5,093,102	5,300,391	207,289
Leisure Services Summary - TOTAL OPERATING EXPENDITURES	12,705,726	13,470,370	764,643
Golf Summary - TOTAL OPERATING EXPENDITURES	4,410,181	4,985,277	575,096
Other Funds - TOTAL OPERATING EXPENDITURES	138,000	0	-138,000
Total TOTAL OPERATING EXPENDITURES	24,818,322	26,611,835	1,793,513
NET OPERATING REVENUE/(EXPENDITURES):			
Administration - NET OPERATING REVENUE/(EXPENDITURES)	-2,452,263	-2,836,797	-384,534
Total Parks and Clement Park - NET OPERATING REVENUE/(EXPENDITURES)	-4,953,897	-5,158,054	-204,157
Leisure Services Summary - NET OPERATING REVENUE/(EXPENDITURES)	-673,273	-952,194	-278,920
Golf Summary - NET OPERATING REVENUE/(EXPENDITURES)	663,275	1,253,652	590,377
Other Funds - NET OPERATING REVENUE/(EXPENDITURES)	138,336	304,945	166,609
Total NET OPERATING REVENUE/(EXPENDITURES)	-7,277,822	-7,388,448	-110,626
NON-OPERATING REVENUE			

Foothills Park & Recreation District
Summary of All Units
2024 Budget

	2023 Original Budget	2024 Proposed Budget	Change From 2023
Fund Balance:			
Other Funds - Fund Balance	29,812,465	32,588	-29,779,877
Total Fund Balance	29,812,465	32,588	-29,779,877
Property Taxes Collected for Operations:			
Administration - Property Taxes Collected for Operations	5,723,845	6,756,246	1,032,401
Total Parks and Clement Park - Property Taxes Collected for Operations	4,977,218	5,161,621	184,403
Leisure Services Summary - Property Taxes Collected for Operations	1,147,604	1,340,244	192,640
Other Funds - Property Taxes Collected for Operations	2,242,601	2,264,880	22,279
Total Property Taxes Collected for Operations	14,091,268	15,522,991	1,431,723
Specific Ownership Taxes:			
Other Funds - Specific Ownership Taxes	994,350	988,716	-5,634
Total Specific Ownership Taxes	994,350	988,716	-5,634
Conservation Trust:			
Other Funds - Conservation Trust	548,809	559,744	10,934
Total Conservation Trust	548,809	559,744	10,934
Contributions and Grants:			
Leisure Services Summary - Contributions and Grants	122,616	5,500	-117,116
Other Funds - Contributions and Grants	242,439	103,929	-138,510
Total Contributions and Grants	365,055	109,429	-255,626
Investment Income:			
Administration - Investment Income	205,207	424,800	219,593
Total Investment Income	205,207	424,800	219,593
TOTAL NON-OPERATING REVENUE:			
Administration - TOTAL NON-OPERATING REVENUE	5,929,053	7,181,046	1,251,993
Total Parks and Clement Park - TOTAL NON-OPERATING REVENUE	4,977,218	5,161,621	184,403
Leisure Services Summary - TOTAL NON-OPERATING REVENUE	1,270,220	1,345,744	75,524
Other Funds - TOTAL NON-OPERATING REVENUE	33,840,665	3,949,858	-29,890,808
Total TOTAL NON-OPERATING REVENUE	46,017,155	17,638,268	-28,378,887
NON-OPERATING EXPENDITURES			
Grant Expenditures:			
Other Funds - Grant Expenditures	123,432	130,811	7,379
Total Grant Expenditures	123,432	130,811	7,379
Facilities & Equipment Repairs and Replacements:			
Total Parks and Clement Park - Facilities & Equipment Repairs and Replacements	20,000	0	-20,000
Golf Summary - Facilities & Equipment Repairs and Replacements	500	0	-500
Other Funds - Facilities & Equipment Repairs and Replacements	34,806,320	6,302,102	-28,504,218
Total Facilities & Equipment Repairs and Replacements	34,826,820	6,302,102	-28,524,718
Debt Payments:			
Other Funds - Debt Payments	1,945,000	2,020,000	75,000
Total Debt Payments	1,945,000	2,020,000	75,000

Foothills Park & Recreation District
Summary of All Units
2024 Budget

	2023 Original Budget	2024 Proposed Budget	Change From 2023
Interest Expense:			
Other Funds - Interest Expense	1,626,663	1,558,013	-68,650
Total Interest Expense	1,626,663	1,558,013	-68,650
Other Expenditures:			
Total Parks and Clement Park - Other Expenditures	3,321	3,567	246
Other Funds - Other Expenditures	214,098	235,328	21,230
Total Other Expenditures	217,419	238,895	21,476
TOTAL NON-OPERATING EXPENDITURES:			
Total Parks and Clement Park - TOTAL NON-OPERATING EXPENDITURES	23,321	3,567	-19,754
Golf Summary - TOTAL NON-OPERATING EXPENDITURES	500	0	-500
Other Funds - TOTAL NON-OPERATING EXPENDITURES	38,715,513	10,246,253	-28,469,260
Total TOTAL NON-OPERATING EXPENDITURES	38,739,334	10,249,820	-28,489,513
NET REVENUE/(EXPENDITURES):			
Administration - NET REVENUE/(EXPENDITURES)	3,476,790	4,344,249	867,459
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	596,946	393,550	-203,397
Golf Summary - NET REVENUE/(EXPENDITURES)	662,775	1,253,652	590,877
Other Funds - NET REVENUE/(EXPENDITURES)	-4,736,512	-5,991,451	-1,254,939
Total NET REVENUE/(EXPENDITURES)	0	0	0
TOTAL REVENUE:			
Administration - TOTAL REVENUE	5,948,103	7,200,046	1,251,943
Total Parks and Clement Park - TOTAL REVENUE	5,116,423	5,303,958	187,535
Leisure Services Summary - TOTAL REVENUE	13,302,673	13,863,919	561,247
Golf Summary - TOTAL REVENUE	5,073,456	6,238,929	1,165,473
Other Funds - TOTAL REVENUE	34,117,001	4,254,803	-29,862,199
Total TOTAL REVENUE	63,557,655	36,861,655	-26,696,001
TOTAL EXPENDITURES:			
Administration - TOTAL EXPENDITURES	2,471,313	2,855,797	384,484
Total Parks and Clement Park - TOTAL EXPENDITURES	5,116,423	5,303,958	187,535
Leisure Services Summary - TOTAL EXPENDITURES	12,705,726	13,470,370	764,643
Golf Summary - TOTAL EXPENDITURES	4,410,681	4,985,277	574,596
Other Funds - TOTAL EXPENDITURES	38,853,513	10,246,253	-28,607,260
Total TOTAL EXPENDITURES	63,557,655	36,861,655	-26,696,001
NET REVENUE/(EXPENDITURES):			
Administration - NET REVENUE/(EXPENDITURES)	3,476,790	4,344,249	867,459
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	596,946	393,550	-203,397
Golf Summary - NET REVENUE/(EXPENDITURES)	662,775	1,253,652	590,877
Other Funds - NET REVENUE/(EXPENDITURES)	-4,736,512	-5,991,451	-1,254,939
Total NET REVENUE/(EXPENDITURES)	0	0	0

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023
TO: Foothills Board of Directors
FROM: Dennis Weiner, Director of Finance and Administrative Services
SUBJECT: AUGUST FINANCIAL UPDATE

Attached are the District's Financial Summary report and discussion of the District's year-to-date operating revenues and expenditures as well as non-operating revenues and expenditures through August 31, 2023 as compared to the budget.

Also included is a summary comparison of actual versus budget for the year-to-date by department. If you have any questions concerning this information, please ask me.

**EXECUTIVE SUMMARY OF THE DISTRICT
ACTUAL VS BUDGET FOR THE YEAR-TO-DATE PERIOD ENDED 8/31/2023**

Total Year-to Date Operating Revenue:

Total District Year-to-Date Operating Revenues are \$14,296,342 versus a budget of \$12,942,571 or \$1,353,771 higher than planned due to the following:

- Admission Fee Revenues were \$10,616,396, which was \$918,012 better than planned.
 - Leisure Services admission fees were \$333,347 lower than planned driven by lower admission fees in Children's programs for Before and After Care and All Day Care programs and lower admission fees collected in Aquatics, partially offset by higher than planned fee revenue in Fitness and at the Edge Ice Arena for Hockey, Group Lessons and Figure Skating.
 - Golf admission fees, including Golf Development and Improvement Fund revenue, were \$4,389,418, which was better than plan by \$1,251,359 because of a higher number of rounds played than planned at both District golf courses.
- Rentals were \$2,751,788, which was higher than plan by \$326,985 resulting from higher than planned rental revenue from carts at both District golf courses, partially offset by lower than planned field rentals in District Athletics.
- Merchandise sales were better than plan by \$55,230, because of higher than planned levels of sales at The Meadows Golf Club pro shop.

Total Year-To-Date Operating Expenditures:

Total District Year-to-Date Operating Expenditures are \$16,658,849 versus budget of \$17,663,049 or \$1,004,200 better than planned due to the following:

- Salaries and Wages expenditures were \$8,981,777, which was better than plan by \$507,491, or roughly 5.4%. Full-Time Salaries were better than budget by \$129,552 mainly because of the timing of hiring for open full-time positions in Parks, Facility Maintenance and Children's Programs and a staffing change in fitness which resulted in a reduction in full-time staff headcount. Part-time wages were lower than planned by \$375,178 due to the delay in opening Columbine West and Sixth Avenue West pool locations, a first quarter conversion to full-time of a budgeted part-time position in the Arts department and lower part-time hours in Urban Parks and Children's Programs related to unfilled part-time positions.
- Personnel expenditures were \$141,905 lower than planned, resulting from lower than planned health insurance and payroll tax expenditures related to lower staff levels.

- Supplies expenditures were \$75,084 higher than budgeted due to higher expenditures on facility and pool repair parts and higher cost of sales than planned driven by higher levels of merchandise sales in golf.
- Purchased Services expenditures were \$238,585 lower than budgeted due to lower election and public relations expenditures.
- Utilities were \$1,308,344, which was lower than planned by \$228,895. Electric, natural gas and water expenditures were better than planned by \$58,278, \$18,542 and \$152,074, respectively due to lower than planned usage.

Net Operating Loss:

Net Operating Loss was \$2,362,507 compared to a planned Net Operating Loss of \$4,720,478, or \$2,357,971 better than plan, driven by higher than planned revenue from Golf and lower than budgeted Salaries, Personnel and Utility expenditures throughout the District.

Non-Operating Revenue and Expenditures:

Net Non-Operating Expenditures were \$427,206, which was \$1,699,605 better than plan primarily due to the following:

- Investment income was better than planned by \$957,762 driven by higher than planned invested balances due to the timing of spending on the 2021 COP projects and higher than planned yields on invested balances.
- Specific Ownership taxes were better than plan by \$32,166 because of higher than planned taxes collected from vehicle registrations within Jefferson County.
- Conservation Trust Fund revenues from lottery sales were \$59,456 better than planned.
- Contributions and Grants were better than planned by \$302,965 driven by funds received for Children's Programs under the Childcare Stabilization and Workforce Retention Grant.
- Insurance Proceeds were better than plan by \$379,308 mainly due to reimbursements received from insurance under a claim for the roof replacement over the east rink at the Edge Ice Arena.
- Property Tax Revenue was \$23,429 lower than planned because of slower collection of property taxes by the County than anticipated.

Net Revenue/Expenditures:

As a result, through August 31, 2023, Net Expenditure were \$2,789,713, which was \$4,083,447 favorable to plan because of better than expected Net Operating Loss, investment income, grant revenue, Conservation Trust Fund revenues and unplanned insurance proceeds.

Foothills Park & Recreation District
Summary of All Units
Thursday, August 31, 2023

	August			YTD			2023			
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	2022
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
OPERATING REVENUES										
Admission Fees	\$1,734,913	\$1,422,311	\$312,602	\$10,616,396	\$9,698,384	\$918,012	\$12,889,585	\$2,273,189	82.36%	\$8,441,423
Rentals	479,631	348,287	131,344	2,751,788	2,424,803	326,985	3,452,548	700,760	79.70%	2,482,059
Merchandise Sales	63,546	40,327	23,219	341,146	285,916	55,230	408,001	66,855	83.61%	345,372
Concessions and Other Contracts	74,205	54,111	20,094	517,344	473,380	43,964	713,758	196,414	72.48%	443,098
Other Revenue	18,610	14,336	4,274	69,668	60,088	9,580	76,608	6,940	90.94%	75,936
TOTAL OPERATING REVENUES	2,370,905	1,879,373	491,533	14,296,342	12,942,571	1,353,771	17,540,500	3,244,158	81.50%	11,787,890
OPERATING EXPENDITURES										
Salaries and Wages	1,227,312	1,313,370	86,059	8,981,777	9,489,268	507,491	13,540,724	4,558,947	66.33%	8,337,297
Personnel	189,017	208,762	19,745	1,731,999	1,873,904	141,905	2,599,220	867,221	66.64%	1,702,544
Supplies	339,078	255,053	(84,025)	2,175,103	2,100,019	(75,084)	2,820,099	644,996	77.13%	1,852,473
Purchased Services	277,511	309,141	31,630	2,219,078	2,457,663	238,585	3,351,203	1,132,125	66.22%	2,075,278
Utilities	238,940	286,745	47,805	1,308,344	1,537,239	228,895	2,200,132	891,788	59.47%	1,494,057
Insurance	33,647	25,497	(8,150)	234,934	204,956	(29,978)	306,944	72,010	76.54%	195,416
Other Expenditures	819	-	(819)	7,614	-	(7,614)	-	(7,614)	0.00%	(3,941)
TOTAL OPERATING EXPENDITURES	2,306,324	2,398,569	92,245	16,658,849	17,663,049	1,004,200	24,818,322	8,159,473	67.12%	15,653,125
NET OPERATING REVENUE/(EXPENDITURES)	64,582	(519,196)	583,778	(2,362,507)	(4,720,478)	2,357,971	(7,277,822)	(4,915,315)	32.46%	(3,865,236)
NON-OPERATING REVENUE										
Fund Balance	-	-	-	41,284	38,548	2,736	29,812,465	29,771,181	0.14%	37,093
Property Taxes Collected to Pay GO Bonds	-	-	-	-	-	-	-	-	0.00%	110,308
Property Taxes Collected for Operations	52,902	58,534	(5,632)	13,992,618	14,016,047	(23,429)	14,091,268	98,650	99.30%	14,097,390
Specific Ownership Taxes	96,584	87,543	9,041	684,400	652,234	32,166	994,350	309,950	68.83%	667,618
Conservation Trust	-	-	-	333,860	274,405	59,456	548,809	214,949	60.83%	295,478
Contributions and Grants	12,015	12,355	(340)	666,157	363,192	302,965	365,055	(301,102)	182.48%	852,676
Investment Income	155,029	14,854	140,174	1,114,955	157,193	957,762	205,207	(909,748)	543.33%	270,057
Gain/(Loss) on Sale of Capital Assets	-	-	-	-	-	-	-	-	0.00%	13,491
Proceeds from Insurance	6,071	-	6,071	379,308	-	379,308	-	(379,308)	0.00%	9,171
Other Income	-	-	-	1,577	-	1,577	-	(1,577)	0.00%	544
TOTAL NON-OPERATING REVENUE	322,601	173,287	149,315	17,214,160	15,501,619	1,712,541	46,017,155	28,802,995	37.41%	16,353,825
NON-OPERATING EXPENDITURES										
Grant Expenditures	10,543	1,500	(9,043)	109,314	109,306	(8)	123,432	14,118	88.56%	86,213
Facilities & Equipment Repairs and Replacements	3,684,975	3,684,975	-	16,515,374	16,515,874	500	34,826,820	18,311,446	47.42%	10,081,858
Debt Payments	-	-	-	-	-	-	1,945,000	1,945,000	0.00%	80,200
Interest Expense	-	-	-	813,331	813,331	-	1,626,663	813,331	50.00%	848,033
Other Expenditures	(3,003)	3,578	6,581	203,347	215,791	12,443	217,419	14,072	93.53%	290,853
TOTAL NON-OPERATING EXPENDITURES	3,692,515	3,690,053	(2,462)	17,641,366	17,654,302	12,936	38,739,334	21,097,967	45.54%	11,387,158
NET REVENUE/(EXPENDITURES)	(3,305,332)	(4,035,963)	730,631	(2,789,713)	(6,873,161)	4,083,447	0	2,789,713		1,101,432
TOTAL REVENUE	2,693,507	2,052,659	640,847	31,510,502	28,444,190	3,066,312	63,557,655	32,047,153	49.58%	28,141,715
TOTAL EXPENDITURES	5,998,839	6,088,622	89,783	34,300,215	35,317,351	1,017,136	63,557,655	29,257,440	53.97%	27,040,283
NET REVENUE/(EXPENDITURES)	(3,305,332)	(4,035,963)	730,631	(2,789,713)	(6,873,161)	4,083,447	0	2,789,713		1,101,432

Foothills Park & Recreation District
Summary of All Units
Thursday, August 31, 2023

	August			YTD			2023			
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	2022
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
OPERATING REVENUES										
Admission Fees:										
Total Parks and Clement Park - Admission Fees	-	-	-	-	-	-	-	-	0.00%	116,151
Leisure Services Summary - Admission Fees	815,754	882,565	(66,811)	6,226,979	6,560,326	(333,347)	8,926,169	2,699,190	69.76%	4,613,977
Golf Summary - Admission Fees	863,480	511,253	352,226	4,137,157	2,891,747	1,245,410	3,687,080	(450,077)	112.21%	3,480,658
Other Funds - Admission Fees	55,680	28,493	27,187	252,261	246,312	5,949	276,336	24,075	91.29%	230,638
Total Admission Fees	1,734,913	1,422,311	312,602	10,616,396	9,698,384	918,012	12,889,585	2,273,189	82.36%	8,441,423
Rentals:										
Total Parks and Clement Park - Rentals	26,782	18,721	8,061	117,018	98,843	18,175	116,813	(205)	100.18%	162,122
Leisure Services Summary - Rentals	181,275	189,018	(7,742)	1,465,355	1,536,822	(71,467)	2,346,791	881,436	62.44%	1,245,110
Golf Summary - Rentals	271,574	140,549	131,025	1,169,415	789,138	380,277	988,944	(180,471)	118.25%	1,074,828
Total Rentals	479,631	348,287	131,344	2,751,788	2,424,803	326,985	3,452,548	700,760	79.70%	2,482,059
Merchandise Sales:										
Leisure Services Summary - Merchandise Sales	4,829	5,328	(499)	48,398	48,911	(513)	79,296	30,898	61.03%	44,616
Golf Summary - Merchandise Sales	58,717	34,999	23,718	292,748	237,005	55,743	328,705	35,957	89.06%	300,756
Total Merchandise Sales	63,546	40,327	23,219	341,146	285,916	55,230	408,001	66,855	83.61%	345,372
Concessions and Other Contracts:										
Administration - Concessions and Other Contracts	-	-	-	10,000	10,000	-	10,000	-	100.00%	10,000
Total Parks and Clement Park - Concessions and Other Contracts	-	-	-	4,392	4,392	0	4,392	0	100.01%	4,392
Leisure Services Summary - Concessions and Other Contracts	60,744	53,511	7,233	455,335	454,188	1,147	637,747	182,412	71.40%	392,902
Golf Summary - Concessions and Other Contracts	13,462	600	12,862	47,617	4,800	42,817	61,619	14,002	77.28%	35,804
Total Concessions and Other Contracts	74,205	54,111	20,094	517,344	473,380	43,964	713,758	196,414	72.48%	443,098
Other Revenue:										
Administration - Other Revenue	(117)	400	(517)	16,917	8,500	8,417	9,050	(7,867)	186.93%	10,464
Total Parks and Clement Park - Other Revenue	125	2,700	(2,575)	5,331	13,500	(8,169)	18,000	12,669	29.62%	5,019
Leisure Services Summary - Other Revenue	18,152	10,226	7,926	46,243	32,738	13,504	42,450	(3,793)	108.93%	57,272
Golf Summary - Other Revenue	450	1,010	(560)	1,178	5,350	(4,172)	7,108	5,930	16.57%	3,182
Total Other Revenue	18,610	14,336	4,274	69,668	60,088	9,580	76,608	6,940	90.94%	75,936
TOTAL OPERATING REVENUES:										
Administration - TOTAL OPERATING REVENUES	(117)	400	(517)	26,917	18,500	8,417	19,050	(7,867)	141.30%	20,464
Total Parks and Clement Park - TOTAL OPERATING REVENUES	26,907	21,421	5,486	126,742	116,735	10,007	139,205	12,463	91.05%	287,683
Leisure Services Summary - TOTAL OPERATING REVENUES	1,080,754	1,140,648	(59,894)	8,242,309	8,632,985	(390,676)	12,032,453	3,790,144	68.50%	6,353,876
Golf Summary - TOTAL OPERATING REVENUES	1,207,682	688,411	519,271	5,648,114	3,928,040	1,720,074	5,073,456	(574,658)	111.33%	4,895,228
Other Funds - TOTAL OPERATING REVENUES	55,680	28,493	27,187	252,261	246,312	5,949	276,336	24,075	91.29%	230,638

	August			YTD			2023			2022 YTD
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Total TOTAL OPERATING REVENUES	2,370,905	1,879,373	491,533	14,296,342	12,942,571	1,353,771	17,540,500	3,244,158	81.50%	11,787,890
OPERATING EXPENDITURES										
Salaries and Wages:										
Administration - Salaries and Wages	107,006	107,940	934	838,409	848,123	9,714	1,273,727	435,317	65.82%	814,522
Total Parks and Clement Park - Salaries and Wages	210,912	231,365	20,453	1,569,704	1,654,642	84,939	2,428,875	859,172	64.63%	1,363,774
Leisure Services Summary - Salaries and Wages	658,816	728,341	69,524	5,008,811	5,417,030	408,219	7,622,841	2,614,030	65.71%	4,677,093
Golf Summary - Salaries and Wages	250,435	245,725	(4,710)	1,563,885	1,566,473	2,588	2,212,281	648,396	70.69%	1,481,908
Other Funds - Salaries and Wages	143	-	(143)	969	3,000	2,031	3,000	2,031	32.30%	-
Total Salaries and Wages	1,227,312	1,313,370	86,059	8,981,777	9,489,268	507,491	13,540,724	4,558,947	66.33%	8,337,297
Personnel:										
Administration - Personnel	15,894	16,410	517	178,186	183,351	5,165	251,599	73,412	70.82%	178,909
Total Parks and Clement Park - Personnel	43,116	44,984	1,868	402,639	411,873	9,234	577,883	175,244	69.67%	377,084
Leisure Services Summary - Personnel	96,162	111,512	15,350	873,377	979,416	106,039	1,358,684	485,306	64.28%	862,367
Golf Summary - Personnel	33,834	35,855	2,021	277,752	298,953	21,201	410,745	132,992	67.62%	284,185
Other Funds - Personnel	11	-	(11)	44	310	266	310	266	14.14%	-
Total Personnel	189,017	208,762	19,745	1,731,999	1,873,904	141,905	2,599,220	867,221	66.64%	1,702,544
Supplies:										
Administration - Supplies	5,479	2,497	(2,981)	22,742	15,281	(7,461)	30,788	8,046	73.87%	15,140
Total Parks and Clement Park - Supplies	46,753	60,471	13,718	475,366	557,257	81,891	679,165	203,799	69.99%	431,044
Leisure Services Summary - Supplies	149,803	92,852	(56,951)	872,850	772,673	(100,177)	1,069,074	196,224	81.65%	726,607
Golf Summary - Supplies	117,102	88,847	(28,255)	724,488	671,721	(52,767)	946,649	222,161	76.53%	679,682
Other Funds - Supplies	19,940	10,386	(9,554)	79,657	83,088	3,431	94,423	14,766	84.36%	-
Total Supplies	339,078	255,053	(84,025)	2,175,103	2,100,019	(75,084)	2,820,099	644,996	77.13%	1,852,473
Purchased Services:										
Administration - Purchased Services	50,941	86,254	35,313	514,931	636,774	121,842	818,332	303,401	62.92%	526,725
Total Parks and Clement Park - Purchased Services	27,903	46,617	18,714	352,933	398,657	45,725	519,693	166,760	67.91%	316,527
Leisure Services Summary - Purchased Services	130,608	137,836	7,229	1,011,197	1,083,435	72,239	1,568,006	556,809	64.49%	907,606
Golf Summary - Purchased Services	65,862	28,500	(37,361)	325,727	298,529	(27,198)	404,906	79,179	80.45%	324,419
Other Funds - Purchased Services	2,199	9,933	7,734	14,291	40,267	25,976	40,267	25,976	35.49%	-
Total Purchased Services	277,511	309,141	31,630	2,219,078	2,457,663	238,585	3,351,203	1,132,125	66.22%	2,075,278
Utilities:										
Administration - Utilities	(1,753)	(5,613)	(3,859)	(37,081)	(22,599)	14,482	(27,654)	9,427	134.09%	7,866
Total Parks and Clement Park - Utilities	121,477	159,425	37,948	436,124	592,093	155,969	820,139	384,015	53.18%	543,085
Leisure Services Summary - Utilities	73,886	80,848	6,962	648,021	685,812	37,791	984,752	336,731	65.81%	662,108
Golf Summary - Utilities	45,331	52,085	6,754	261,281	281,932	20,652	422,895	161,615	61.78%	280,998
Total Utilities	238,940	286,745	47,805	1,308,344	1,537,239	228,895	2,200,132	891,788	59.47%	1,494,057

	August			YTD			2023			2022 YTD
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	
Insurance:										
Administration - Insurance	9,224	10,377	1,152	73,772	83,014	9,243	124,522	50,750	59.24%	74,105
Total Parks and Clement Park - Insurance	10,946	5,612	(5,334)	53,352	44,898	(8,454)	67,347	13,995	79.22%	40,475
Leisure Services Summary - Insurance	11,976	8,449	(3,527)	95,804	68,574	(27,231)	102,370	6,565	93.59%	72,625
Golf Summary - Insurance	1,501	1,059	(442)	12,006	8,470	(3,535)	12,705	700	94.49%	8,211
Total Insurance	33,647	25,497	(8,150)	234,934	204,956	(29,978)	306,944	72,010	76.54%	195,416
Other Expenditures:										
Leisure Services Summary - Other Expenditures	900	-	(900)	1,794	-	(1,794)	-	(1,794)	0.00%	(785)
Golf Summary - Other Expenditures	(81)	-	81	5,820	-	(5,820)	-	(5,820)	0.00%	(3,156)
Total Other Expenditures	819	-	(819)	7,614	-	(7,614)	-	(7,614)	0.00%	(3,941)
TOTAL OPERATING EXPENDITURES:										
Administration - TOTAL OPERATING EXPENDITURES	186,790	217,866	31,076	1,590,960	1,743,945	152,985	2,471,313	880,353	64.38%	1,617,266
Total Parks and Clement Park - TOTAL OPERATING EXPENDITURES	461,107	548,475	87,368	3,290,117	3,659,421	369,304	5,093,102	1,802,985	64.60%	3,071,989
Leisure Services Summary - TOTAL OPERATING EXPENDITURES	1,122,151	1,159,838	37,687	8,511,853	9,006,940	495,087	12,705,726	4,193,873	66.99%	7,907,622
Golf Summary - TOTAL OPERATING EXPENDITURES	513,983	452,071	(61,912)	3,170,958	3,126,079	(44,879)	4,410,181	1,239,223	71.90%	3,056,248
Other Funds - TOTAL OPERATING EXPENDITURES	22,293	20,319	(1,974)	94,961	126,665	31,704	138,000	43,039	68.81%	-
Total TOTAL OPERATING EXPENDITURES	2,306,324	2,398,569	92,245	16,658,849	17,663,049	1,004,200	24,818,322	8,159,473	67.12%	15,653,125
NET OPERATING REVENUE/(EXPENDITURES):										
Administration - NET OPERATING REVENUE/(EXPENDITURES)	(186,907)	(217,466)	30,559	(1,564,043)	(1,725,445)	161,402	(2,452,263)	(888,220)	63.78%	(1,596,802)
Total Parks and Clement Park - NET OPERATING REVENUE/(EXPENDITURES)	(434,200)	(527,054)	92,854	(3,163,375)	(3,542,686)	379,311	(4,953,897)	(1,790,522)	63.86%	(2,784,306)
Leisure Services Summary - NET OPERATING REVENUE/(EXPENDITURES)	(41,397)	(19,190)	(22,207)	(269,545)	(373,955)	104,411	(673,273)	(403,729)	40.03%	(1,553,745)
Golf Summary - NET OPERATING REVENUE/(EXPENDITURES)	693,699	236,340	457,359	2,477,156	801,961	1,675,195	663,275	(1,813,881)	373.47%	1,838,980
Other Funds - NET OPERATING REVENUE/(EXPENDITURES)	33,387	8,174	25,213	157,300	119,647	37,653	138,336	(18,964)	113.71%	230,638
Total NET OPERATING REVENUE/(EXPENDITURES)	64,582	(519,196)	583,778	(2,362,507)	(4,720,478)	2,357,971	(7,277,822)	(4,915,315)	32.46%	(3,865,236)
NON-OPERATING REVENUE										
Fund Balance:										
Other Funds - Fund Balance	-	-	-	41,284	38,548	2,736	29,812,465	29,771,181	0.14%	37,093
Total Fund Balance	-	-	-	41,284	38,548	2,736	29,812,465	29,771,181	0.14%	37,093
Property Taxes Collected to Pay GO Bonds:										
Other Funds - Property Taxes Collected to Pay GO Bonds	-	-	-	-	-	-	-	-	0.00%	110,308
Total Property Taxes Collected to Pay GO Bonds	-	-	-	-	-	-	-	-	0.00%	110,308
Property Taxes Collected for Operations:										
Administration - Property Taxes Collected for Operations	(496,940)	(491,308)	(5,632)	9,219,673	9,243,103	(23,429)	5,723,845	(3,495,828)	161.07%	9,831,800
Total Parks and Clement Park - Property Taxes Collected for Operations	527,068	527,068	0	3,565,988	3,565,989	(1)	4,977,218	1,411,230	71.65%	3,041,631

	August			YTD			2023			
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	2022
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
Leisure Services Summary - Property Taxes Collected for Operations	106,753	106,753	0	833,372	833,371	1	1,147,604	314,232	72.62%	845,921
Other Funds - Property Taxes Collected for Operations	(83,979)	(83,979)	0	373,585	373,585	0	2,242,601	1,869,016	16.66%	378,038
Total Property Taxes Collected for Operations	52,902	58,534	(5,632)	13,992,618	14,016,047	(23,429)	14,091,268	98,650	99.30%	14,097,390
Specific Ownership Taxes:										
Other Funds - Specific Ownership Taxes	96,584	87,543	9,041	684,400	652,234	32,166	994,350	309,950	68.83%	667,618
Total Specific Ownership Taxes	96,584	87,543	9,041	684,400	652,234	32,166	994,350	309,950	68.83%	667,618
Conservation Trust:										
Other Funds - Conservation Trust	-	-	-	333,860	274,405	59,456	548,809	214,949	60.83%	295,478
Total Conservation Trust	-	-	-	333,860	274,405	59,456	548,809	214,949	60.83%	295,478
Contributions and Grants:										
Total Parks and Clement Park - Contributions and Grants	-	-	-	4,370	-	4,370	-	(4,370)	0.00%	2,591
Leisure Services Summary - Contributions and Grants	11,732	12,055	(323)	360,678	120,653	240,025	122,616	(238,062)	294.15%	742,920
Other Funds - Contributions and Grants	283	300	(17)	301,109	242,539	58,570	242,439	(58,670)	124.20%	107,165
Total Contributions and Grants	12,015	12,355	(340)	666,157	363,192	302,965	365,055	(301,102)	182.48%	852,676
Investment Income:										
Administration - Investment Income	155,029	14,854	140,174	1,114,955	157,193	957,762	205,207	(909,748)	543.33%	270,057
Total Investment Income	155,029	14,854	140,174	1,114,955	157,193	957,762	205,207	(909,748)	543.33%	270,057
Gain/(Loss) on Sale of Capital Assets:										
Other Funds - Gain/(Loss) on Sale of Capital Assets	-	-	-	-	-	-	-	-	0.00%	13,491
Total Gain/(Loss) on Sale of Capital Assets	-	-	-	-	-	-	-	-	0.00%	13,491
Proceeds from Insurance :										
Administration - Proceeds from Insurance	-	-	-	-	-	-	-	-	0.00%	5,000
Total Parks and Clement Park - Proceeds from Insurance	6,071	-	6,071	42,144	-	42,144	-	(42,144)	0.00%	-
Leisure Services Summary - Proceeds from Insurance	-	-	-	337,164	-	337,164	-	(337,164)	0.00%	4,171
Total Proceeds from Insurance	6,071	-	6,071	379,308	-	379,308	-	(379,308)	0.00%	9,171
Other Income:										
Other Funds - Other Income	-	-	-	1,577	-	1,577	-	(1,577)	0.00%	544
Total Other Income	-	-	-	1,577	-	1,577	-	(1,577)	0.00%	544
TOTAL NON-OPERATING REVENUE:										
Administration - TOTAL NON-OPERATING REVENUE	(341,911)	(476,453)	134,542	10,334,629	9,400,296	934,333	5,929,053	(4,405,576)	174.30%	10,106,856
Total Parks and Clement Park - TOTAL NON-OPERATING REVENUE	533,139	527,068	6,072	3,612,501	3,565,989	46,512	4,977,218	1,364,716	72.58%	3,044,222
Leisure Services Summary - TOTAL NON-OPERATING REVENUE	118,485	118,808	(323)	1,531,214	954,024	577,189	1,270,220	(260,994)	120.55%	1,593,012

	August			YTD			2023			
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	2022
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
Other Funds - TOTAL NON-OPERATING REVENUE	12,888	3,864	9,024	1,735,816	1,581,310	154,506	33,840,665	32,104,849	5.13%	1,609,735
Total TOTAL NON-OPERATING REVENUE	322,601	173,287	149,315	17,214,160	15,501,619	1,712,541	46,017,155	28,802,995	37.41%	16,353,825
NON-OPERATING EXPENDITURES										
Grant Expenditures:										
Leisure Services Summary - Grant Expenditures	-	-	-	-	-	-	-	-	0.00%	1,707
Other Funds - Grant Expenditures	10,543	1,500	(9,043)	109,314	109,306	(8)	123,432	14,118	88.56%	84,506
Total Grant Expenditures	10,543	1,500	(9,043)	109,314	109,306	(8)	123,432	14,118	88.56%	86,213
Facilities & Equipment Repairs and Replacements:										
Total Parks and Clement Park - Facilities & Equipment Repairs and Replacements	-	-	-	20,000	20,000	-	20,000	-	100.00%	20,000
Golf Summary - Facilities & Equipment Repairs and Replacements	-	-	-	-	500	500	500	500	0.00%	-
Other Funds - Facilities & Equipment Repairs and Replacements	3,684,975	3,684,975	-	16,495,374	16,495,374	-	34,806,320	18,310,946	47.39%	10,061,858
Total Facilities & Equipment Repairs and Replacements	3,684,975	3,684,975	-	16,515,374	16,515,874	500	34,826,820	18,311,446	47.42%	10,081,858
Debt Payments:										
Other Funds - Debt Payments	-	-	-	-	-	-	1,945,000	1,945,000	0.00%	80,200
Total Debt Payments	-	-	-	-	-	-	1,945,000	1,945,000	0.00%	80,200
Interest Expense:										
Other Funds - Interest Expense	-	-	-	813,331	813,331	-	1,626,663	813,331	50.00%	848,033
Total Interest Expense	-	-	-	813,331	813,331	-	1,626,663	813,331	50.00%	848,033
Other Expenditures:										
Administration - Other Expenditures	(3,796)	-	3,796	(8,579)	-	8,579	-	8,579	0.00%	73,538
Total Parks and Clement Park - Other Expenditures	14	14	0	3,303	3,303	-	3,321	18	99.47%	1,733
Other Funds - Other Expenditures	780	3,564	2,785	208,623	212,488	3,864	214,098	5,475	97.44%	215,582
Total Other Expenditures	(3,003)	3,578	6,581	203,347	215,791	12,443	217,419	14,072	93.53%	290,853
TOTAL NON-OPERATING EXPENDITURES:										
Administration - TOTAL NON-OPERATING EXPENDITURES	(3,796)	-	3,796	(8,579)	-	8,579	-	8,579	0.00%	73,538
Total Parks and Clement Park - TOTAL NON-OPERATING EXPENDITURES	14	14	0	23,303	23,303	-	23,321	18	99.92%	21,733
Leisure Services Summary - TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	-	-	-	0.00%	1,707
Golf Summary - TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	500	500	500	500	0.00%	-
Other Funds - TOTAL NON-OPERATING EXPENDITURES	3,696,298	3,690,040	(6,258)	17,626,642	17,630,499	3,857	38,715,513	21,088,870	45.53%	11,290,180
Total TOTAL NON-OPERATING EXPENDITURES	3,692,515	3,690,053	(2,462)	17,641,366	17,654,302	12,936	38,739,334	21,097,967	45.54%	11,387,158
NET REVENUE/(EXPENDITURES):										
Administration - NET REVENUE/(EXPENDITURES)	(525,022)	(693,919)	168,898	8,779,165	7,674,851	1,104,314	3,476,790	(5,302,375)	252.51%	8,436,516
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	98,925	-	98,925	425,823	-	425,823	-	(425,823)	0.00%	238,183

	August			YTD			2023			2022
	2023	2023	Fav/(Unfav)	2023	2023	Fav/(Unfav)	Original	Remaining	%	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	77,088	99,618	(22,530)	1,261,669	580,069	681,600	596,946	(664,722)	211.35%	37,560
Golf Summary - NET REVENUE/(EXPENDITURES)	693,699	236,340	457,359	2,477,156	801,461	1,675,695	662,775	(1,814,381)	373.76%	1,838,980
Other Funds - NET REVENUE/(EXPENDITURES)	(3,650,022)	(3,678,001)	27,979	(15,733,526)	(15,929,541)	196,015	(4,736,512)	10,997,015	332.18%	(9,449,807)
Total NET REVENUE/(EXPENDITURES)	(3,305,332)	(4,035,963)	730,631	(2,789,713)	(6,873,161)	4,083,447	0	2,789,713		1,101,432
TOTAL REVENUE:										
Administration - TOTAL REVENUE	(342,028)	(476,053)	134,026	10,361,545	9,418,796	942,750	5,948,103	(4,413,443)	174.20%	10,127,320
Total Parks and Clement Park - TOTAL REVENUE	560,046	548,489	11,557	3,739,243	3,682,724	56,519	5,116,423	1,377,179	73.08%	3,331,906
Leisure Services Summary - TOTAL REVENUE	1,199,239	1,259,456	(60,217)	9,773,522	9,587,009	186,514	13,302,673	3,529,151	73.47%	7,946,888
Golf Summary - TOTAL REVENUE	1,207,682	688,411	519,271	5,648,114	3,928,040	1,720,074	5,073,456	(574,658)	111.33%	4,895,228
Other Funds - TOTAL REVENUE	68,568	32,357	36,211	1,988,077	1,827,622	160,455	34,117,001	32,128,924	5.83%	1,840,373
Total TOTAL REVENUE	2,693,507	2,052,659	640,847	31,510,502	28,444,190	3,066,312	63,557,655	32,047,153	49.58%	28,141,715
TOTAL EXPENDITURES:										
Administration - TOTAL EXPENDITURES	182,994	217,866	34,872	1,582,381	1,743,945	161,564	2,471,313	888,932	64.03%	1,690,804
Total Parks and Clement Park - TOTAL EXPENDITURES	461,121	548,489	87,368	3,313,420	3,682,724	369,304	5,116,423	1,803,002	64.76%	3,093,723
Leisure Services Summary - TOTAL EXPENDITURES	1,122,151	1,159,838	37,687	8,511,853	9,006,940	495,087	12,705,726	4,193,873	66.99%	7,909,329
Golf Summary - TOTAL EXPENDITURES	513,983	452,071	(61,912)	3,170,958	3,126,579	(44,379)	4,410,681	1,239,723	71.89%	3,056,248
Other Funds - TOTAL EXPENDITURES	3,718,590	3,710,359	(8,232)	17,721,603	17,757,164	35,561	38,853,513	21,131,910	45.61%	11,290,180
Total TOTAL EXPENDITURES	5,998,839	6,088,622	89,783	34,300,215	35,317,351	1,017,136	63,557,655	29,257,440	53.97%	27,040,283
NET REVENUE/(EXPENDITURES):										
Administration - NET REVENUE/(EXPENDITURES)	(525,022)	(693,919)	168,898	8,779,165	7,674,851	1,104,314	3,476,790	(5,302,375)	252.51%	8,436,516
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	98,925	-	98,925	425,823	-	425,823	-	(425,823)	0.00%	238,183
Leisure Services Summary - NET REVENUE/(EXPENDITURES)	77,088	99,618	(22,530)	1,261,669	580,069	681,600	596,946	(664,722)	211.35%	37,560
Golf Summary - NET REVENUE/(EXPENDITURES)	693,699	236,340	457,359	2,477,156	801,461	1,675,695	662,775	(1,814,381)	373.76%	1,838,980
Other Funds - NET REVENUE/(EXPENDITURES)	(3,650,022)	(3,678,001)	27,979	(15,733,526)	(15,929,541)	196,015	(4,736,512)	10,997,015	332.18%	(9,449,807)
Total NET REVENUE/(EXPENDITURES)	(3,305,332)	(4,035,963)	730,631	(2,789,713)	(6,873,161)	4,083,447	0	2,789,713		1,101,432

Foothills Park & Recreation District as of August 31, 2023

	Operating Revenue			Operating Expenditures			Net Operating Revenue (Loss)		
	Actual	Budget	Variance Fav/(Unfav)	Actual	Budget	Variance Fav/(Unfav)	Actual	Budget	Variance Fav/(Unfav)
Administration									
Executive Director	10,573	10,000	573	485,609	620,933	135,324	(475,036)	(610,933)	135,897
Marketing	13,100	8,500	4,600	253,375	279,859	26,484	(240,275)	(271,359)	31,084
Finance	1,243		1,243	417,892	403,879	(14,013)	(416,649)	(403,879)	(12,770)
Human Resources	1,651		1,651	168,052	173,741	5,689	(166,401)	(173,741)	7,340
Information Technology	350		350	266,032	265,532	(500)	(265,682)	(265,532)	(150)
Total Adminstration	26,917	18,500	8,417	1,590,960	1,743,944	152,984	(1,564,043)	(1,725,444)	161,401
Parks									
Parks Administration	2,500		2,500	307,836	301,012	(6,824)	(305,336)	(301,012)	(4,324)
Fleet Maintenance	335		335	372,718	387,618	14,900	(372,383)	(387,618)	15,235
Urban Parks	2,135	4,597	(2,462)	1,167,257	1,406,540	239,283	(1,165,122)	(1,401,943)	236,821
Regional Parks	2,525	17,087	(14,562)	673,329	691,585	18,256	(670,804)	(674,498)	3,694
Kipling Villas				101,656	166,830	65,174	(101,656)	(166,830)	65,174
Park Rangers Urban and Regional				41,749	39,071	(2,678)	(41,749)	(39,071)	(2,678)
Clement Park	119,247	95,051	24,196	625,572	666,766	41,194	(506,325)	(571,715)	65,390
Total Parks	126,742	116,735	10,007	3,290,117	3,659,422	369,305	(3,163,375)	(3,542,687)	379,312
Leisure Service									
LS Adminstration				361,506	322,928	(38,578)	(361,506)	(322,928)	(38,578)
Esports	6,878	17,661	(10,783)	25,064	35,173	10,109	(18,186)	(17,512)	(674)
Lilley Gulch Rec Center	95,255	83,354	11,901	241,956	257,037	15,081	(146,701)	(173,683)	26,982
Peak Wellness Center	182,828	168,474	14,354	255,492	253,914	(1,578)	(72,664)	(85,440)	12,776
Ridge Rec Center	354,985	315,292	39,693	405,557	385,814	(19,743)	(50,572)	(70,522)	19,950
Climbing Wall	3,653	3,500	153	5,256	8,617	3,361	(1,603)	(5,117)	3,514
Total Facility Operations	643,599	588,281	55,318	933,325	940,555	7,230	(289,726)	(352,274)	62,548
Facility Maintenance	818		818	356,962	363,490	6,528	(356,144)	(363,490)	7,346
Fitness Programs	399,609	351,924	47,685	276,843	352,231	75,388	122,766	(307)	123,073
Cultural Arts	204,245	231,562	(27,317)	254,528	225,453	(29,075)	(50,283)	6,109	(56,392)
Active Adult Programs	21,047	15,849	5,198	23,399	43,613	20,214	(2,352)	(27,764)	25,412
Total Arts & Events	225,292	247,411	(22,119)	277,927	269,066	(8,861)	(52,635)	(21,655)	(30,980)
Children's Program Administratio	107,100	112,315	(5,215)	1,076,233	1,144,754	68,521	(969,133)	(1,032,439)	63,306
Children's Program Teen Program							-	-	-
Children's Program Preschool, AL	345,673	389,316	(43,643)	258,517	242,712	(15,805)	87,156	146,604	(59,448)
Children's Program B&A	764,387	838,859	(74,472)	205,920	242,930	37,010	558,467	595,929	(37,462)
Children's Program Camp	1,111,831	1,309,219	(197,388)	472,324	630,447	158,123	639,507	678,772	(39,265)
Total Children's Programs	2,328,991	2,649,709	(320,718)	2,012,994	2,260,843	247,849	315,997	388,866	(72,869)
Aquatics Administration	775		775	248,347	272,199	23,852	(247,572)	(272,199)	24,627
Deer Creek Pool	91,543	88,426	3,117	183,553	154,968	(28,585)	(92,010)	(66,542)	(25,468)
Columbine West Pool	3,758	104,657	(100,899)	29,321	175,553	146,232	(25,563)	(70,896)	45,333
Sixth Avenue West Pool	266	115,799	(115,533)	20,902	171,793	150,891	(20,636)	(55,994)	35,358
Lilley Gulch Pool	49,080	50,031	(951)	94,953	115,952	20,999	(45,873)	(65,921)	20,048
Ridge Pool	523,339	446,465	76,874	769,656	705,706	(63,950)	(246,317)	(259,241)	12,924
Weaver Hollow Pool	107,277	108,284	(1,007)	164,094	150,863	(13,231)	(56,817)	(42,579)	(14,238)
Total Aquatics	776,038	913,662	(137,624)	1,510,826	1,747,034	236,208	(734,788)	(833,372)	98,584
Edge	1,618,819	1,568,925	49,894	1,360,630	1,296,336	(64,294)	258,189	272,589	(14,400)
District Athletics Adult Sports	455,805	589,388	(133,583)	176,186	192,101	15,915	279,619	397,287	(117,668)
District Athletics Concessions/Mi	29,025	31,329	(2,304)	1,776	1,640	(136)	27,249	29,689	(2,440)
Schaefer Batting Cage	22,564	40,555	(17,991)	27,460	28,644	1,184	(4,896)	11,911	(16,807)
District Athletics Administration	51,223	46,944	4,279	114,649	115,797	1,148	(63,426)	(68,853)	5,427
Clement Park Batting Cage				(151)		151	151	-	151
Clement Park Concessions	4,433	6,400	(1,967)	2,124	1,840	(284)	2,309	4,560	(2,251)
Clement Splash Park	18,477	15,262	3,215	15,922	15,410	(512)	2,555	(148)	2,703
Youth & Middle School Sports	498,276	441,885	56,391	232,248	226,760	(5,488)	266,028	215,125	50,903
Gymnastics	246,239	284,850	(38,611)	160,799	160,125	(674)	85,440	124,725	(39,285)
Sports Specialty Programming	203,793	187,817	15,976	213,291	219,838	6,547	(9,498)	(32,021)	22,523
Racket Sports	53,740	70,337	(16,597)	22,527	46,588	24,061	31,213	23,749	7,464
Total District Athletics	1,583,575	1,714,767	(131,192)	966,831	1,008,743	41,912	616,744	706,024	(89,280)
Foothills Fieldhouse	343,079	298,846	44,233	230,063	209,561	(20,502)	113,016	89,285	23,731
Foothills Sports Arena	322,489	299,458	23,031	223,672	236,155	12,483	98,817	63,303	35,514
Total Indoor Athletics	665,568	598,304	67,264	453,735	445,716	(8,019)	211,833	152,588	59,245
Total Leisure Service	8,242,309	8,632,983	(390,674)	8,511,579	9,006,942	495,363	(269,270)	(373,959)	104,689
Golf									
Foothills Golf Course	3,331,834	2,283,022	1,048,812	1,604,155	1,696,344	92,189	1,727,679	586,678	1,141,001
Meadows Golf Course	2,316,280	1,645,018	671,262	1,566,803	1,429,734	(137,069)	749,477	215,284	534,193
Total Golf	5,648,114	3,928,040	1,720,074	3,170,958	3,126,078	(44,880)	2,477,156	801,962	1,675,194
Other Funds (Golf Developme	252,260	246,313	5,947	95,235	126,663	31,428	157,025	119,650	37,375
Total District	14,296,342	12,942,571	1,353,771	16,658,849	17,663,049	1,004,200	(2,362,507)	(4,720,478)	2,357,971

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023

MEMO TO: Foothills Board of Directors

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

SUBJECT: Dog Park Presentation

Over the years, the District has received requests from the public to consider building a dog park in the community. The need for a dog park also appears in the District's 2030 Master Plan. Sean Kitners, Parks and Trails Planner, will present the details and requirements for a dog park and provide information related to our research into the feasibility of a dog park for the District.

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: September 26, 2023

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: Capital Projects Report through August 31, 2023

Parks, Planning and Construction

2022 Mill Levy Improvement Projects

Budget: \$2,550,019

Funding: \$2,550,019 – 2022 Mill Levy, SB 35, Capital Funds

Expenses to Date: \$435,814

Budget Remaining: \$ 2,214,204

Scheduled Completion: Spring of 2024

Lakehurst Park (Moved to 2022 Mill Levy Park Projects)

- Construction Plans 100% complete
- Application for Grading Permit into County
- Playground is ordered

West Laurel Park

- Project awarded to SaBell's Civil and Landscape

Jim Hoida Memorial Park

- Project awarded to SaBell's Civil and Landscape

Willow Creek Park

- Project awarded to SaBell's Civil and Landscape

Westbury Park

- Project awarded to SaBell's Civil and Landscape
- Playground completed by different contractor

Columbine West Park

- Included in Columbine West Pool Project
- Concrete poured for park walk and shelter pad

Lakehurst West Park

- Concept plans for playground survey completed
- Community selected playground
- Project into County for permits process

Easton Regional Park

Budget: \$1,150,000

Expenses to Date: \$170,470

Budget Remaining: \$979,530

Scheduled Completion 2024

- Additional Pump installed at Hine Lake completed
- Plans at 75% completion in staff review
- County permit process started
- Promenade under contract, construction to begin in October

Dutch Creek Trail Extension

Overall Budget: \$3,721,224

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

Expenses to Date: \$258,473

Budget Remaining \$3,462,751

Phase 1 Design Completion: March 2022

- Jefferson County constructing Simms crossing completed
- Met with Fairway Vistas HOA for grading approval.
- Met with Jefferson County to determine permitting requirements
- Construction plans back from Jefferson County. Architerra reviewing and addressing comments
- Agreement with HOA for grading on their property document waiting for HOA signature

Eagle Meadows Playground

Budget: \$175,000

Expenses to Date: \$0

Budget Remaining: \$175,000

Completion: Fall 2023 (Community Build)

- Project Completed

Recreation

Ice Resurfacer for Edge

Budget: \$155,000

Funding: District Capital Project Budget

Expenses to Date: \$140,355.65

Budget Remaining: \$14,644.35

Scheduled Completion: Completed

- The 2nd Ice Resurfacer has been identified as and approved as part of our 2022 Capital Budget. A quote of \$142,584.60 was received from Zamboni for the replacement of the 2nd Zamboni for the Edge Ice Arena. This quote includes the trade-in of the existing ice resurfacer.
- We accepted delivery of the Ice Resurfacer on March 6. It has been commissioned and is currently in use. The Colorado 14ers are paying \$2,000 in advertising money to have the Zamboni wrapped with their logo. We are waiting on communication from Zamboni on two additional parts that were promised and not delivered and are holding payment until this has been resolved.

Lilley Gulch Daycare Playground Project

Budget: \$50,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$50,000

Scheduled Completion: 2023

- Meeting with the planning department and are in the design phase

Outdoor Pool Reconstruction

Columbine and 6th West Pool Combined Estimate: \$14,931,748.00

Funding: District Capital Project Budget

Expenses to Date: \$13,821,333

Budget Remaining: \$1,152,098

Scheduled Completion: Fall 2023

- Roof topping off milestones: Columbine West Pool – March 14 and 6th Avenue West – April 18
- Slab over grade pour for new addition pool at Columbine West Pools
- Interior masonry at both sites
- Pool equipment and pumps beginning to be set at Columbine West
- Pool addition at 6th Avenue West excavated
- Additional weather delay days added for rains creating muddy conditions
- Columbine West and 6th Avenue building finishes in process
- New pool addition at 6th concrete pour delayed due to weather
- Pool equipment and pumps being set at both locations
- Siding installed for lifeguard building at Columbine West
- Waiting for sites to dry out to grade pool deck and install trench drains
- Final inspections are being schedule and on-going
- Punch walk throughs being scheduled and completed
- Substantial completion for Columbine West is anticipated September 25, 2023

Golf

New Foothills Golf Course Clubhouse

Budget: Estimation \$17,000,000 - \$19,000,000

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 18th
 - 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
 - Grading Permit has been approved
 - Building Permit has been approved
 - Xcel has removed the switchbox from old clubhouse site and new switch cabinet has been installed in the parking lot area
 - Construction started in early January of 2023
 - Drilling for caissons is complete
 - Grade Beams and Pier Caps are complete
 - Form and pour lower level foundation walls completed
 - Structural steel has begun
 - Underground electrical and plumbing for building complete and inspected.
 - Lower level slab on grade prepped and ready for concrete 5/18
 - Grading and underground electrical complete for the overflow parking lot is underway 5-18
 - Expectation to pave overflow parking lot 3rd week of June
 - 2nd level decking began 6-5
 - Structural steel and decking 95% complete
 - Cast in place slab on deck MEP 95% complete
 - Tracking to complete structural steel and metal deck for main level 6/16
 - First pour for main level slab on deck to begin week of 6/19
 - Overflow parking lot completed and open June 30th

- Water loop tracking began July 19 (Denver Water) Cutting of asphalt with the plan of digging and replacing water line to be completed in the 1st week of August.
- Majority of perimeter drain complete and backfilled as of 7-19
- Main floor structure going in at this time 7-19
- 50% complete on rough-in on cart barn or lower level 7-19
- Start of steel stud framing on the last week of July in the lower level
- Overhead Plumbing Rough (Lower Level) completed
- Overhead Mechanical Rough (Lower Level) completed
- Overhead Electrical Rough (Lower Level) completed
- Waterline loop installation Phase 1 has been complete
- Wood Structure installation on 2nd level Gluelam Columns and Gluelam beams has begun in areas 1, 2 and 3.
- Installation of Tongue and Groove Roof Structure has begun
- Frame Interior Walls (Lower Level) has begun
- Install overhead Coiling Doors has begun
- Rough In Fire Sprinkler (Lower Floor) completed
- New Clubhouse is scheduled for completion in Mid-January 2024

Additional Golf Projects

- Entrance Fence – Foothills Golf Course \$30,000
 - Old fence removed and new post installation began week of 5/15
- Retaining wall for Ex9 lake – Foothills Golf Course \$90,000
 - Bids have been received and set to begin fall of 2023
- Rebuild 6,000sqft. Putting green – Meadows Golf Course \$140,000
 - Set to begin the 1st week of September 2023.

Special Projects

Foothills Parks & Recreation District/McKinstry Energy Performance Contract Phase 2 August 2023 Update

1. Financial Information:
 - Budget: \$7,980,073
 - Funding: \$5,984,983 – COP, \$1,995,090 – 2020 Capital Budget
 - Expenses to Date: \$7,290,436.47
 - Budget Remaining: \$689,636.53
 - Scheduled Completion: Construction complete, AEM/M&V continuing through December 2024
2. Safety
 - a. No open items
3. Key Dates/Schedule
 - a. McKinstry will be assisting with the first monthly technical services call with Long the week of 9/25. Ridge Recreation Center VAV 2-11 will be addressed during this visit.
4. Submittals
 - a. No submittals were provided in the last month.
5. Lighting:
 - a. McKinstry handed over lighting owner's stock this month.

- b. McKinstry replaced a lens in the Lilley Gulch leased space.
 - c. McKinstry is replacing one of the Lilley Gulch display case lights.
 - d. McKinstry found a breaker off on the Ridge Recreation Center wall packs, this has been turned back on and the lights are functioning.
6. Mechanical
- a. McKinstry handed over close out documents, minus the Cx report. The Cx report will be turned over prior to Final Acceptance.
 - b. Long replaced Lilley Gulch VAV-6 controller under warranty this month.
 - c. We are waiting for the spare bearings and shafts to arrive for the RRC RTUs.
 - d. We are tracking the temporary motor frame for RTU-4 to be replaced with a permanent motor frame.
 - e. Lilley Gulch CU-4 went down this month. Trane was able to make repairs under warranty.
 - f. McKinstry is assisting with optimizing the Edge Ice Arena heat exchange system. McKinstry made several site visits over the last month and was able to solve the alarming issues that were causing the system to go down. McKinstry is still tracking low flow nuisance alarms and is in active discussions with ClimaCool.
 - g. Ridge Recreation Center Family Pool boiler went down this month due to a bad heat exchanger. The heat exchanger has been replaced and the boiler is back up and operational.
 - h. We are tracking that the LG pot feeder may be piped backward.
 - i. We are tracking that RRC HVAC-1's condensate drain came off.
7. Future Milestone Project Activities
- a. September/October: Final Acceptance once the spare bearings and shafts are in hand and the temporary motor frame for RTU-4 has been replaced with the permanent frame.