



Park & Recreation District

Creating Community, Enhancing Health, Inspiring Play since 1959

### BOARD OF DIRECTORS MEETING

March 26, 2024 – 6pm

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

#### Virtual Option:

You are invited to a Teams webinar.

When: Mar 26, 2024, 6:00PM Mountain Time (US and Canada)

Topic: Foothills Park & Recreation District Board Meeting 03/26/2024

Register in advance for this webinar:

<https://events.teams.microsoft.com/event/9ccc8b75-1214-41f4-8196-12228c8f774b@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 FEBRUARY 27, 2024 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. Dutch Creek Regional Trail Construction Contract - Colin Insley
  - B. Dutch Creek Regional Trail Architerra Contract Amendment - Colin Insley
  - C. Board Policy Manual Review/Update - Ronald Hopp
- VIII. EXECUTIVE DIRECTOR'S REPORT

- IX. DISCUSSION ITEMS
  - A. Finance Update - Dennis Weiner
  - B. 2017 Mill Levy Extension - Ronald Hopp
  
- X. EXECUTIVE SESSION
  - A. Legal Matters Regarding Jefferson County/Red Rocks Ranch per 24-6-402(4)(e), C.R.S.
  
- XI. ADJOURNMENT

*Individuals who need 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.*

# RECORD OF PROCEEDINGS

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

January 30, 2024

### Virtual Option

When: Jan 30, 2024, 6:00PM Mountain Time (US and Canada)

Topic: Foothills Park & Recreation District Board Meeting 01/30/2024

Register in advance for this webinar:

<https://events.teams.microsoft.com/event/3a6e9757-5472-4d6c-8048-6e32e1f5dcae@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:	Present arrived 6:08pm
Director Lodice:	Present
Director Daughtrey:	Present
Director Writz:	Present
Director Trimble:	Present

ALSO IN ATTENDANCE: Paul Rufien, District Counsel; Ronald Hopp, Executive Director; Becky Richmond, Director of Recreation; Derek Eberhardt, Assistant Director of Recreation; Dennis Weiner, Director of Finance and Administrative Services; Colin Insley, Director of Parks, Planning and Construction; Randy Meyers, Director of Golf; Richelle Riley, Recording Secretary; other Foothills staff and members of the public.

Potential conflicts of interest were disclosed pursuant to Colorado Revised Statutes 18-8-308(2), 24-18-109(3)(a), 24-18-110, and 32-1-902(3).

### IV. APPROVAL OF AGENDA:

**MOTION:** Director Daughtrey moved that the Foothills Board of Directors approve the January 30, 2024 agenda 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.

### V. APPROVAL OF JANUARY 9, 2024 MINUTES:

**MOTION:** Director Writz moved that the Foothills Board of Directors approve the minutes of the January 9, 2024 board meeting as submitted. Director Lodice seconded the motion. Poll of the Board:

## RECORD OF PROCEEDINGS

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Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

### VI. COMMUNITY COMMENTS:

### VII. DECISION ITEMS

#### A. Dutch Creek Regional Trail Bridge Proposal

Referring to information provided in the packet, Colin Insley discussed a proposal to purchase two bridges for the Dutch Creek Trail project. He explained staff are ordering the bridges rather than have the general contractor do that to save money. Mr. Insley discussed that two bids were received, and Contech Engineered Solutions was chosen. He mentioned the Architerra Group, who designed the trail, has worked with them before and was happy with their performance. It was acknowledged that both bridges are the same.

**MOTION:** Director Lodice moved that the Foothills Board of Directors approve the Dutch Creek Regional Trail pedestrian bridge proposal awarded to Contech Engineered Solutions in the amount of \$326,200 to include two pedestrian bridges for the Dutch Creek Regional Trail Project, and further authorize the Executive Director to execute the proposal and documents subject to review by staff and legal counsel. 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.

#### B. Easton Regional Park Contract Award Recommendation

Referring to information in the packet, Mr. Insley described the additional ballfield project on the Robert Easton Regional Park site. He discussed that seven firms submitted bids; Richdell Construction was the chosen firm. Mr. Insley pointed out the included bid tab, vicinity map, and concept plan. He acknowledged the District has worked with Richdell Construction on past neighborhood park projects. Mr. Insley talked about field dimensions and ADA compliance.

**MOTION:** Director Lodice moved that the Foothills Board of Directors award the Easton Regional Park Ballfield Improvement Project contract in the amount of \$1,095,895 to Richdell Construction, and further authorize the Executive Director to execute the contract as discussed and reviewed by staff and legal counsel. Director Daughtrey seconded the motion. Poll of the Board: Director Hanson, yes; Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

#### C. Board Policy Manual Review/Update

Mr. Hopp recalled that since October, staff and the Board have been going through the Board Policy Manual starting with the Administration section and now moving on to the Programs/Facilities/Golf section. The intent is to make sure the manual is up to date.

## RECORD OF PROCEEDINGS

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Referring to the memo provided, Mr. Hopp said the first policy in the Programs/Facilities/Golf section is the Fees and Charges Guidelines. Recreation staff is in the process of reviewing it, Mr. Hopp explained, it will be brought back to a future meeting.

The three policies for the Board's review and consideration are the Senior Age Discount Policy, staff recommends no change; Policy for District Resident Identification Card, staff recommends no change; Alcohol Policy, staff recommends no change.

In answer to Director Daughtrey, Derek Eberhardt discussed that IGA users' addresses are uploaded into the database that determines eligibility between residents and non-residents.

**MOTION:** Director Daughtrey moved that in an effort to update the Board Policy Manual, the Foothills Board of Directors approve the attached policy recommendations as discussed; Senior Age Discount Policy, Policy for District Resident Identification Card, and the Alcohol Policy. Director Lodice seconded the motion. Poll of the Board: Director Hanson, yes; Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

### VIII. EXECUTIVE DIRECTOR'S REPORT

Highlighting the report provided, Mr. Hopp congratulated the Parks staff who applied for, and received, a grant from Great Outdoors Colorado through the Colorado Youth Corps program. It helps the District with removing invasive weeds and trees.

Mr. Hopp congratulated Foothills Golf Maintenance staff and Driving Range staff for their continued efforts, Foothills is in the top 50 public driving ranges in the country.

Mr. Hopp pointed out that West Metro has agreed to be a drop-off site for sharps if found at District facilities.

The District has a reciprocal agreement with West Metro Fire, Mr. Hopp explained. It has been about 10 years and staff are going to talk about ways to refresh and continue that agreement, he discussed. Mr. Hopp recognized the District is continuing to forge a positive relationship with West Metro Fire.

Mr. Hopp noted the 2023 audit has started; Dennis Weiner has been working hard on that process.

Mr. Hopp pointed out the three-year lease arrangement with the Premier Restaurant Group. Because of delays with the clubhouse project, he explained, and the clubhouse did not open in 2023, staff feels the spirit of the agreement is that we allow Premier Restaurant Group to work through 2024 after the clubhouse is open. Mr. Hopp requested feedback from the Board to ensure they feel confident about moving forward with that; it was agreed.

### IX. DISCUSSION ITEMS:

## RECORD OF PROCEEDINGS

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### A. Finance Update

Dennis Weiner presented the District's finance update through the end of 2023. Going over details of the report provided, he went over total District year-to-date operating revenues, total year-to-date operating expenditures, net operating loss, non-operating expenditures and revenues. Looking at the bottom line, Mr. Weiner outlined net expenditures for the year and net revenues for the year that were attributable to favorable operating performance.

### B. 2024 Planned Capital Improvements and Equipment

Referring to information provided in the packet, Mr. Hopp detailed the funds budgeted for capital improvements in the 2024 budget. Showing a spreadsheet on screen share, he went through the list of capital improvement projects and equipment for each department beginning with Recreation. Becky Richmond discussed time clocks for swim meets and staff's recommendation to not do that project, as well as remove tarps at the Ridge pool. There was discussion. Staff will look into sponsorship opportunities for that type of scoreboard in aquatics. Mr. Hopp went over the capital improvement projects and equipment list for Parks, Information Technology, and Golf. Mr. Hopp went over some miscellaneous items including unexpected things that could come up with the clubhouse, parking lot repairs throughout the District, Phase 3 ESCO project and address HVAC systems throughout the facilities, facility repairs that come up over the course of the year, clubhouse, ESCO Phase 2, and Dutch Creek Trail.

### C. Year-end Quarterly Reports

Dennis Weiner presented the 2023 fourth quarter update for the District's Administrative Services departments as provided in the packet. From a financial perspective, those departments include Marketing & Public Outreach, Executive Director department, Finance & Accounting, Human Resources and Information Technology. Mr. Weiner reported financials for all of those departments for the year, and went through operational highlights for each department for the fourth quarter.

Becky Richmond reported financial information for the Recreation department for the fourth quarter, 2023, as provided in the packet. She pointed out individual department highlights for Aquatics, Facility Operations, Fitness Programs, Arts and Events, Children's Programs, District Athletics, Edge Ice Arena, Foothills Fieldhouse, and Foothills Sports Arena.

Randy Meyers presented fourth quarter, 2023, financial information for the Golf department as provided in the packet. He talked about department achievements for Foothills and Meadows golf courses in the fourth quarter. Mr. Meyers gave an update on the new Foothills Golf Course Clubhouse.

Colin Insley reported financial information for the Parks, Planning & Construction department, fourth quarter, 2023 as provided in the packet. He discussed highlights for Parks Administration, Fleet Services, Urban Parks, Kipling Villas, Regional Parks, Park Rangers, and Clement Park.

## RECORD OF PROCEEDINGS

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Referring to the 2023, fourth quarter report in the packet, Mr. Hopp reported that Marketing & Community Outreach has been very busy being involved with digital accessibility. He highlighted they are in the process of redeveloping the website, doing our own web design and printing, website digital marketing, social media, events including Red, White & You. He pointed out the Marketing department has built the South Jeffco Business Alliance monthly meeting that helps engage with businesses in South Jeffco and creates positive relationships.

### X. EXECUTIVE SESSION

Director Trimble announced the Board will move into Executive Session. When the Board comes out of Executive Session, there will be no further business.

- A. Matters required to be kept confidential by federal or state laws or rules or regulations, specifically the Privacy Rule to implement the requirement of the Health Insurance Portability and Accountability Act of 1996 (“HIPPA”) per 24-6-402(4)(c), C.R.S.

**MOTION:** Director Writz moved that the Foothills Board of Directors move into Executive Session pursuant to Colorado Revised Statute 24-6-402(4)(c) for matters required to be kept confidential by federal or state laws or rules or regulations, specifically the Privacy Rule to implement the requirement of the Health Insurance Portability and Accountability Act of 1996 (“HIPPA”). Director Hanson seconded the motion. Poll of the Board: Director Hanson, yes; Director Lodice, yes; Director Daughtrey, yes; Director Writz, yes; Director Trimble, yes. The motion was approved.

The regular meeting adjourned at 7:32pm. Executive Session started at 7:37pm and ended at 7:56pm. The regular meeting reconvened at 7:57pm.

### XI. ADJOURNMENT:

The regular meeting adjourned at 7:57pm. The next regular board meeting will be held at 6pm on Tuesday, February 27, 2024.

Submitted by: Richelle Riley, Recording Secretary

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

**DATE:** March 26, 2024

**MEMO TO:** Foothills Board of Directors

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

**SUBJECT:** Dutch Creek Regional Trail Construction Contract

On March 8, staff received 10 bids for construction of the Dutch Creek Regional Trail. The total bid amount to include two bid alternates ranged from the lowest bid of \$2,215,888.60 to the high bid of \$3,420,772.74. The engineers' estimate came to \$3,123,520.

In addition to the base bid, bid alternate #1 includes removal and replacement of broken concrete on the south side of South Ward St. Bid alternate #2 includes a drainage pipe extension where the trail crosses the drainage west of the "west entrance" to Ridge Recreation Center.

A prequalification was required with the bids. Unfortunately, none of the bidders met the prequalification requirements of building at least three trail projects (2 miles in length or more) within the last 10 years within the same company. The lowest bidder, Civil Specialties, had one project for park improvements. The second to lowest bid, SCL, came the closest to the intent of the prequalification, and SCL has done many park improvement projects for the District. The SCL bid came in much higher than the low bid. A copy of the bid abstract showing all the bids is attached to this memo for your review.

Staff did check the references given for the trail projects. The lowest bidder, Civil Specialties, provided a reference for a project they did with the City of Lakewood. Civil Specialties owners worked on other trail projects, however, with another company. The staff at Lakewood indicated that they would use them again for future projects. Civil Specialties did provide a bid bond and met the requirements of the bidding process.

At this time given the cost considerations, staff is recommending the lowest bidder, Civil Specialties Inc.

**Motion:** I move that the Foothills Board of Directors award the bid submitted by Civil Specialties, Inc., in the amount of \$2,216,888.60, to include the base bid, bid alternate #1 and bid alternate #2 for the Dutch Creek Regional Trail Project as discussed, and authorize the Executive Director to execute the final documents.





**Dutch Creek Regional Trail  
Foothills Park and Recreation District  
Bid Abstract  
March 18, 2024**

<b>Company Name</b>	<b>Base Bid</b>	<b>Add Alt. #1</b>	<b>Add Alt. #2</b>	<b>Total</b>
Civil Specialties, Inc.~	\$2,111,396.60	\$65,950.00	\$39,542.00	\$2,216,888.60
SCL*	\$2,567,721.55	\$72,852.50	\$44,401.75	\$2,684,975.80
Silverback Excavation	\$2,619,848.40	\$49,852.00	\$33,978.00	\$2,703,678.40
Elite Industries, Inc.	\$2,717,556.00	\$73,250.00	\$101,355.00	\$2,892,161.00
Essential Contractors, Inc.	\$2,551,080.00	\$330,000.00	\$54,800.00	\$2,935,880.00
FNF Construction, Inc.	\$2,797,784.00	\$126,750.00	\$48,630.00	\$2,973,164.00
L & M Enterprises, Inc.*	\$2,902,680.00	\$103,507.00	\$42,118.00	\$3,048,305.00
Jalisco International, Inc.	\$2,918,820.00	\$103,312.50	\$60,155.00	\$3,082,287.50
CEI*	\$2,690,915.15	\$432,787.50	\$79,717.00	\$3,203,419.65
Native Sun Construction*	\$3,125,153.37	\$200,279.00	\$95,340.37	\$3,420,772.74

**Notes:**  
 No contractor met the specific pre-qualification requirement (construction of three 2-mile concrete trails in past 10 years)  
 \*Met the intent of the pre-qualification requirement (three concrete trail projects listed but less than 2 miles each)  
 ~This company was formed in 2021. They have constructed one concrete trail project. Their other two projects listed are for their staff that worked on the trail projects while with another contractor. Pre-qualification requirement states, "contractor has successfully completed the construction of a minimum of three concrete trails..."  
 \*These contractors listed misc. concrete flatwork projects, roadways, sidewalks, pedestrian bridges, etc.

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

**DATE:** March 26, 2024

**MEMO TO:** Foothills Board of Directors

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

**SUBJECT:** Dutch Creek Regional Trail Architerra Contract Amendment

As the Dutch Creek Regional Trail Project proceeds towards construction, we have asked the Architerra Group to provide a proposal to amend our current contract to include the bidding process and construction administration. This will include project meetings, review of submittals, inspections during construction, field reports and pay application review.

To date, we have expended a total of \$309,310 on our current contract. This contract amendment would add an additional \$106,250 to the existing contract for a total of \$415,560. A copy of the proposal is attached for your review.

**Motion:** I move that the Foothills Board of Directors approve the contract amendment for bidding and construction administration services in the amount of \$106,250 with the Architerra Group as discussed, and further authorize the Executive Director to execute the proposal and contract documents.



**ARCHITERRA GROUP**  
 5881 south deframe st.  
 littleton, colorado 80127  
 303.948.0766 fax.948.0977  
 www.architerragroup.com

**Dutch Creek Regional Trail  
 Foothills Park and Recreation District  
 Task and Fee Proposal  
 March 18, 2024**

Task	Principal/ Proj. Man.	Project Designer	Expenses	Total
Personnel				
Billing Rate	\$175/hr	\$85/hr		
<b>Bid and Construction Administration</b>				
Prepare bid documents	12			
Prepare presentation for pre-bid meeting	4			
Attend pre-bid meeting	1			
Prepare addendum	8			
Attend bid opening	1			
Evaluate bids	8			
Attend Ward St. intersections pre-construction meeting	2			
Prepare agenda for pre-construction meeting	2			
Attend pre-construction meeting	2			
Review submittals, RFI's, pay applications	80			
Attend weekly construction meetings (40 total)	40			
Attend periodic site visits	200			
Prepare and distribute field reports	80			
Prepare drawing revisions as necessary	2	24		
Conduct substantial completion walk-through	2			
Prepare and distribute punch list	2			
Conduct final completion walk-through	2			
Prepare and distribute final acceptance report	2			
Irrigation construction administration	4	12		
Structural engineering (Reid Structural Services)			\$3,500.00	
Civil engineering (RESPEC)			\$12,740.00	
Miscellaneous coordination and expenses	40		\$500.00	
<b>Subtotal hours</b>	<b>494</b>	<b>36</b>		
<b>Subtotal cost</b>	<b>\$86,450.00</b>	<b>\$3,060.00</b>	<b>\$16,740.00</b>	<b>\$106,250.00</b>

**Assumptions:**

- Construction duration is estimated to be approximately 10 months (40 weeks)
- See attached proposals from RESPEC and Reid Structural Services for more detailed scopes of work
- Weekly construction meeting notes to be prepared by contractor
- This proposal assumes Civil Specialties is the General Contractor, more field time has been added to make sure they are constructing the improvements per the plans.

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: March 26, 2024  
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. Beginning with the September board meeting, we started a systematic process of reviewing these board policies so that we can, again, bring this manual up to date.

The manual is categorized by Administration, Programs/Facilities/Golf, Finance, Parks/Planning. The Board has reviewed and approved policies at the September, October, and November board meetings, and has completed the Administration section. At the January 30<sup>th</sup> board meeting, we moved into the Programs/Facilities/Golf section.

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:

- Fees and Charges Guidelines
  - Update per staff recommendation, attached.
- Golf Lessons
  - Staff recommends no change to this policy.
- Private Golf Carts
  - Update per staff recommendation, attached.
- Colorado Golf Association Tournaments
  - Staff recommends no change to this policy.
- Golf Course Club Policy
  - Staff recommends no change to this policy.
- Active and Retired Military and Veteran Individuals Discount Policy.
  - Update per staff recommendation, attached.

**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.



# Fees and Charges

# Guidelines

2004

Revised 202409

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## STATEMENT OF PHILOSOPHY

The underlying principle of the Foothills Park & Recreation District's fiscal program must be to efficiently offer the most diversified recreational services possible ensuring that citizens of Foothills have equal opportunity and choice in participation, while providing those services at an appropriate cost. Staff is directed to evaluate costs associated with the services provided and to give consideration to market pricing when establishing fees and charges.

Fees and charges for Foothills Park & Recreation District services are only one source of funding. Fees must be thoroughly evaluated prior to integration into the fiscal matrix supporting public parks and recreation services, a matrix that includes general fund appropriations, bond funds, grants, and special gifts and donations. The Board of Directors, as the policy making body of the Foothills Park & Recreation District, determines the amount of general fund support versus user fees.

## FEES AND CHARGES GOALS

- A. Improve and maintain the quality of life for each individual within the Foothills District.
- B. Provide the opportunity for all residents of Foothills to participate in parks and recreation programs, services and to utilize the facilities of the District.
- C. Provide trained and qualified staff for supervision and instruction of participants in recreation programs and activities.
- D. Establish user fees that encourage the use of the Foothills Park & Recreation District services, facilities and programs.
- E. Establish user fees to maximize cost recovery for facilities and programs. Direct costs for most programs should be covered through fees and charges.
- F. Fees and charges ~~shall be established for all programs and services will be reviewed during~~ annually during the budget development process. ~~preparation by examining the general economy (including inflation indicators, consumer price index, market comparison, both public and private) and taking into consideration the value of the service to our residents.~~

G. Establish a differential between resident and non-resident fees that reflect a fair and reasonable cost for tax-supported facilities (i.e., recreation centers, swimming pools.)

H. —Provide recommended rates that treat revenue-generating facilities and programs such as golf courses, ice arenas, and indoor sports facilities as broader in service area and encourage regional use. In these areas, there is a recognized need for responsiveness to market dynamics that may occur during the budget year. This includes flexibility to utilize dynamic market pricing to optimize revenue generation where appropriate while maintaining the opportunity for all residents of the District to participate.

I. Pricing strategy will be based on several considerations including the level of community benefit, supply and demand, market comparisons (both public and private), value of the service to our residents, cost recovery performance, feedback from participants, as well as the general economy including inflation indicators and consumer price index.

H.J. Fees will be reflective of what the market will bear, even if this exceeds the cost recovery targets. Additionally, fees will not undercut the market as it is not a good use of subsidy and jeopardizes the overall health of the market. Programs with high demand will also evaluate fee increases to improve cost recovery.

## **FEE CLASSIFICATIONS**

The Foothills Park & Recreation District will utilize fees and charges for programs, facilities and services. These se include but y are not limited to:

A. Special Event Fees

A fee charged for entry into a building or structure. Some type of program, event, demonstration, or exhibit to attract visitors is usually offered. These fees include, but are not limited to, craft fairs, festivals and tournaments.

B. Permits for Parks and Field Use

This fee is for the privilege to perform a particular action. The action may be public and/or restricted access to activities within park and recreation facilities. The fees include, but are not limited to, sports field permits.

C. Sales Fees



Sales fees will be charged where unconditional ownership of merchandise or services passes from the department to the user. These fees include, but are not limited to, shirts, ticket sales, and concessions.

D. Supplemental Fees

Fees may be charged for supplying extraordinary articles, commodities, activities or services where the benefits are specific to the individual or group which requests the service. These fees include, but are not limited to, special preparation of athletic fields, additional or special clean up and processing fees.

E. Facility Admission Fees

Facility admission fees are charged on an annual, quarterly, monthly or daily basis for entry and non-exclusive use of a recreation facility, golf courses and their amenities. Collection of this fee allows individuals access to the facility's equipment, activity areas and services that are consistent with its general operation. These fees include, but are not limited to, pass sales or daily admission fees.

F. Program User Fees

Program user fees are charged to an individual or team for participation in a program or activity, which may include the use of a specific part of a recreation facility for the purpose of the activity or program. Numerous participants are usually involved in the activity or facility at the same time. These fees include, but are not limited to, participation in swim lesson programs or fitness classes.

G. Rental Fees

This fee is for payment for the priority use of a facility. The word priority is emphasized because the individual or group pays for the privilege of using the facility or a part thereof with a priority over other activities, programs or use. These fees include, but are not limited to, equipment and/or staff time for set up, takedown or basic clean up. Additional fees will be assessed for overnight or extended hours in facilities.

H. Vending and Exhibitor Fees

This fee may be required for the privilege of selling goods and services on district property. These fees include, but are not limited to, special event booths, concessions and other product sales.

**DEFINITION OF SERVICES COMMUNITY BENEFIT CATEGORIES**

Recreation professionals need to carefully price programs for the market. This is not only a matter of marketing and finance, but also of mission, purpose and ability to provide service.

### **Community Services**

Services that enhance the health, safety and livability of the community and therefore require minimal obstacles to participation.

~~Defined as facilities that benefit the community as a whole. These facilities can increase property values, address social needs, and enhance the quality of life for residents. The community generally pays for these basic services through taxes. These services are also offered to residents free or at a nominal fee.~~

~~Examples of Community Services and Facilities:~~

- ~~• Open space and trails~~
- ~~• Parks and playgrounds~~
- ~~• Unscheduled use of basketball, tennis, athletic fields, and play courts~~
- ~~• Skate parks~~
- ~~• General park and recreation administrative support~~
- ~~• Picnic shelters in neighborhood and community parks~~

### **Community/Individual Services**

~~Defined as services representing programs, facilities and services that promote individual and mental well-being and provides recreation skill development. Many senior and youth programs fall into this category. These programs, services and facilities are typically assigned fees based on covering many direct costs but may be partially offset by a tax subsidy to account for the community benefit and may include a participant fee relative to the individual benefit.~~

- ~~• Recreation centers~~
- ~~• Swimming pools~~
- ~~• Youth and middle school sports (district-provided)~~
- ~~• Swim lessons~~
- ~~• Senior programs (Active Options)~~

### **Individual/Community Recreation Services**

Services that benefit a broad range of users and are targeted to promote physical and mental well-being.

~~Defined as services and facilities that promote individual physical and mental well-being and provide an intermediate level of recreational skill and development. Most adult classes fall into this category.~~

~~This category also provides benefit that is more direct to the individual and less to the community. Fees and pricing should reflect this and be market driven. These programs should be self-sustaining and in most cases create additional revenue.~~

- ~~• CARA—Athletic teams (swimming, gymnastics, track and field)~~
- ~~• All adult programs—(pottery, dance, arts, fitness, outdoor recreation classes)~~
- ~~• Golf lessons~~
- ~~• Adult athletic leagues~~
- ~~• Athletic field rentals for youth sports associations~~
- ~~• Community rentals of facilities (gyms, meeting rooms)~~
- ~~• Concession stands~~
- ~~• Before and after school care/child care~~

### **Individual/Specialized Services**

Services targeted to specific individuals or user groups with limited community benefit.

~~Defined as activities/facilities that have a profit center potential that may even fall out of the core mission of the District. In this level, facilities and programs should be priced to fully recover all costs and create additional net revenues for the organization.~~

- ~~• Golf courses~~
- ~~• Golf course restaurants~~
- ~~• Ice arena~~
- ~~• Indoor Sports Arena soccer and sports facility~~
- ~~• Corporate/company rentals at facilities~~
- ~~• Tournaments~~
- ~~• Overnight facility rentals~~
- ~~• Batting cages~~

### **DEFINITION OF COSTS**

Fees and charges are established by looking at a variety of factors including direct and some indirect costs of services, benchmarking local public and private facilities and programs and comparing fees to other local park and recreation service providers. Demographics and local economic factors also are considered to make sure that residents can participate in district services, programs and facility use.

The total cost of offering a program or service, or operating a facility, consists

of several components including direct costs, indirect costs, and capital expenditures.

A. Direct Costs

Direct costs are those specific expenses, which are incurred by the department in conducting a program or operating a facility. These are costs associated with the customers' or users' direct experience. These costs would typically include supplies, materials, equipment, instructors/officials, or publicity.

B. Indirect Costs

Indirect costs are those departmental expenses that are not directly incurred by the program or facility, but may be charged to it. They include, but are not limited to, support or administrative staff salaries, chemicals, utilities, maintenance, insurance and other expenses related to facility operations. Principle and interest on revenue bonds and certificates of participation are also seen as part of the indirect costs and are charged to profit centers such as golf courses and the ice arena.

C. Capital Expenditures

These costs are incurred in constructing a facility or making future modifications or improvements. Capital expenditures are generally not included in calculating program or facility fees.

## **RESIDENT & NON-RESIDENT FEES**

District residents reside or own property within the boundaries of the Foothills Park & Recreation District. Resident fees are generally discounted because property taxes are paid to the District. Non-district residents do not reside or own property within the district, but may use district services and facilities at the full fee.

## **CONTRACT INSTRUCTION**

The Foothills Park & Recreation District uses independent contractors for specialized instruction in activities such as arts, outdoor programs, lessons, adult enrichment and general instructional programs. Fees and charges for contract instruction may include, but are not limited to, the costs of materials and

supplies, instructor's fee, any direct costs related to facility or support staff, and a percentage of the department's indirect costs.

In contract instruction programs, a contract or formal agreement shall be created and approved between a district representative and the instructor. The instructor's fee will be calculated using either a percentage of the established program fee or a flat rate per session or hour. The percentage paid to the instructor will vary from program to program.

Contracts should be arranged using one of the following options:

After all costs are calculated for direct and some indirect costs, a percentage split (example 60% to the instructor, 40% to the department) can be assessed. This type of arrangement should be made when the contractor is using our facilities, brochure advertising, and Foothills is handling all registrations.

Another way to contract is to establish a flat rate agreed upon by the contractor and the department. The rate should be determined either by session, per participant, or by the hour. Examples include sports officials at \$18.00 - \$26.00 per game (varies by sport program) or a bridge class that is \$30.00 per student.

In certain situations where the contractor is providing advertising and paying for direct costs, the contractor may receive a higher percentage. It is important for staff to remember there are many indirect services the District may incur that need to be offset to make an entire program profitable. It is incumbent upon the programmer to negotiate an effective contract for the organization. If you are uncertain about the contract negotiations, check with your supervisor.

## **COMMERCIAL USE OF FACILITIES**

Safeguards are necessary to ensure the proper use of public facilities when requests are received by the department to conduct commercial or promotional activities on park property or within the facilities.

- Commercial and promotional activities in parks and recreation facilities should be authorized only if they provide a positive public service and meet a legitimate public need as determined by a department manager or the Executive Director.
- Commercial or promotional activities should be permitted only when they are clearly not in conflict with department sponsored programs or if the

program can be conducted without any restriction of public use for an unreasonable period of time.

- Charges for Charitable (non-sponsored) Activities:  
Charitable, non-profit, community serving organizations that conduct an event on park properties or in the golf or recreation facilities for the purpose of raising funds, not sponsored by Foothills, must pay the facility rental fees.
- Charges for Charitable (sponsored) Activities:  
Charitable, non-profit, community serving organizations that conduct an event on park properties or in the golf or recreation facilities for the purpose of raising funds for Foothills activities or projects should not be required to pay facility rental fees i.e., Foothills Foundation.

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**FOOTHILLS PARK AND  
RECREATION DISTRICT**

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May 24, 1994

**MEMO TO:** Foothills Board of Directors

*Agenda Item VIII. A.*

**THROUGH:** Robert J. Bonacci, Executive Director

**FROM:** Dan Hylton, Manager of Golf

**SUBJECT:** *GOLF LESSONS*

The Foothills golf department professional staff shall have exclusive rights to give golf lessons at Foothills Golf Course and The Meadows Golf Course. On occasion, outside professionals may be invited to aid the Foothills staff in conducting workshops, clinics or golf schools. As a form of professional courtesy, occasional lesson privileges may be extended to PGA/LPGA instructors with advance approval from the manager of golf. Care will be taken to assure that said courtesies are not abused.

DH/kls

00004

Approved March 13, 1984:

~~Private golf carts are not permitted on the golf courses.~~

The Foothills Golf Department may extend to patrons the privilege to bring and utilize their own golf cart or motorized vehicle during their rounds of golf. If allowed, customers are required to pay a trail fee, equivalent to the standard cart rental fee.



## Colorado Golf Association Tournaments Policy

Presented for Board approval January 12, 2010

The Director of Golf, with the approval of the Executive Director, may make the golf courses available for Colorado Golf Association tournaments at a discount from the tournament rate. The discount will include the waiver of the mandatory tournament food and beverage, golf cart, and prize fund fees. The Colorado Golf Association will be limited to one golf tournament per year on either 18-hole regulation golf course.

## Golf Course Club Policy

Presented for Board approval January 12, 2010

The membership limit for Foothills Park & Recreation District's Golf Clubs will be 225 beginning with the 2018 season.

Revised June 27, 2017

## **Active and Retired Military and Veteran Individuals Discount Policy**

Presented for Board approval January 23, 2018

The District shall provide a discounted facility admission to all Active and Retired Military and Veteran Individuals who provide proper identification commensurate with the group rate.

The District shall also extend a discounted green fee rate to Active Military Individuals who provide proper identification commensurate with District Resident Rates

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

DATE: March 26, 2024  
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 that they are part of our team!

<b>Name</b>	<b>Department</b>
Caro, Esteban	Ridge Pool
Dante, Robinson	Edge Ice Arena
Levendusky, Justin	Edge Ice Arena
McDowell, Andrew	Ridge Pool
Ortiz, Kaylee	Lilley Gulch Camp KOTM
Dobrowski, Jacob	Foothills Course Maintenance
Roberts, Robert	Regional Park Maintenance
Wood, Samuel	Ridge Pool
Claiborne, William	Clement Park Turf Maintenance
Cassidy Anderson	Sports Specialty Programming
Ryland Basinger	Gymnastics
Schafer Eirich	Ridge Pool
Mikalah Gerk	Edge Ice Arena
Kami Grammerstorf	Foothills Sports Arena
Thomas Hann	Sports Specialty Programming
Keira Hoffman	Gymnastics
Noah Miller	Penalty Box
Jaden Quinn	Ridge Pool
Patrick Schreiner	Sports Specialty Programming
Johnson, Benjamin	Lilley Gulch Recreation Center
Locke, Charles	Edge Ice Arena
Ford, Stephen	Foothills Driving Range
Stookey, Rick	Clement Park Turf Maintenance

Please congratulate the following staff who have received a promotion or transfer within the District!

**PROMOTIONS AND TRANSFERS**

<b>Name</b>	<b>Old Job Title</b>	<b>New Job Title</b>
Ganow, Gwen	Seasonal Park Ranger	Park Ranger FT
Hofmann, Jenna	Hockey Skating Instructor I	Hockey Skating Instructor II

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

The Digital Accessibility Steering Committee continues to meet twice per month.

We 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 the year 2024.

Children's Programs is excited to announce that on March 1, 2024, we received an additional capacity building grant from the Colorado Department of Early Childhood. The \$21,250 grant is for Lilley Gulch Recreation Center preschool program. The funding will be used for site infrastructure improvements, specifically adding additional play features to the playground, furniture, technology enhancements and implementation of quality standards.

In the fall of last year, the District applied for an Employer Talent Development Program (ETDP) grant. The intent of the grant is to upskill current staff and provide reimbursement for 50% of training costs. The District was awarded a grant for Non-Escalation/De-Escalation training. It was taught in two sessions on February 27th and March 5th by on-staff Park Ranger, Gwen Ganow. Gwen has been part of the Foothills team for about 10 months and recently became our second full-time Park Ranger. She has nearly 14 years of experience as a Park Ranger in the Denver metro area and is a certified Vistelar Non-Escalation/De-Escalation trainer. The training covered strategies for preventing and reducing conflict. In the first two photos below, participating staff are demonstrating their "Superman/Superwoman" pose which is part of the preparation phase where they are learning to "stack their blocks" and mentally prepare to start the day. The last photo is of all training attendees.





As part of the Dutch Creek Trail Project, Jefferson County has agreed to rebuild the ADA ramp approaches at the three entrances located on the south side of South Ward Street at the Meadows Golf Course and both east and west entrances to the Edge Ice Arena and Ridge Recreation Center. The County will charge us \$51,168, the original estimate for the work was \$60,000. The work will be completed this spring. A copy of the MOU is attached.

Randy Meyers, Brendan Murphy, John Kinney and I met with Rick Phelps with Phelps Golf Design to walk the land being studied for a potential expansion of the Meadows Golf Course. The site is a beautiful piece of property with lots of great potential.

Randy Meyers, Joe Pinson, Eric Moore and I toured an indoor golf facility in Lone Tree that utilizes the GolfZon golf simulator, which is the simulator system that we have purchased for our new clubhouse. We wanted to see how it was installed and how it performs, and we were very impressed. As a follow-up to the tour, the owner of the facility came and toured our clubhouse, viewed our simulator room and offered suggestions about system installation.

The Foothills Theatre Company hosted 161 audience members across five performances of *Almost, Maine* in the "Black Box Theatre" at Ridge Recreation Center. The performers were engaging and funny and the show was truly entertaining and received great reviews from attendees. Arts and Events staff followed that up by submitting the application for the 2024 SCFD Grant. In 2023, SCFD granted over \$49,000 to Arts & Events programming.

Dennis Weiner and I attended a Jefferson County Parks and Recreation Director's meeting at the Apex Fieldhouse. Topics of discussion included:

- Impacts of Property Tax Reform Measures and educating SDA and Legislators about the important community services and facilities provided by park and recreation districts.
- New Development Inclusions into Park and Recreation Districts.
- Jefferson County Planning and Zoning and other County Approval Processes.
- Together Jeffco, county plans and regulations updates.
- County Park and Recreation District Data Gathering.

The District facilities were closed on Thursday, March 14<sup>th</sup> and facilities had a delayed start on Friday, March 15<sup>th</sup> due to the significant snowstorm. The storm did bring some much-needed moisture to our parks and golf courses.

The Peak had a shutdown the week of March 18<sup>th</sup>. Thorough cleaning and high dusting was completed during this time by facility staff.

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.







**To:** Mike Secary, Jefferson County Road and Bridge  
Will Truesdale, Jefferson County Road and Bridge

**From:** Ron Hopp, Foothills Park & Recreation District Executive Director

**Subject:** Memorandum of Understanding for S. Ward St Ramp Improvements

**Date:** March 5, 2024

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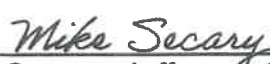
This Memorandum of Understanding confirms the request of Foothills Park & Recreation District to commit with Jefferson County Road and Bridge (R&B) to install (6) curb ramps along S. Ward per plan set. The work and cost are explained in the attached estimate prepared by R&B dated February 27, 2024.

This project includes removal and replacement of existing sidewalks with (6) ADA ramps with additional sidewalk. The project will include replacement of asphalt edges and all necessary striping needed per regulations. The R&B estimate for their portion of work is \$51,168. Upon completion of construction all previous agreements still apply.

Contacts for this project will be:

Colin Insley – Foothills Park & Recreation District  
Will Truesdale - Jefferson County Road and Bridge

Project Approval:   
Ron Hopp, Foothills Park & Recreation District Executive Director

 3/5/2024  
Mike Secary, Jefferson County Road and Bridge Director

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play

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DATE: March 26, 2024  
TO: Foothills Board of Directors  
FROM: Dennis Weiner, Director of Finance and Administrative Services  
SUBJECT: FEBRUARY 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 February 29, 2024 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 2/29/2024**

**Total Year-to Date Operating Revenue:**

Total District Year-to-Date Operating Revenues are \$2,364,526 versus a budget of \$2,251,773 or \$112,753 higher than planned due to the following:

- Admission Fee Revenues were \$1,669,790, which was \$117,980 better than planned.
  - Recreation admission fees were \$138,654 higher than planned driven by higher than planned admission fee revenue in District Athletics, Aquatics, Fitness, Facility Operations, Indoor Sports and at the Edge, partially offset by lower admission fees in Children's programs for Before and After Care programs.
  - Golf admission fees, including Golf Development and Improvement Fund revenue, were \$155,026, which was lower than plan by \$20,675 because of a lower number of rounds played than planned at both District golf courses.
- Rentals were \$526,388, which was lower than plan by \$22,765 resulting from lower than planned Ice rentals at the Edge Ice Arena and lower than planned room rentals at the the Ridge Recreation Center.
- Other revenue was better than plan by \$9,579, mainly because of the timing of advertising sales versus when budgeted.

**Total Year-To-Date Operating Expenditures:**

Total District Year-to-Date Operating Expenditures are \$3,559,127 versus budget of \$3,684,447 or \$125,320 better than planned due to the following:

- Salaries and Wages expenditures were \$1,996,642, which was better than plan by \$46,385, or about 2%. Full-Time Salaries were better than budget by \$50,797 mainly because of the timing of hiring for open full-time positions in Administration, Parks and Golf. Part-time wages were higher than planned by \$4,412 mainly due to higher part-time hours in Golf and Aquatics.
- Personnel expenditures were \$22,048 lower than planned, resulting from lower than planned health insurance expenditures related to open full time positions.
- Supplies expenditures were \$29,277 lower than budgeted due to the timing of expenditures for operating supplies in Golf.
- Utilities were \$218,912, which was lower than planned by \$34,349 mainly due to lower than budgeted expenditures on natural gas.

**Net Operating Loss:**

Net Operating Loss was \$1,194,601 compared to a planned Net Operating Loss of \$1,432,673, or \$238,072 better than plan, driven by higher than planned recreation admission fee revenue and lower than budgeted Salaries, Personnel Purchased Service and Utility expenditures throughout the District.

**Non-Operating Revenue and Expenditures:**

Net Non-Operating Revenue was \$2,622,796, which was \$945,803 favorable to plan primarily due to the following:

- Property Tax Revenue was \$785,442 higher than planned because of faster collection of property taxes by the County than anticipated.
- Specific Ownership taxes were better than plan by \$22,148 because of higher than planned taxes collected from vehicle registrations within Jefferson County.
- Contributions and Grants were better than planned by \$21,149 resulting from the timing of Red, White & You sponsorships versus when budgeted.
- Investment income was better than planned by \$129,413 driven by higher than planned invested balances and higher than planned yields on invested balances.

**Net Revenue/Expenditures:**

As a result, through February 29, 2024, Net Revenue was \$1,428,195, which was \$1,183,876 favorable to plan because of better-than-expected Net Operating Loss and investment income, and higher than planned property tax revenue due to the timing of collections.

Foothills Park & Recreation District  
 Summary of All Units  
 Thursday, February 29, 2024

	February	February	Month	YTD	YTD	YTD	2024			2023
	2024	2024	Fav/(Unfav)	2024	2024	Fav/(Unfav)	Original	Remaining	%	YTD
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Completed	YTD
<b>OPERATING REVENUES</b>										
Admission Fees	\$735,375	\$660,701	\$74,674	\$1,669,790	\$1,551,811	\$117,980	\$13,958,526	\$12,288,736	11.96%	\$1,273,078
Rentals	280,279	279,079	1,200	526,388	549,153	(22,765)	3,804,271	3,277,884	13.84%	500,324
Merchandise Sales	13,502	10,887	2,615	25,052	21,940	3,112	560,429	535,377	4.47%	16,073
Concessions and Other Contracts	60,293	61,572	(1,279)	123,402	118,555	4,847	838,750	715,348	14.71%	115,341
Other Revenue	1,121	7,570	(6,449)	19,894	10,315	9,579	61,410	41,516	32.40%	22,170
<b>TOTAL OPERATING REVENUES</b>	<b>1,090,570</b>	<b>1,019,809</b>	<b>70,761</b>	<b>2,364,526</b>	<b>2,251,773</b>	<b>112,753</b>	<b>19,223,387</b>	<b>16,858,860</b>	<b>12.30%</b>	<b>1,926,986</b>
<b>OPERATING EXPENDITURES</b>										
Salaries and Wages	978,211	983,005	4,794	1,996,642	2,043,026	46,385	14,536,980	12,540,338	13.73%	1,789,839
Personnel	169,329	174,465	5,136	341,179	363,227	22,048	2,742,304	2,401,125	12.44%	314,689
Supplies	144,643	179,485	34,842	335,983	365,260	29,277	3,069,771	2,733,788	10.94%	303,290
Purchased Services	152,467	209,104	56,637	591,001	586,546	(4,455)	3,771,771	3,180,769	15.67%	536,883
Utilities	105,616	121,942	16,326	218,912	253,261	34,349	2,171,446	1,952,533	10.08%	247,918
Insurance	36,563	36,563	-	73,019	73,126	107	438,758	365,739	16.64%	57,518
Other Expenditures	859	-	(859)	2,390	-	(2,390)	-	(2,390)	0.00%	868
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,587,689</b>	<b>1,704,565</b>	<b>116,876</b>	<b>3,559,127</b>	<b>3,684,447</b>	<b>125,320</b>	<b>26,731,030</b>	<b>23,171,903</b>	<b>13.31%</b>	<b>3,251,005</b>
<b>NET OPERATING REVENUE/(EXPENDITURES)</b>	<b>(497,119)</b>	<b>(684,756)</b>	<b>187,637</b>	<b>(1,194,601)</b>	<b>(1,432,673)</b>	<b>238,072</b>	<b>(7,507,643)</b>	<b>(6,313,042)</b>	<b>15.91%</b>	<b>(1,324,019)</b>
<b>NON-OPERATING REVENUE</b>										
Fund Balance	-	-	-	35,493	35,493	-	15,234,529	15,199,036	0.23%	41,284
Property Taxes Collected for Operations	5,953,873	4,995,391	958,482	5,989,592	5,204,150	785,442	16,183,639	10,194,047	37.01%	5,620,532
Specific Ownership Taxes	87,381	81,646	5,735	190,676	168,528	22,148	988,716	798,040	19.29%	173,913
Conservation Trust	-	-	-	-	-	-	559,744	559,744	0.00%	-
Contributions and Grants	1,321	11,600	(10,279)	89,878	68,729	21,149	1,970,041	1,880,163	4.56%	286,383
Investment Income	89,831	32,587	57,244	198,079	68,666	129,413	424,800	226,721	46.63%	259,437
<b>TOTAL NON-OPERATING REVENUE</b>	<b>6,132,406</b>	<b>5,121,225</b>	<b>1,011,182</b>	<b>6,503,718</b>	<b>5,545,567</b>	<b>958,151</b>	<b>35,361,469</b>	<b>28,857,751</b>	<b>18.39%</b>	<b>6,381,549</b>
<b>NON-OPERATING EXPENDITURES</b>										
Grant Expenditures	2,790	2,890	100	3,730	3,780	50	155,811	152,081	2.39%	1,580
Facilities & Equipment Repairs and Replacements	3,476,827	3,476,827	-	3,786,732	3,786,732	-	23,871,198	20,084,466	15.86%	3,606,399
Debt Payments	-	-	-	-	-	-	2,020,000	2,020,000	0.00%	-
Interest Expense	-	-	-	-	-	-	1,558,013	1,558,013	0.00%	-
Other Expenditures	93,381	74,931	(18,450)	90,460	78,062	(12,398)	248,805	158,345	36.36%	86,019
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>3,572,998</b>	<b>3,554,648</b>	<b>(18,350)</b>	<b>3,880,922</b>	<b>3,868,574</b>	<b>(12,348)</b>	<b>27,853,826</b>	<b>23,972,904</b>	<b>13.93%</b>	<b>3,693,998</b>
<b>NET REVENUE/(EXPENDITURES)</b>	<b>2,062,290</b>	<b>881,821</b>	<b>1,180,469</b>	<b>1,428,195</b>	<b>244,319</b>	<b>1,183,876</b>	<b>-</b>	<b>(1,428,195)</b>	<b>0.00%</b>	<b>1,363,532</b>
<b>TOTAL REVENUE</b>	<b>7,222,976</b>	<b>6,141,034</b>	<b>1,081,942</b>	<b>8,868,244</b>	<b>7,797,340</b>	<b>1,070,904</b>	<b>54,584,856</b>	<b>45,716,612</b>	<b>16.25%</b>	<b>8,308,535</b>
<b>TOTAL EXPENDITURES</b>	<b>5,160,686</b>	<b>5,259,213</b>	<b>98,527</b>	<b>7,440,049</b>	<b>7,553,021</b>	<b>112,972</b>	<b>54,584,856</b>	<b>47,144,807</b>	<b>13.63%</b>	<b>6,945,003</b>
<b>NET REVENUE/(EXPENDITURES)</b>	<b>2,062,290</b>	<b>881,821</b>	<b>1,180,469</b>	<b>1,428,195</b>	<b>244,319</b>	<b>1,183,876</b>	<b>-</b>	<b>(1,428,195)</b>	<b>0.00%</b>	<b>1,363,532</b>

Foothills Park & Recreation District  
Summary of All Units  
Thursday, February 29, 2024

	February 2024 Actual	February 2024 Budget	Month Fav/(Unfav) Variance	YTD 2024 Actual	YTD 2024 Budget	YTD Fav/(Unfav) Variance	2024 Original Budget	2024 Remaining Budget	% Completed	2023 YTD
<b>OPERATING REVENUES</b>										
<b>Admission Fees:</b>										
Recreation Summary - Admission Fees	647,620	559,714	87,906	1,514,765	1,376,111	138,654	9,265,200	7,750,435	16.35%	1,258,645
Golf Summary - Admission Fees	83,051	94,888	(11,837)	148,110	163,502	(15,393)	4,388,381	4,240,271	3.38%	14,036
Other Funds - Admission Fees	4,704	6,099	(1,395)	6,916	12,198	(5,282)	304,945	298,029	2.27%	397
<b>Total Admission Fees</b>	<b>735,375</b>	<b>660,701</b>	<b>74,674</b>	<b>1,669,790</b>	<b>1,551,811</b>	<b>117,980</b>	<b>13,958,526</b>	<b>12,288,736</b>	<b>11.96%</b>	<b>1,273,078</b>
<b>Rentals:</b>										
Total Parks and Clement Park - Rentals	1,652	-	1,652	3,692	-	3,692	138,085	134,393	2.67%	4,760
Recreation Summary - Rentals	260,630	254,515	6,115	492,847	513,241	(20,394)	2,447,566	1,954,719	20.14%	495,456
Golf Summary - Rentals	17,998	24,565	(6,567)	29,848	35,912	(6,064)	1,218,620	1,188,772	2.45%	109
<b>Total Rentals</b>	<b>280,279</b>	<b>279,079</b>	<b>1,200</b>	<b>526,388</b>	<b>549,153</b>	<b>(22,765)</b>	<b>3,804,271</b>	<b>3,277,884</b>	<b>13.84%</b>	<b>500,324</b>
<b>Merchandise Sales:</b>										
Recreation Summary - Merchandise Sales	6,768	5,743	1,025	15,394	12,771	2,623	86,684	71,290	17.76%	11,295
Golf Summary - Merchandise Sales	6,734	5,144	1,590	9,658	9,169	489	473,745	464,087	2.04%	4,778
<b>Total Merchandise Sales</b>	<b>13,502</b>	<b>10,887</b>	<b>2,615</b>	<b>25,052</b>	<b>21,940</b>	<b>3,112</b>	<b>560,429</b>	<b>535,377</b>	<b>4.47%</b>	<b>16,073</b>
<b>Concessions and Other Contracts:</b>										
Administration - Concessions and Other Contracts	-	-	-	-	-	-	10,000	10,000	0.00%	-
Total Parks and Clement Park - Concessions and Other Contracts	-	-	-	-	-	-	4,392	4,392	0.00%	-
Recreation Summary - Concessions and Other Contracts	58,816	61,572	(2,756)	119,315	118,555	760	674,575	555,261	17.69%	114,741
Golf Summary - Concessions and Other Contracts	1,476	-	1,476	4,087	-	4,087	149,783	145,696	2.73%	600
<b>Total Concessions and Other Contracts</b>	<b>60,293</b>	<b>61,572</b>	<b>(1,279)</b>	<b>123,402</b>	<b>118,555</b>	<b>4,847</b>	<b>838,750</b>	<b>715,348</b>	<b>14.71%</b>	<b>115,341</b>
<b>Other Revenue:</b>										
Administration - Other Revenue	96	5,000	(4,904)	10,111	5,000	5,111	9,000	(1,111)	112.34%	7,842
Total Parks and Clement Park - Other Revenue	367	-	367	632	-	632	(140)	(772)	(451.12%)	2,813
Recreation Summary - Other Revenue	594	2,300	(1,706)	9,088	4,775	4,313	44,150	35,062	20.58%	11,280
Golf Summary - Other Revenue	64	270	(206)	64	540	(476)	8,400	8,336	0.77%	234
<b>Total Other Revenue</b>	<b>1,121</b>	<b>7,570</b>	<b>(6,449)</b>	<b>19,894</b>	<b>10,315</b>	<b>9,579</b>	<b>61,410</b>	<b>41,516</b>	<b>32.40%</b>	<b>22,170</b>
<b>TOTAL OPERATING REVENUES:</b>										
Administration - TOTAL OPERATING REVENUES	96	5,000	(4,904)	10,111	5,000	5,111	19,000	8,889	53.21%	7,842
Total Parks and Clement Park - TOTAL OPERATING REVENUES	2,019	-	2,019	4,324	-	4,324	142,337	138,013	3.04%	7,573
Recreation Summary - TOTAL OPERATING REVENUES	974,428	883,844	90,584	2,151,408	2,025,452	125,956	12,518,176	10,366,768	17.19%	1,891,417
Golf Summary - TOTAL OPERATING REVENUES	109,324	124,867	(15,543)	191,767	209,123	(17,356)	6,238,929	6,047,161	3.07%	19,757
Other Funds - TOTAL OPERATING REVENUES	4,704	6,099	(1,395)	6,916	12,198	(5,282)	304,945	298,029	2.27%	397





	February 2024	February 2024	Month Fav/(Unfav) Variance	YTD 2024	YTD 2024	YTD Fav/(Unfav) Variance	2024			2023
	Actual	Budget		Actual	Budget		Original Budget	Remaining Budget	% Completed	YTD
Administration - Insurance	10,235	10,235	-	20,469	20,469	-	122,816	102,347	16.67%	18,449
Total Parks and Clement Park - Insurance	7,635	7,635	-	15,164	15,271	107	91,625	76,461	16.55%	12,116
Recreation Summary - Insurance	16,611	16,611	-	33,223	33,223	-	199,338	166,115	16.67%	23,951
Golf Summary - Insurance	2,082	2,082	-	4,163	4,163	-	24,980	20,816	16.67%	3,001
<b>Total Insurance</b>	<b>36,563</b>	<b>36,563</b>	<b>-</b>	<b>73,019</b>	<b>73,126</b>	<b>107</b>	<b>438,758</b>	<b>365,739</b>	<b>16.64%</b>	<b>57,518</b>
Other Expenditures:										
Recreation Summary - Other Expenditures	447	-	(447)	2,125	-	(2,125)	-	(2,125)	0.00%	1,162
Golf Summary - Other Expenditures	412	-	(412)	265	-	(265)	-	(265)	0.00%	(294)
<b>Total Other Expenditures</b>	<b>859</b>	<b>-</b>	<b>(859)</b>	<b>2,390</b>	<b>-</b>	<b>(2,390)</b>	<b>-</b>	<b>(2,390)</b>	<b>0.00%</b>	<b>868</b>
TOTAL OPERATING EXPENDITURES:										
Administration - TOTAL OPERATING EXPENDITURES	103,955	196,276	92,321	416,179	438,741	22,562	2,891,017	2,474,838	14.40%	373,378
Total Parks and Clement Park - TOTAL OPERATING EXPENDITURES	319,096	299,272	(19,824)	752,268	764,095	11,827	5,315,817	4,563,549	14.15%	664,453
Recreation Summary - TOTAL OPERATING EXPENDITURES	971,061	967,915	(3,146)	1,998,276	2,016,408	18,132	13,503,214	11,504,938	14.80%	1,825,601
Golf Summary - TOTAL OPERATING EXPENDITURES	188,653	241,103	52,450	387,479	465,203	77,724	5,020,982	4,633,502	7.72%	370,065
Other Funds - TOTAL OPERATING EXPENDITURES	4,925	-	(4,925)	4,925	-	(4,925)	-	(4,925)	0.00%	17,508
<b>Total TOTAL OPERATING EXPENDITURES</b>	<b>1,587,689</b>	<b>1,704,565</b>	<b>116,876</b>	<b>3,559,127</b>	<b>3,684,447</b>	<b>125,320</b>	<b>26,731,030</b>	<b>23,171,903</b>	<b>13.31%</b>	<b>3,251,005</b>
NET OPERATING REVENUE/(EXPENDITURES):										
Administration - NET OPERATING REVENUE/(EXPENDITURES)	(103,859)	(191,276)	87,417	(406,068)	(433,741)	27,673	(2,872,017)	(2,465,949)	14.14%	(365,536)
Total Parks and Clement Park - NET OPERATING REVENUE/(EXPENDITURES)	(317,077)	(299,272)	(17,805)	(747,944)	(764,095)	16,151	(5,173,480)	(4,425,536)	14.46%	(656,880)
Recreation Summary - NET OPERATING REVENUE/(EXPENDITURES)	3,367	(84,072)	87,438	153,132	9,045	144,088	(985,038)	(1,138,171)	(15.55%)	65,816
Golf Summary - NET OPERATING REVENUE/(EXPENDITURES)	(79,329)	(116,236)	36,907	(195,712)	(256,080)	60,368	1,217,947	1,413,659	(16.07%)	(350,308)
Other Funds - NET OPERATING REVENUE/(EXPENDITURES)	(221)	6,099	(6,320)	1,991	12,198	(10,207)	304,945	302,954	0.65%	(17,111)
<b>Total NET OPERATING REVENUE/(EXPENDITURES)</b>	<b>(497,119)</b>	<b>(684,756)</b>	<b>187,637</b>	<b>(1,194,601)</b>	<b>(1,432,673)</b>	<b>238,072</b>	<b>(7,507,643)</b>	<b>(6,313,042)</b>	<b>15.91%</b>	<b>(1,324,019)</b>
NON-OPERATING REVENUE										
Fund Balance:										
Other Funds - Fund Balance	-	-	-	35,493	35,493	-	15,234,529	15,199,036	0.23%	41,284
<b>Total Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,493</b>	<b>35,493</b>	<b>-</b>	<b>15,234,529</b>	<b>15,199,036</b>	<b>0.23%</b>	<b>41,284</b>
Property Taxes Collected for Operations:										
Administration - Property Taxes Collected for Operations	5,586,543	4,628,063	958,481	5,178,925	4,393,484	785,441	7,383,003	2,204,078	70.15%	4,875,613
Total Parks and Clement Park - Property Taxes Collected for Operations	300,433	300,432	1	765,305	765,305	0	5,177,241	4,411,936	14.78%	708,166
Recreation Summary - Property Taxes Collected for Operations	74,773	74,773	0	137,037	137,037	0	1,348,799	1,211,762	10.16%	137,115
Other Funds - Property Taxes Collected for Operations	(7,876)	(7,876)	0	(91,675)	(91,675)	0	2,274,596	2,366,271	(4.03%)	(100,361)
<b>Total Property Taxes Collected for Operations</b>	<b>5,953,873</b>	<b>4,995,391</b>	<b>958,482</b>	<b>5,989,592</b>	<b>5,204,150</b>	<b>785,442</b>	<b>16,183,639</b>	<b>10,194,047</b>	<b>37.01%</b>	<b>5,620,532</b>
Specific Ownership Taxes:										

	February 2024 Actual	February 2024 Budget	Month Fav/(Unfav) Variance	YTD 2024 Actual	YTD 2024 Budget	YTD Fav/(Unfav) Variance	2024 Original Budget	2024 Remaining Budget	% Completed	2023 YTD
Other Funds - Specific Ownership Taxes	87,381	81,646	5,735	190,676	168,528	22,148	988,716	798,040	19.29%	173,913
<b>Total Specific Ownership Taxes</b>	<b>87,381</b>	<b>81,646</b>	<b>5,735</b>	<b>190,676</b>	<b>168,528</b>	<b>22,148</b>	<b>988,716</b>	<b>798,040</b>	<b>19.29%</b>	<b>173,913</b>
<b>Conservation Trust:</b>										
Other Funds - Conservation Trust	-	-	-	-	-	-	559,744	559,744	0.00%	-
<b>Total Conservation Trust</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>559,744</b>	<b>559,744</b>	<b>0.00%</b>	<b>-</b>
<b>Contributions and Grants:</b>										
Total Parks and Clement Park - Contributions and Grants	(390)	-	(390)	(390)	-	(390)	-	390	0.00%	700
Recreation Summary - Contributions and Grants	-	-	-	18,250	1,000	17,250	5,500	(12,750)	331.82%	42,516
Other Funds - Contributions and Grants	1,711	11,600	(9,889)	72,018	67,729	4,289	1,964,541	1,892,523	3.67%	243,167
<b>Total Contributions and Grants</b>	<b>1,321</b>	<b>11,600</b>	<b>(10,279)</b>	<b>89,878</b>	<b>68,729</b>	<b>21,149</b>	<b>1,970,041</b>	<b>1,880,163</b>	<b>4.56%</b>	<b>286,383</b>
<b>Investment Income:</b>										
Administration - Investment Income	89,831	32,587	57,244	198,079	68,666	129,413	424,800	226,721	46.63%	259,437
<b>Total Investment Income</b>	<b>89,831</b>	<b>32,587</b>	<b>57,244</b>	<b>198,079</b>	<b>68,666</b>	<b>129,413</b>	<b>424,800</b>	<b>226,721</b>	<b>46.63%</b>	<b>259,437</b>
<b>TOTAL NON-OPERATING REVENUE:</b>										
Administration - TOTAL NON-OPERATING REVENUE	5,676,374	4,660,650	1,015,724	5,377,004	4,462,150	914,854	7,807,803	2,430,799	68.87%	5,135,049
Total Parks and Clement Park - TOTAL NON-OPERATING REVENUE	300,043	300,432	(389)	764,915	765,305	(390)	5,177,241	4,412,326	14.77%	708,866
Recreation Summary - TOTAL NON-OPERATING REVENUE	74,773	74,773	0	155,287	138,037	17,250	1,354,299	1,199,012	11.47%	179,631
Other Funds - TOTAL NON-OPERATING REVENUE	81,216	85,370	(4,154)	206,512	180,075	26,437	21,022,126	20,815,614	0.98%	358,003
<b>Total TOTAL NON-OPERATING REVENUE</b>	<b>6,132,406</b>	<b>5,121,225</b>	<b>1,011,182</b>	<b>6,503,718</b>	<b>5,545,567</b>	<b>958,151</b>	<b>35,361,469</b>	<b>28,857,751</b>	<b>18.39%</b>	<b>6,381,549</b>
<b>NON-OPERATING EXPENDITURES</b>										
<b>Grant Expenditures:</b>										
Other Funds - Grant Expenditures	2,790	2,890	100	3,730	3,780	50	155,811	152,081	2.39%	1,580
<b>Total Grant Expenditures</b>	<b>2,790</b>	<b>2,890</b>	<b>100</b>	<b>3,730</b>	<b>3,780</b>	<b>50</b>	<b>155,811</b>	<b>152,081</b>	<b>2.39%</b>	<b>1,580</b>
<b>Facilities &amp; Equipment Repairs and Replacements:</b>										
Total Parks and Clement Park - Facilities & Equipment Repairs and Replacements	-	-	-	-	-	-	-	-	0.00%	20,000
Other Funds - Facilities & Equipment Repairs and Replacements	3,476,827	3,476,827	-	3,786,732	3,786,732	-	23,871,198	20,084,466	15.86%	3,586,399
<b>Total Facilities &amp; Equipment Repairs and Replacements</b>	<b>3,476,827</b>	<b>3,476,827</b>	<b>-</b>	<b>3,786,732</b>	<b>3,786,732</b>	<b>-</b>	<b>23,871,198</b>	<b>20,084,466</b>	<b>15.86%</b>	<b>3,606,399</b>
<b>Debt Payments:</b>										
Other Funds - Debt Payments	-	-	-	-	-	-	2,020,000	2,020,000	0.00%	-
<b>Total Debt Payments</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,020,000</b>	<b>2,020,000</b>	<b>0.00%</b>	<b>-</b>
<b>Interest Expense:</b>										
Other Funds - Interest Expense	-	-	-	-	-	-	1,558,013	1,558,013	0.00%	-

	February 2024 Actual	February 2024 Budget	Month Fav/(Unfav) Variance	YTD 2024 Actual	YTD 2024 Budget	YTD Fav/(Unfav) Variance	2024 Original Budget	2024 Remaining Budget	% Completed	2023 YTD
Total Interest Expense	-	-	-	-	-	-	1,558,013	1,558,013	0.00%	-
Other Expenditures:										
Administration - Other Expenditures	4,073	-	(4,073)	616	-	(616)	-	(616)	0.00%	1,711
Total Parks and Clement Park - Other Expenditures	1,161	1,161	0	1,210	1,209	(1)	3,761	2,551	32.17%	1,059
Other Funds - Other Expenditures	88,147	73,770	(14,377)	88,634	76,853	(11,781)	245,044	156,410	36.17%	83,249
Total Other Expenditures	93,381	74,931	(18,450)	90,460	78,062	(12,398)	248,805	158,345	36.36%	86,019
TOTAL NON-OPERATING EXPENDITURES:										
Administration - TOTAL NON-OPERATING EXPENDITURES	4,073	-	(4,073)	616	-	(616)	-	(616)	0.00%	1,711
Total Parks and Clement Park - TOTAL NON-OPERATING EXPENDITURES	1,161	1,161	0	1,210	1,209	(1)	3,761	2,551	32.17%	21,059
Other Funds - TOTAL NON-OPERATING EXPENDITURES	3,567,764	3,553,487	(14,277)	3,879,096	3,867,365	(11,731)	27,850,065	23,970,969	13.93%	3,671,228
Total TOTAL NON-OPERATING EXPENDITURES	3,572,998	3,554,648	(18,350)	3,880,922	3,868,574	(12,348)	27,853,826	23,972,904	13.93%	3,693,998
NET REVENUE/(EXPENDITURES):										
Administration - NET REVENUE/(EXPENDITURES)	5,568,443	4,469,374	1,099,069	4,970,320	4,028,409	941,911	4,935,786	(34,534)	100.70%	4,767,802
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	(18,195)	-	(18,195)	15,761	-	15,761	-	(15,761)	0.00%	30,926
Recreation Summary - NET REVENUE/(EXPENDITURES)	78,140	(9,299)	87,439	308,419	147,082	161,338	369,260	60,841	83.52%	245,447
Golf Summary - NET REVENUE/(EXPENDITURES)	(79,329)	(116,236)	36,907	(195,712)	(256,080)	60,368	1,217,947	1,413,659	(16.07%)	(350,308)
Other Funds - NET REVENUE/(EXPENDITURES)	(3,486,769)	(3,462,018)	(24,751)	(3,670,593)	(3,675,092)	4,499	(6,522,994)	(2,852,401)	56.27%	(3,330,336)
Total NET REVENUE/(EXPENDITURES)	2,062,290	881,821	1,180,469	1,428,195	244,319	1,183,876	-	(1,428,195)	0.00%	1,363,532
TOTAL REVENUE:										
Administration - TOTAL REVENUE	5,676,470	4,665,650	1,010,820	5,387,115	4,467,150	919,965	7,826,803	2,439,688	68.83%	5,142,892
Total Parks and Clement Park - TOTAL REVENUE	302,062	300,432	1,629	769,239	765,305	3,934	5,319,578	4,550,339	14.46%	716,438
Recreation Summary - TOTAL REVENUE	1,049,201	958,616	90,585	2,306,695	2,163,489	143,206	13,872,475	11,565,779	16.63%	2,071,048
Golf Summary - TOTAL REVENUE	109,324	124,867	(15,543)	191,767	209,123	(17,356)	6,238,929	6,047,161	3.07%	19,757
Other Funds - TOTAL REVENUE	85,920	91,469	(5,549)	213,428	192,273	21,155	21,327,071	21,113,643	1.00%	358,400
Total TOTAL REVENUE	7,222,976	6,141,034	1,081,942	8,868,244	7,797,340	1,070,904	54,584,856	45,716,612	16.25%	8,308,535
TOTAL EXPENDITURES:										
Administration - TOTAL EXPENDITURES	108,027	196,276	88,248	416,795	438,741	21,946	2,891,017	2,474,222	14.42%	375,089
Total Parks and Clement Park - TOTAL EXPENDITURES	320,257	300,432	(19,824)	753,478	765,305	11,827	5,319,578	4,566,100	14.16%	685,512
Recreation Summary - TOTAL EXPENDITURES	971,061	967,915	(3,146)	1,998,276	2,016,408	18,132	13,503,214	11,504,938	14.80%	1,825,601
Golf Summary - TOTAL EXPENDITURES	188,653	241,103	52,450	387,479	465,203	77,724	5,020,982	4,633,502	7.72%	370,065
Other Funds - TOTAL EXPENDITURES	3,572,689	3,553,487	(19,202)	3,884,021	3,867,365	(16,656)	27,850,065	23,966,044	13.95%	3,688,736
Total TOTAL EXPENDITURES	5,160,686	5,259,213	98,527	7,440,049	7,553,021	112,972	54,584,856	47,144,807	13.63%	6,945,003
NET REVENUE/(EXPENDITURES):										
Administration - NET REVENUE/(EXPENDITURES)	5,568,443	4,469,374	1,099,069	4,970,320	4,028,409	941,911	4,935,786	(34,534)	100.70%	4,767,802

	February 2024	February 2024	Month Fav/(Unfav)	YTD 2024	YTD 2024	YTD Fav/(Unfav)	2024			2023
	Actual	Budget	Variance	Actual	Budget	Variance	Original Budget	Remaining Budget	% Completed	YTD
Total Parks and Clement Park - NET REVENUE/(EXPENDITURES)	(18,195)	-	(18,195)	15,761	-	15,761	-	(15,761)	0.00%	30,926
Recreation Summary - NET REVENUE/(EXPENDITURES)	78,140	(9,299)	87,439	308,419	147,082	161,338	369,260	60,841	83.52%	245,447
Golf Summary - NET REVENUE/(EXPENDITURES)	(79,329)	(116,236)	36,907	(195,712)	(256,080)	60,368	1,217,947	1,413,659	(16.07%)	(350,308)
Other Funds - NET REVENUE/(EXPENDITURES)	(3,486,769)	(3,462,018)	(24,751)	(3,670,593)	(3,675,092)	4,499	(6,522,994)	(2,852,401)	56.27%	(3,330,336)
<b>Total NET REVENUE/(EXPENDITURES)</b>	<b>2,062,290</b>	<b>881,821</b>	<b>1,180,469</b>	<b>1,428,195</b>	<b>244,319</b>	<b>1,183,876</b>	<b>-</b>	<b>(1,428,195)</b>	<b>0.00%</b>	<b>1,363,532</b>

Foothills Park & Recreation District as of February 29, 2024

	Actual Operating Revenue	Budget Operating Revenue	Revenue Variance Fav/(Unfav)	Actual Operating Expenditures	Budget Operating Expenditures	Expenditure Variance Fav/(Unfav)	Actual Net Operating Revenue (Loss)	Budget Net Operating Revenue (Loss)	Net Variance Fav/(Unfav)
<b>Administration</b>									
Executive Director				118,347	125,396	7,049	(118,347)	(125,396)	7,049
Marketing	9,600	5,000	4,600	73,939	84,768	10,829	(64,339)	(79,768)	15,429
Finance	511		511	107,767	92,374	(15,393)	(107,256)	(92,374)	(14,882)
Human Resources				35,952	41,110	5,158	(35,952)	(41,110)	5,158
Information Technology				80,175	95,092	14,917	(80,175)	(95,092)	14,917
<b>Total Administration</b>	<b>10,111</b>	<b>5,000</b>	<b>5,111</b>	<b>416,180</b>	<b>438,740</b>	<b>22,560</b>	<b>(406,069)</b>	<b>(433,740)</b>	<b>27,671</b>
<b>Parks</b>									
Parks Administration				78,969	77,130	(1,839)	(78,969)	(77,130)	(1,839)
Fleet Maintenance	367		367	86,439	100,620	14,181	(86,072)	(100,620)	14,548
Urban Parks	200		200	330,934	313,291	(17,643)	(330,734)	(313,291)	(17,443)
Regional Parks	35		35	126,141	107,208	(18,933)	(126,106)	(107,208)	(18,898)
Kipling Villas				836	729	(107)	(836)	(729)	(107)
Park Rangers Urban and Regional				12,506	31,869	19,363	(12,506)	(31,869)	19,363
Clement Park	3,722		3,722	116,443	133,248	16,805	(112,721)	(133,248)	20,527
<b>Total Parks</b>	<b>4,324</b>	<b>-</b>	<b>4,324</b>	<b>752,268</b>	<b>764,095</b>	<b>11,827</b>	<b>(747,944)</b>	<b>(764,095)</b>	<b>16,151</b>
<b>Recreation</b>									
Recreation Administration				82,541	72,721	(9,820)	(82,541)	(72,721)	(9,820)
Esports	1,412	3,798	(2,386)	6,712	8,246	1,534	(5,300)	(4,448)	(852)
Lilley Gulch Rec Center	25,977	21,236	4,741	63,604	67,224	3,620	(37,627)	(45,988)	8,361
Peak Wellness Center	47,385	39,227	8,158	63,348	68,772	5,424	(15,963)	(29,545)	13,582
Ridge Rec Center	102,282	96,654	5,628	104,798	114,600	9,802	(2,516)	(17,946)	15,430
Climbing Wall	464	1,215	(751)	1,613	2,229	616	(1,149)	(1,014)	(135)
<b>Total Facility Operations</b>	<b>177,520</b>	<b>162,130</b>	<b>15,390</b>	<b>240,075</b>	<b>261,071</b>	<b>20,996</b>	<b>(62,555)</b>	<b>(98,941)</b>	<b>36,386</b>
Facility Maintenance				80,383	71,041	(9,342)	(80,383)	(71,041)	(9,342)
Fitness Programs	139,778	107,582	32,196	80,969	74,953	(6,016)	58,809	32,629	26,180
Cultural Arts	64,889	52,330	12,559	57,550	65,275	7,725	7,339	(12,945)	20,284
Active Adult Programs	3,149	6,979	(3,830)	4,993	11,650	6,657	(1,844)	(4,671)	2,827
<b>Total Arts &amp; Events</b>	<b>68,038</b>	<b>59,309</b>	<b>8,729</b>	<b>62,543</b>	<b>76,925</b>	<b>14,382</b>	<b>5,495</b>	<b>(17,616)</b>	<b>23,111</b>
Children's Program Administration	5,754	6,035	(281)	261,843	267,917	6,074	(256,089)	(261,882)	5,793
Children's Program Teen Program							-	-	-
Children's Program Preschool, ADCAP&Tots	109,464	123,558	(14,094)	66,511	67,428	917	42,953	56,130	(13,177)
Children's Program B&A	305,210	323,013	(17,803)	74,574	85,701	11,127	230,636	237,312	(6,676)
Children's Program Camp	33,617	27,969	5,648	19,721	23,269	3,548	13,896	4,700	9,196
<b>Total Children's Programs</b>	<b>454,045</b>	<b>480,575</b>	<b>(26,530)</b>	<b>422,649</b>	<b>444,315</b>	<b>21,666</b>	<b>31,396</b>	<b>36,260</b>	<b>(4,864)</b>
Aquatics Administration		400	(400)	59,467	68,151	8,684	(59,467)	(67,751)	8,284
Deer Creek Pool	1		1	2,481	3,242	761	(2,480)	(3,242)	762
Columbine West Pool				5,302	1,329	(3,973)	(5,302)	(1,329)	(3,973)
Sixth Avenue West Pool				4,846	1,035	(3,811)	(4,846)	(1,035)	(3,811)
Lilley Gulch Pool	8,494	7,370	1,124	24,055	21,292	(2,763)	(15,561)	(13,922)	(1,639)
Ridge Pool	172,624	147,555	25,069	213,963	194,028	(19,935)	(41,339)	(46,473)	5,134
Weaver Hollow Pool				2,674	3,285	611	(2,674)	(3,285)	611
<b>Total Aquatics</b>	<b>181,119</b>	<b>155,325</b>	<b>25,794</b>	<b>312,788</b>	<b>292,362</b>	<b>(20,426)</b>	<b>(131,669)</b>	<b>(137,037)</b>	<b>5,368</b>
Edge	562,923	552,478	10,445	344,942	366,985	22,043	217,981	185,493	32,488
District Athletics Adult Sports	44,214	17,100	27,114	29,669	30,160	491	14,545	(13,060)	27,605
District Athletics Concessions/Misc Contract	6,813	6,813		491	476	(15)	6,322	6,337	(15)
Schaefer Batting Cage				14,256	2,837	(11,419)	(14,256)	(2,837)	(11,419)
District Athletics Administration	2,363	675	1,688	28,492	27,796	(696)	(26,129)	(27,121)	992
Clement Park Batting Cage							-	-	-
Clement Park Concessions				552	532	(20)	(552)	(532)	(20)
Clement Splash Park	144		144				144	-	144
Youth & Middle School Sports	94,882	90,981	3,901	60,971	56,132	(4,839)	33,911	34,849	(938)
Gymnastics	81,577	80,022	1,555	39,351	41,857	2,506	42,226	38,165	4,061
Sports Specialty Programming	30,378	29,053	1,325	53,852	51,212	(2,640)	(23,474)	(22,159)	(1,315)
Racket Sports	3,700	5,056	(1,356)	49	5,862	5,813	3,651	(806)	4,457
<b>Total District Athletics</b>	<b>264,071</b>	<b>229,700</b>	<b>34,371</b>	<b>227,683</b>	<b>216,864</b>	<b>(10,819)</b>	<b>36,388</b>	<b>12,836</b>	<b>23,552</b>
Foothills Fieldhouse	123,941	105,974	17,967	70,118	67,052	(3,066)	53,823	38,922	14,901
Foothills Sports Arena	179,974	172,380	7,594	73,584	72,119	(1,465)	106,390	100,261	6,129
<b>Total Indoor Athletics</b>	<b>303,915</b>	<b>278,354</b>	<b>25,561</b>	<b>143,702</b>	<b>139,171</b>	<b>(4,531)</b>	<b>160,213</b>	<b>139,183</b>	<b>21,030</b>
<b>Total Recreation</b>	<b>2,151,409</b>	<b>2,025,453</b>	<b>125,956</b>	<b>1,998,275</b>	<b>2,016,408</b>	<b>18,133</b>	<b>153,134</b>	<b>9,045</b>	<b>144,089</b>
<b>Golf</b>									
Foothills Golf Course	126,909	136,057	(9,148)	240,245	275,451	35,206	(113,336)	(139,394)	26,058
Meadows Golf Course	64,859	73,066	(8,207)	147,235	189,753	42,518	(82,376)	(116,687)	34,311
<b>Total Golf</b>	<b>191,768</b>	<b>209,123</b>	<b>(17,355)</b>	<b>387,480</b>	<b>465,204</b>	<b>77,724</b>	<b>(195,712)</b>	<b>(256,081)</b>	<b>60,369</b>
<b>Other Funds (Golf Development Fund)</b>	<b>6,914</b>	<b>12,197</b>	<b>(5,283)</b>	<b>4,924</b>		<b>(4,924)</b>	<b>1,990</b>	<b>12,197</b>	<b>(10,207)</b>
<b>Total District</b>	<b>2,364,526</b>	<b>2,251,773</b>	<b>112,753</b>	<b>3,559,127</b>	<b>3,684,447</b>	<b>125,320</b>	<b>(1,194,601)</b>	<b>(1,432,674)</b>	<b>238,073</b>

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: March 26, 2024

MEMO TO: Foothills Board of Directors

FROM: Ronald Hopp, Executive Director

SUBJECT: 2017 Mill Levy Extension

The District placed a Tabor Question on the 2017 November Ballot which was a 2.75 mill levy increase with a 9-year sunset provision. The election was successful with nearly 58% of the voters approving the measure. The mill levy will expire at the end of 2026, if it does not get extended.

During the March Board Meeting, staff will be presenting background information about the mill levy, projects that have been accomplished, a 16-year financial forecast and the steps required proceed towards a mill levy extension election prior to the mill levy expiration.

FOOTHILLS PARK & RECREATION DISTRICT

Creating Community, Enhancing Health, Inspiring Play since 1959

DATE: March 26, 2024  
MEMO TO: Foothills Board of Directors  
FROM: Ronald Hopp, Executive Director  
SUBJECT: Capital Projects Report through February 29, 2024

## **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: \$1,586,279  
Budget Remaining: \$963,739  
Scheduled Completion: Spring of 2024

#### Lakehurst Park (Moved to 2022 Mill Levy Park Projects)

- Construction Plans 100% complete
- Grading Permit Approved by the County
- Playground is ordered and in Vendor's Lot
- Going out to bid in March

#### West Laurel Park

- Shade Structure in over playground
- Site work 100% complete
- Irrigation 75% complete

#### Jim Hoida Memorial Park.

- Project 95% complete
- Restoration and trees planted in the spring

#### Willow Creek Park

- Construction underway and 60% complete

#### Westbury Park

- Construction at 95% complete
- Restoration and tree planting in the spring
- Playground completed by different contractor

#### Columbine West Park

- Included in Columbine West Pool Project Completed

#### Lakehurst West Park

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

### **Easton Regional Park**

Budget: \$1,150,000

Expenses to Date: \$312,918

Budget Remaining: \$837,082

Scheduled Completion 2024

- Bids received and staff to award with Board approval
- Additional Pump installed at Hine Lake completed
- County permit process started
- Promenade completed to Ward St. parking lot

### **Dutch Creek Trail Extension**

Overall Budget: \$3,765,052

Funding: \$1,904,440 – District Capital Budget/\$1,860,612 Jeffco Trails Grant

Expenses to Date: \$352,899

Budget Remaining \$3,368,325

Project Completion: 2024

- Grading Permit complete
- Jefferson County constructing Simms crossing completed
- Staff to award bridge bid with Board approval
- Bids received and contract to be awarded in March

## **Recreation**

### **Weaver Hollow Splash Pad Resurfacing**

Splash Pad Resurfacing Estimate: \$32,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$32,000

- Product ordered & install anticipated Spring 2024

### **Ridge Upstairs Lobby Improvements**

Remodel information desk & add party room Estimate: \$50,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$50,000

- Design & planning phase

### **Ridge Curtain Wall/Storefront Windows Replacement for Leisure (Activity) Pool**

Remove and reinstall all windows damaged by wind December 2021

Funding: District Capital Project, insurance proceeds and FEMA grant

Repair Estimate: \$115,000.00

Expenses to Date: \$0

Budget Remaining: \$115,000.00

Scheduled Completion: Spring 2024

- Design and scope of work completed
- Awarded contract to Grand View Glass, Inc.
- Coordination meeting occurred March 13, 2024



### **Deer Creek Pool Domestic Boiler Replacement**

Deer Creek Domestic Boiler Estimate: \$47,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$50,000

- Facility Maintenance obtaining final bids

### **Upgrade PLC Monitoring at Edge Ice Plant**

PLC Monitoring System Upgrade Estimate: \$14,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$14,000

- System designed and ordered anticipated install Spring 2024

### **Fitness Equipment Replacements at Peak**

Fitness Equipment Replacements Estimate: \$100,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$100,000

- Evaluating equipment options and obtaining bids

### **Bleacher Replacements at Foothills Fieldhouse**

Bleacher Replacements Estimate: \$55,000

Funding: District Capital Project Budget

Expenses to Date: \$0

Budget Remaining: \$55,000

- Bids received and final selections in process
- Purchase order being finalized

### **Outdoor Pool Reconstruction**

Columbine and 6<sup>th</sup> West Pool Combined Estimate: \$15,855,525.81

Funding: District Capital Project Budget

Expenses to Date: \$15,918,837.46

Budget Remaining: \$(63,311.65)

Scheduled to open to the public: May 2024

- Columbine Sneak Peek was September 27, 2023. We estimate that 365 people attended giving rave reviews of the newly renovated pool and facility.
- Substantial completion for Columbine West.
- Substantial completion for 6<sup>th</sup> Avenue West.
- Landscaping continues and on-going.
- Pool mechanical systems startup beginning in March / April weather dependent

## **Golf**

### **New Foothills Golf Course Clubhouse**

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

Funding: District Capital Project Budget

Scheduled Completion: March of 2024

Vendors:

- Johnson, Nathan, Strohe (JNS) Architect
  - Provides Architectural and Interior Design services for the Foothills Golf Course Clubhouse project
  - Design Fees \$449,333
- Adolphson & Peterson (A&P) Contract Manager / General Contractor (CM/GC)
  - Serves as advisor to the District during the preconstruction phase, and will fill the role as the General Contractor once the design is finalized
  - Fees - .25% of construction cost
- Todd Goulding / Goulding Development Advisors – Owners Representative
  - Will assist the District in managing the budget/overall cost of the project
  - Fees - estimated at \$118,400

Project Update:

- Weekly project meetings are held with District staff, (Ronald Hopp, Dennis Weiner, Tom Woodard, Derek Eberhardt, and Randy Meyers) JNS, A&P and Todd Goulding
  - The District received, reviewed, and approved the Design Development drawings
  - Planning and Zoning review is complete
  - The driving range bathroom building renovation is complete
  - The temporary clubhouse doublewide trailer was delivered May 18<sup>th</sup>
  - 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 28<sup>th</sup>
  - 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
- 2<sup>nd</sup> 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 1<sup>st</sup> 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 2<sup>nd</sup> level Glulam Columns and Glulam 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
- Completed the superstructure structural steel, glulam structure is complete at the event/ kitchen space “shed roof” area and throughout the bar area “flat roof” section.
- Glulam structure is complete at the pro shop/office “gable roof” area and the crew is making good progress on the tongue and groove roof diaphragm.
- Interior framing on the lower level is 95% complete and MEP/fire sprinkler
- Drywall on this level first week of October.
- Exterior framing is 95% percent complete and exterior insulation being completed working from North to South estimate to be 60% complete with this scope.
- Interior framing and MEP rough in have begun on the main level once again moving from the North to the South.
- The hope for dry in by the end of October
- Interior finishes have commenced with drywall, taping and mudding happening on both levels of the building.
- Window frames have started to be installed in the pro shop area.
- Kitchen hoods have been installed and the kitchen equipment is scheduled to arrive, and installation will begin in early December.
- The basement lights have all been installed and are operable.

- Roofing material is being installed on all areas of the building.
- The furniture for the clubhouse has been ordered. The cost of all of the furniture is \$393,741.45 which includes the procurement company's fee.
- Glulam structure completed
- Shed roof dried in, insulation/moisture barrier installation on gable roof underway
- MEP/fire sprinkler inspections ongoing
- Drywall wrapping up in area 1&2
- Interior painting started
- Kitchen walls and ceiling finishes installed
- Kitchen equipment delivered and installation in progress
- Curtain wall frames and glazing installation in area 3 (northward)
- Cart ramp walls and structural part of slab complete
- Remaining site walls being installed
- Concrete patios placed
- Curb and Gutter at main entry and new parking stalls installed
- Paving operations beginning on the North and South side of Parking lots
- Lower-level bathroom tile complete
- Floor finishes installation ongoing
- Electrical gear installed, final terminations in progress
- Gas meter installed, natural gas available to the building
- Electrical transformer set, anticipating final power to the building by end of January
- Site walls completed (except for trash enclosure walls)
- Site concrete work in progress
- Bathroom tile completed on the main level
- Polished concrete complete on the lower level, in progress on the main level
- Kitchen equipment installed
- Bar steel structure in place
- Drywall and finishing underway in area 3 (pro-shop and main corridors)
- Patio steel rails and trellis being installed
- Metal roof on the shed roof area wrapping up
- Metal trim going on the gable roof
- Metal siding and roof panels onsite
- Excel Delivered transformer on 1-19-2024
- Wall panels have started 1-20-2024
- Roof is 98 percent complete 1-20-2024
- We have permanent power
- Asphalt drive lane in front of building complete
- Bar structure installed
- All bathroom tile, partitions and plumbing fixtures installed
- All curtain wall and la cantina doors installed
- Site concrete roughly 60%
- Drywall and paint wrapping up this week
- Majority of interior lighting complete and lights burning

- Landscape irrigation has begun
- HVAC controls nearly complete and will begin HVAC Start up next week
- Kitchen equipment installed and health department permit received
- Bar patio trellis being installed this week and moving into event space trellis
- Plumbing and plumbing fixture install complete
- Bar and snack bar equipment being installed
- New Clubhouse is scheduled for completion in Mid-March 2024

### **Additional Golf Projects**

- Rebuild 6,000sqft. Putting green – Meadows Golf Course
  - (Completed) and we anticipate opening the green in the spring of 2024.
- Cart Fleet Replacement Yamaha –Gas \$662,530
  - 108 carts expected to arrive for Foothills around March 1-April 1
  - 87 carts are expected to arrive for Meadows around May 1-June 1.

### **Special Projects**

Foothills Parks & Recreation District/McKinstry  
Energy Performance Contract Phase 2  
February 2024 Update

1. Financial Information:
  - Budget: \$7,980,073
  - Funding: \$5,984,983 – COP, \$1,995,090 – 2020 Capital Budget
  - Expenses to Date: \$7,333,258.95
  - Budget Remaining: \$646,814.05
  - Scheduled Completion: Construction complete, AEM/M&V continuing through December 2024
2. Safety
  - a. No open items
3. Key Dates/Schedule
  - a. McKinstry rehung a light and straightened 8 others at the Foothills Sports Arena on Fri 2/23.
  - b. HRU-2 went down on supply fan alarm on Wed 2/28. The alarm was reset and the unit ran again.
  - c. On Fri 3/8 the replacement behind the desk EIA lamp was delivered.
  - d. McKinstry plans to address emergency lighting being out in the RRC men’s and women’s locker rooms on Thu 3/28.
4. Mechanical
  - a. McKinstry is working on getting in writing the extended warranty for the RRC RTUs.
  - b. McKinstry is working to add an expansion tank on the Lilley Gulch domestic water boiler system to solve the leaking pressure relief valve issue that was identified.
5. Future Milestone Project Activities
  - a. March/April: Final Acceptance