



## RECORD OF PROCEEDINGS

### EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

January 28, 2020

- 1 **1. CALL TO ORDER / ROLL CALL**  
2 President Bill May called the regular meeting of the Board of Directors (Board) of the Evergreen Park  
3 & Recreation District (EPRD/District) to order at 6:03 p.m. at Buchanan Park Recreation Center (BPRC) located  
4 at 32003 Ellingwood Trail in Evergreen, Colorado. Present for the Board were President Bill May, First Vice  
5 President Peter Lindquist, Second Vice President Monty Estis, and Secretary Peg Linn. Treasurer John Ellis  
6 arrived at 6:05 p.m. A quorum was present. Staff in attendance included Executive Director (ED) Ellen  
7 O'Connor, Recreation Manager (RM) Brian Tucker, Facilities Operations Manager (FO) Bob Schmitz, Park  
8 Operations Manager (PO) Heart Cameron, Executive Manager (EM) Ann Marie Edwards, Financial Controller  
9 (FC) Karen Pawlak, Recreation Supervisor – Lake House (LH) Stacy Lohr, MarCom Supervisor (MS) Kelly  
10 Green, Aquatics Coordinator (AC) Jenny Bolduc, Head Lifeguard (HL) Seema Dwyer, Grant & Development  
11 Coordinator (GD) Liz Cohen, Admin Support – Parks & Admin (AS) Krista Emrich, and Executive Assistant (EA)  
12 Kristin Dall. Public in attendance was Deb Probst, Kevin Post, Cristin Jacobson, and Lisa Morrow. Prior notice  
13 of the meeting was given.
- 14 **2. PLEDGE OF ALLEGIANCE**  
15 The Board and EPRD staff participated in the Pledge of Allegiance.
- 16 **3. ANNOUNCEMENTS & CHANGES TO THE AGENDA & CONFLICT OF INTEREST DISCLOSURE**  
17 There were no new announcements or conflicts of interest disclosed.
- 18 **4. NOVEMBER 12, 2019 REGULAR MEETING MINUTES**  
19 I, (Director Lindquist) move to accept the November 12, 2019 regular meeting minutes as prepared.  
20 Director Linn seconded and it passed unanimously.
- 21 **DECEMBER 3, 2019 REGULAR MEETING MINUTES**  
22 I, (Director Ellis) move to accept the December 3, 2019 regular meeting minutes. Director Lindquist  
23 seconded and the motion passed unanimously.
- 24 **5. INTRODUCTION OF EPRD'S NEW ADMIN SUPPORT – PARKS & ADMIN, KRISTA EMRICH**  
25 ED O'Connor introduced EPRD's new Admin Support – Parks & Admin Krista Emrich, who is a direct-  
26 report to (PO) Cameron and will also assist (FC) Pawlak. Ms. Emrich has an accounting background which will  
27 benefit the District. Ms. Emrich lives in Evergreen and is thrilled to be working at Evergreen Park & Recreation  
28 District.
- 29 **6. PUBLIC COMMENT**  
30 There were no public comments.
- 31 **7. UPDATE OF BOARD OF DIRECTORS BYLAWS**  
32 **MOTION**  
33 I, (Director Ellis) move to approve changes to the Evergreen Park & Recreation District Bylaws as  
34 presented on January 28, 2020. Director Linn seconded the motion and it passed unanimously.
- 35 **8. RESOLUTION #2020-001 DESIGNATING EPRD'S OFFICIAL POSTING LOCATION**  
36 Director Lindquist asked staff to continue to post the notice of Board Meetings at Wulf Recreation  
37 Center (WRC) as a courtesy to the public.  
38 **MOTION**  
39 I, (Director Ellis) move to approve Resolution number 2020-001, a Resolution Designating the Official  
40 Posting Location for Evergreen Park & Recreation District's Agenda Notice. Director Lindquist seconded the  
41 motion and it passed unanimously.
- 42 **9. RESOLUTION #2020-002 CALLING FOR THE 2020 REGULAR DISTRICT ELECTION AND**  
43 **APPOINTING A DESIGNATED ELECTION OFFICIAL**  
44 **MOTION**  
45 I, (Director Linn), move to approve Resolution number 2020-002, a Resolution Calling for the 2020  
46 Regular District Election and Appointing a Designated Election Official. Director Ellis seconded the motion and  
47 it passed unanimously.
- 48 **10. CAMPAIGN POLICY**  
49 After a brief discussion, it was determined that this item will be moved to the February agenda to give  
50 Legal an opportunity to review the board's questions and give feedback.  
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#### **11. EVERGREEN LAKE NORTH TRAIL UPDATE**

##### **11.1 Contract Approval for Professional Engineering Design Services for Evergreen Lake North Trail Final Design & Construction Documents**

ED O'Connor informed the Board staff is recommending the approval of the Muller Engineering Contract for the final design phase of the Evergreen Lake North Trail. After discussion, the Board made a motion.

#### **MOTION**

I, (Director Ellis), move to approve the services agreement with Muller Engineering Company for Evergreen Lake North Trail Final Design and Construction Documents. The services agreement is not to exceed \$260,000. Director Lindquist seconded the motion. Director Estis abstained from voting. The motion passed.

#### **12. AQUATICS ADVISORY COMMITTEE PRESENTATION**

ED O'Connor introduced Kevin Post and Seema Dwyer of the Aquatics Advisory Committee. The committee was formed after the bond measure failed and has been meeting for a year to come up with solutions for the District regarding the current condition of the aquatic facilities. Mr. Post is a principal owner/director of Counsilman-Hunsaker, a firm that designs pools throughout the United States. Aquatic users fall into one of four pillars or categories: Fitness, Competitive, Learning to Swim, or Rehab. The four pillars require different water depths and water temperatures. By incorporating the different depths and temperatures, the pools become more sustainable and cost effective for tax payers and the District. This requires four separate bodies of water: A training course, recreation water, teaching water, and a hot tub. Mr. Post presented three options to solve the aquatic needs of the Evergreen community. Option A is to build a new aquatic center that meets all of the aquatic needs of Evergreen in one location. Option B is to build a new center that meets some of the needs and renovate one of the existing pools to meet the rest of the aquatic needs. Option B is broken out into two possibilities, one renovating Wulf pool and the other renovating Buchanan Park pool. Option C would be to maintain and bring current pools up to code. The committee feels that Option A, B1, or B2 would meet the minimum needs of the Evergreen community with Option A being the best choice.

#### **13. LAKE/BOATING SEASON DISCUSSION**

ED O'Connor shared the latest draft with the Board. May 1<sup>st</sup> through October 1<sup>st</sup> would be the designated boating season. Evergreen Metro District (EMD) will be installing a boat cleaning station to help prevent invasive species at Evergreen Lake. Staff are attending a training on March 2<sup>nd</sup> and 3<sup>rd</sup> to identify aquatic nuisance species (ANS) on watercraft. The Board directed staff to continue moving forward with the Lake/Boating Season draft and present it to City and County of Denver for their review.

#### **14. REVIEW OF INVESTMENT POLICY**

The sub-committee recently met to discuss the Investment Policy and changes have been sent to Legal for review. Director Lindquist shared that very little has changed in the new version of the document. Details will be added to the reserves accounts that are currently funded. Some of the reserves include the Tabor Reserve, Board Emergency Fund, Pool Facility Reserve, Marshdale Field Reserve, and Future Park Reserve. This item will be moved to the February Agenda for further discussion.

#### **15. OPERATIONAL REPORT**

ED O'Connor requested the Board to make a motion to officially change the March Board of Directors meeting from March 31<sup>st</sup> to March 17<sup>th</sup>.

#### **MOTION**

I, (Director Linn) move to approve changing the March EPRD Board of Directors Meeting from March 31, 2020 to March 17, 2020. Director Lindquist seconded the motion and it passed unanimously.

EMD is looking for an EPRD representative for their Water Shortage Response Team. Director Peg Linn has been the EPRD representative in the past and will continue to serve on the team.

ED O'Connor informed the Board the Pond Hockey Tournament will take place on February 1<sup>st</sup> and 2<sup>nd</sup>. With the bridge closure, plans have been made to shuttle people to Evergreen Lake from remote parking lots. Emergency responders will be on site. Park Operations has been approached by an organization that would



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1 like to donate a mountain bike pump track at one of the local parks. The board gave staff direction to keep  
2 moving forward with studying this project. ED O'Connor shared a PowerPoint presentation with the board  
3 featuring pictures of the latest activities at EPRD. The Peggy Fleming sculpture ribbon cutting is tentatively  
4 scheduled for May 29<sup>th</sup>.

5 **16. BOARD OF DIRECTORS COMMENTS**

6 Director Ellis thanked staff for the great job on the Ice Safety Manual and on the grants for the  
7 Evergreen Lake North Trail. Director Estis has been in contact with a community member who is interested in  
8 donating a parcel of land for a recreational facility.

9 **17. INITIAL DRAFT OF THE FEBRUARY 2020 BOARD MEETING AGENDA**

10 Investment Policy and Campaign Policy will be added to the February agenda. The March agenda will  
11 include an Executive Session regarding the Buchanan Ponds Water Rights.

12 **18. EXECUTIVE SESSION**

13 **MOTION**

14 I, (Director Lindquist) motion to move into executive session pursuant to C.R.S. Section 24-6-  
15 402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations in  
16 regards to the agreement with the City and County of Denver. Director Ellis seconded the motion and it  
17 passed unanimously at 9:08 p.m.

18 *The board returned from executive session at 10:15 p.m.*

19 **19. ADJOURNMENT**

20 **MOTION**

21 I, (Director Ellis), motion to adjourn the meeting. Director Linn seconded, and it passed unanimously  
22 at 10:16 p.m.

23 Respectfully Submitted,  
24 Kristin Dall  
25 Executive Assistant