



RECORD OF PROCEEDINGS

EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

March 28, 2023

1. CALL TO ORDER / ROLL CALL

First Vice President Monty Estis called the regular meeting of the Board of Directors (Board) of the Evergreen Park & Recreation District (EPRD/District) to order at 5:08 pm. The meeting was conducted via Zoom and in person at Buchanan Park Recreation Center. Present for the Board were President Don Rosenthal, First Vice President Monty Estis, Second Vice President Betsy Hays, Treasurer Mary McGhee, and Secretary Peter Eggers. A quorum was present. Staff in attendance included (ED) Executive Director Cory Vander Veen, Recreation Manager (RM) Brian Tucker, Finance Manager (FM) Debbie Jackson, Human Resource Manager (HR) Heather Facer, Facility Operations Manager (FOM) Bob Schmitz, Grants & Development Manager (GDM) Liz Cohen, Lake House Manager (LHM) Krista Emrich, Park Operations Manager (PO) Heart Cameron, Lake House Supervisor (LHS) Jarred Lilyhorn, Marketing & Communications Manager (MCM) Logan DeCicco, Recreation Supervisor (RS) Jeff Sweet, Program and Guest Services Supervisor (PGS) Nancy Cooper, Executive Assistant (EA) Madalyn Evans, School Age Specialist (SAS) Klaire Funderburgh, and IT Solutions Analyst Michael Coons. Public in attendance were Deb Brobst, Kathryn Pong, Karen Loucks Rinedollar, Kathy Fasol, John DuRussel, Chris Vogelsang, Dave Moore, Jim Mann, Melissa Buck, John Dunlop, and 1 Unknown Member. Prior notice of the meeting was given.

2. ANNOUNCEMENTS & CHANGES TO THE AGENDA & CONFLICT OF INTEREST DISCLOSURE

The agenda was changed to remove the ELNT Update from item #10 (Executive Director Update) and place it after item #6 (UMB Bank Municipal Advisor Presentation) to be presented by Chris Volgeson.

3. FEBRUARY 28, 2023 REGULAR MEETING MINUTES MARCH 15, 2023 SPECIAL MEETING MINUTES

MOTION

I, (Director Hays), move to approve the February 28, 2023, regular meeting minutes as amended. Director Eggers seconded and it passed unanimously.

MOTION

I, (Director Hays), move to approve the March 15, 2023, Special Meeting Minutes as amended. Director Eggers seconded and it passed unanimously.

4. GENERAL PUBLIC COMMENT

There was no public comment.

5. ACTIVE4ALL PRESENTATION

John DuRussel, President of the BOD of Active4All, presented an overview of who Active4All is. They are a 501(c)3 and non-profit partner of EPRD who strive to mobilize public support and financial resources for the improvement of Parks and Recreational opportunities for all members of the community. They are hoping to partner with EPRD Board and have a sub-committee that attends a few Active4All meetings to open communication. Active4All supports EPRD through programs, scholarships, capital improvement initiatives, and INSPIRE. Income from Active4All events is typically donated to INSPIRE. The Board inquired about how scholarships with Active4All work and it was discussed. Active4All is hoping to get to \$50,000 per year in donations so they can participate in Colorado Gives. The Board discussed opportunities for how to increase donations and collaborating with Active4All on private partnership donations.

6. UMB BANK MUNICIPAL ADVISOR PRESENTATION

Melissa Buck made a presentation to provide education on municipal advising, debt issuance, and support for future capital improvement plans. There are multiple parties involved when debt is issued - issuer, advisor, and underwriter. A municipal advisor serves as an advocate and a person who looks out for your district's best interest. She discussed the difference between a municipal advisor and an underwriter and the difference between General Obligation and Certificate of Participation Bonds. She provided an overview of borrowing costs, and maintenance of the current Debt Service Mill Levy. The Board discussed potential impacts on interest rates and the Debt Service Mill Levy, length of time the district will have to use these funds, voter involvement, and difference in risk.

7. EVERGREEN LAKE NORTH TRAIL (ELNT) UPDATE

This item was moved from the Executive Director Report to an individual agenda item. Chris Vogelsang presented updates regarding the Evergreen Lake North Trail project. He shared about schedule, outreach and information distribution, and the Community Meeting on April 11th. Construction is expected to



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start mid April/early May. Director McGhee asked if there is information about how much additional time this will add to commutes. Contractors have analyzed and advertised to the public to expect up to 10 minutes of delays. This will be monitored and if delays are significantly longer, it will be reviewed and reported back to EPRD so it can be managed. EPRD is being proactive and can adjust things as needed. Director Eggers asked what utilities were found during the potholing operations. The utilities discovered were the waterline and Telecom Fiber Bank under the roadway (not under trail).

8. BPRC MAU REPLACEMENT PROJECT

FOM Schmitz provided an overview of the process undergone in selecting the company to contract for MAU replacement at BPRC. EPRD is recommending we go with TRYG Group for this project, with a price totaling \$58,000, which is under the budget of \$62,500. Director McGhee agrees with this recommendation.

MOTION

I, (Director Rosenthal), move to replace the MAU unit as recommended by staff, by the TRYG Group with the additional warranty for two years. Director Estis seconded and it passed unanimously.

9. FINANCIAL UPDATE

FM Jackson presented achievements from the past 120 days. The 2022 revenue and net surplus by department was also reviewed. Director McGhee asked if revenue from leagues is being spread over several months or if it is just being allocated in the month it is paid. It is being spread over several months based on the length of the program. The revenue allocation was also reviewed. We were over on revenue. Director Hays recommended that rather than indicating a surplus with parentheses, indicate negatives with parentheses. FM Jackson will adjust this for the future. Director Estis, Hays and Rosenthal discussed how we went over budget for taxes, and that this may need to be accounted for in the future. FM Jackson explained that for the tax piece, what has been recognized is through November. December still needs to be booked once discussed with auditors, therefore we may not have been over budget for taxes. Expenses were also reviewed. For total expenses, we came in under budget, and because of this, there are funds left to be allocated. Director Estis commented that as a district, when there are regulatory issues or governmental decisions that impact us, we as a district should put forth a letter providing our stance on the matter. FM Jackson discussed future priorities including external audit and implementation of electronic payments for vendors. The Board recognized FM Jackson's proactivity and the positive changes being made.

Break from 7:15-7:35

10. EMPLOYEE HOUSING

EPRD has 5 rental properties, some of which are currently being utilized. EPRD has a major concern with staffing and retention, and this is a hard community to live and work in. The overall goal is to rent these units to employees in order to meet demands needed by different levels of employees. An outline was provided to the Board which included EPRD goals, application process, and tiered approach to renting. The Board discussed how prioritization would be given to applicants, and what amount of notice should be given to current tenants. The Board and ED Vander Veen discussed scenarios when these would be rented out at a subsidized cost vs. fair market value. The two things the district needs guidance on are what to charge for rent and providing the district direction so they can move forward with notices to tenants. Director McGhee asked if Bear Paw would still manage the properties or if the district would take over for them. ED Vander Veen believes the EPRD staff will be able to manage the properties while still maintaining a good relationship with Bear Paw. Director Rosenthal expressed strong opposition to this employee housing program. He feels it distracts us from our main purpose of providing recreation to the community, and feels there are other ways to incentivize to address the recruiting issue. Director Eggers is in favor of the program. He feels that staff should be authorized to feel their way through this and be given the latitude to make their own decisions on how to proceed, which Director Rosenthal agrees with. Director McGhee thinks we should try it for a few years to see if it is a success, and noted that she has seen it be successful in other industries. The Board discussed the option of tearing the building down as well, but also noted that we don't necessarily have to tear them down if the program is unsuccessful, but we can just go back to offering them at fair market value. ED Vander Veen advised that there will be some work needed to the units, so funding will also be recommended for this.



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Director Hays is in favor of trialing the program since housing is a problem for employees of various industries in the area. ED Vander Veen explained that once the Board approves for us to move forward, we will put together a team that will make sure the application process is fair and equitable. The Board discussed that subsidy is not taxable income. Director Estis is not opposed to offering EPRD employee housing, but is opposed to offering this as subsidized housing for other employees in the community. He also feels that priority should be given to employees in positions that we need filled the most. Director Rosenthal agrees with this. EPRD will incorporate prioritization into the staff committee based on this feedback. ED Vander Veen concluded that the board has provided good direction for us to explore, create a team, and give notice and push out the application process through our HR department. ED Vander Veen advised he will provide broad level updates at the next meeting, and Director Estis also asked that he provide information about the priorities of what positions need to be filled.

11. EXECUTIVE DIRECTOR UPDATE

ED Vander Veen went over the current status of the strategic plan and community survey, which will be going out to residents this week.

Leadership Evergreen is doing a mural on the CenturyLink building, and seeking funding for that project. He brought this to the board to see if there is interest in donating, which is commemorated by a plaque on the mural if a minimum of \$5000 is donated. Director Estis expressed that he is a no. He feels it is outside of our mission. Director Rosenthal agrees with this. Director Eggers feels that they are a good organization to support and validate. Director Hays supports donating this money for the mural since it would support a leadership organization that impacts our entire community. Director McGhee wouldn't mind donating to this; agrees with Director Rosenthal that we don't donate to every organization that asks for donations, but this is a one off. The Board would like to have additional information about the mural provided by ED Vander Veen so that a consensus can be reached on how to move forward.

Half of the cameras are now installed on facilities and staff are getting trained on how to utilize them to help manage the facilities.

Thanks to John and Pandora for 11+ years in the Alderfer House and their stewardship and upkeep of the house.

Staff are excited about the grant for zero-emissions equipment. Staff are exploring this to upgrade inventory in the Parks Department.

Regarding the Cooperative Agreement, Denver has pushed us another month because of other priorities.

We are assessing some of our operational relationships around the District. There are other opportunities that can be provided in the warming hut space, and discussions are happening to determine how this will mesh with the relationship with Audubon. The Board also discussed the Alderfer Barn being an opportunity.

The District would like permission from the Board to explore and purchase equipment to refresh both fitness spaces, since this was not planned in the budget. RM Tucker stated that there is about \$40,000 worth of fitness equipment we are looking at upgrading or replacing between both facilities. We are competitive and reliant on partnerships, and we want to make sure that we don't lose members due to equipment quality. The Board discussed reasons to replace certain fitness equipment, and opportunities for purchasing. Director Estis stated that he knows we need more equipment, so a fairly large chunk of money would be okay for that. Director Rosenthal agrees with spending a significant amount of money to upgrade the equipment. Director Eggers noted that we saved quite a bit of money with no election, and feels that money saved from not having an election should go towards this. Director Estis noted that we lost a lot of weight equipment, and he feels that we should go back to the amount of equipment we had previously and then some. Director Eggers asked what it would cost to reach this, and ED Vander Veen estimated around \$100,000. Director Rosenthal asked for ED Vander Veen to come to the next Board meeting with specific recommendations as to what needs to be bought, and to provide two options for the Board to review. Director Estis noted that it could be good to get machines we don't have, even if we are considering buying more of other machines that are in higher demand. Overall the Board was supportive of upgrading fitness equipment in both facilities. ED Vander



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Veen also mentioned Wibitz for inflatable activities on the water. We would like to bring that forward to the Board and will provide an estimate to the Board as well.

The district is trying to engage with the HOA involved with Lot 82. Once we have results, they will be brought to the Board to see if the property fits with district desires and get direction. ED Vander Veen has been attending meetings to make sure we are providing support and hearing feedback from all involved.

12. OLD BUSINESS & UPDATES

PGS Cooper asked if anyone had questions or concerns regarding the Management Staff Updates. Director Hays mentioned appreciation for including details about the Senior Events. Other Fall events were also discussed, and Director Hays noted to be aware of other organization events going on around the same time.

13. BOARD OF DIRECTORS DISCUSSION / ACTION ITEMS

Director Eggers advised that there is an article about EPRD in the Serenity Magazine, with mention of a lot of positivity and developments of the Board. Director Hays advised she signed up to be a judge for Conifer's Got Talent and Evergreen's Got Talent, and extended the invite for all to come. She noted that the winners get to perform as an opening act in one of EPRD's Summer Concerts.

13. INITIAL DRAFT OF THE APRIL 2023 BOARD MEETING AGENDA

Strategic Plan, Fitness Equipment Proposal, Underwriter Presentation

14. ADJOURNMENT

I, (Director Eggers) move to adjourn the March 28, 2023 Board of Directors meeting. Director Hays seconded and the meeting was adjourned at 8:54 p.m.

Respectfully Submitted,
Madalyn Evans
Executive Assistant