



## RECORD OF PROCEEDINGS

### EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING November 19, 2024

#### 1. CALL TO ORDER / ROLL CALL

Director Hays called the regular meeting of the Board of Directors (Board) of the Evergreen Park & Recreation District (EPRD/District) to order at 5:05pm. Present from the Board were President Betsy Hays, Vice President Mary McGhee, Second Vice President Don Rosenthal, Treasurer Peter Eggers, and Secretary Nina Armah. Youth Advisory Board Members Tyler Guyton and Xavier Gomez were also present.

Present from staff were Executive Director (ED) Cory Vander Veen, Director of Operations (DO) Brian Tucker, Financial Controller (FC) Paul Tosetti, Grants & Strategy Manager (GSM) Liz Cohen, Park Operations Manager (POM) Jarred Lilyhorn, and Executive Assistant (EA) Maddy Evans.

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

There were no announcements, changes to the agenda, or conflicts of interest to disclose.

#### 3. OCTOBER 28, 2024 REGULAR MEETING MINUTES

##### MOTION

Director McGhee moved to approve the October 28, 2024 Board of Directors Regular Meeting Minutes as amended. Director Eggers seconded and the motion passed unanimously.

#### 4. GENERAL PUBLIC COMMENT

There were no public comments.

#### 5. CONSENT AGENDA

There were no items on the Consent Agenda.

#### 6. DISCUSSION ITEMS FROM CONSENT AGENDA

There were no items on the Consent Agenda.

#### 7. BUDGET PRESENTATION

DO Tucker showed a comparison of 2024 and 2025 General Fund budgets. Board and Staff discussed anticipated revenues for 2025, the impact of property valuations on the budget, and the challenges of predicting tax delinquencies. The presentation outlined a projected budget of \$9.2 million dollars. Director Rosenthal asked why expenses were going up 11%. All program fees across the Board have been increased by 3%. There is a grant that we received last year that we did not receive this year, and we took it out of the expense side. G & A increased 20% and this is because there is a lot of full-time staff housed there and this reflects raises, as well as various merit raises across the District. Expenses are also going up next year because we are starting our improvements. Director McGhee said the anticipated revenue for Wulf Aquatics is the same from last year to this year, and half of that is from the Hurricanes. ED Vander Veen explained that the Hurricanes contribute so much to the revenue because they rent it out during peak times throughout the year. Director Rosenthal mentioned the Historical Schoolhouse expense. It is showing as \$36,000 in CIPs because \$30,000 of that will be fundraised. Director Armah asked what we are expecting for the large increase in Special Events expenses and revenue. These increases are expected now that there is a dedicated full-time staff member overseeing events. Additionally, the cost that EPRD will charge in 2025 for renting Buchanan Park for events has gone up from \$750 to \$1500, because the costs were not covered for event setup, event cleanup, and field repair resulting from events. The Board and Staff discussed the challenge of aquatics centers typically having higher expense than revenue, and there are different ways that Recreation organizations compensate for this. There will be more staff in 2025 and fewer independent contractors as a result. Compensation increases for 2025 were also discussed, and staff will receive up to 5% raises based on performance and merit, with a total pot for compensation increases and increase in benefits cost of \$250,000. The Board did not request any adjustments to the 2025 budget.

#### 8. COP PROPOSAL

ED Vander Veen introduced the COP Proposal. The focus of the COP funding is on Buchanan Park Improvements, Buchanan Aquatics Expansion, Buchanan Field House, and other projects. The proposed COP amount is approximately \$16 million, which would incur annual debt payments of about \$1.2 million, based on current rates, anticipated to be covered by the funds approved through 6C tax extension. Staff explained the relation between the 2025 CIPs and the COP proposed funds. Director Hays requested that the timeline for



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the Adventure Playground be updated to 2025 instead of 2026, since there will be funds allocated for that project in 2025. She highlighted that if certain projects are moved forward, it could move forward other projects as well depending on logistics. Staff talked about priority and order of projects. Director Rosenthal highlighted that it is important that we are investing the COP money we receive so that we are earning interest on it. The budget, timelines, and proposed funding mechanisms for Buchanan Park Improvements, the Aquatics Expansion, and the Field House were discussed. ED Vander Veen explained the inclusion of contingency in the COP budget. Director Hays requested that we add the indoor walking track into the features list under the concept plan. Board and staff discussed the implications of expanding a Field House facility by 5,000 square feet, weighing the costs against the benefits of increased space. They discussed construction strategies, and some high-level differences in bidding processes and their impacts on competitive pricing. Director McGhee highlighted the importance of integrating community feedback into element design. Staff emphasized that there will be additional meetings to discuss the planning of each element, while the focus of today's discussion is the funding for each. The Board agreed that for now the budgeting looks fine, but when it comes to planning the Board would like to have additional conversations about sizing and costs.

*\*\* BREAK FROM 6:55pm to 7:07pm \*\**

#### **9. PUBLIC HEARING ON 2025 BUDGET MOTION**

Director McGhee moved to open the hearing on the 2025 Budget at 7:08pm. Director Eggers seconded and the motion passed unanimously.

None of the Board Members or staff had received feedback on the budget as of yet prior to the Board Meeting. David Markham asked if the materials presented would be available on the website in the coming weeks. The answer was yes. He also asked about the public meeting and planning process and how community involvement ties in.

Ally Hilgefert commented on the desire for EPRD to make Board Meetings available virtually.

#### **MOTION**

Director McGhee moved to close the public hearing on the 2025 Budget. Director Rosenthal seconded and the motion passed unanimously.

#### **10. BUDGET APPROVAL**

Board and staff discussed the Denver Upper Bear Creek Trail Agreement CIP. ED Vander Veen discussed the plans for including a split rail installation for wildlife protection and a soft surface trail restoration. Director Eggers emphasized that by adopting this tonight, this is the Board greenlighting these improvements. He stated that they are committing the Board here and that they are making multiple decisions for moving forward. He thinks that giving a green light to all of this is saying to the public "we know what we are doing, we've heard everyone, and we think we are making the best decisions." He is in support of all that has been proposed, and believes the Board should adopt the budget and tell staff to go for it.

#### **MOTION**

Director Eggers moved to approve the 2025 Budget to have it prepared for adoption in December. Director Armah seconded and the motion passed unanimously.

#### **MOTION**

Director Rosenthal moved to approve the proposed funding in the COP package as presented. Director McGhee seconded and the motion passed unanimously.

#### **11. BUCHANAN PARK IMPROVEMENTS**

ED Vander Veen introduced the design consultants that were present at the meeting, including Brian Welch with EV Studios, and Brent Kaslon with Valerian. The discussion centered on the park's layout, emphasizing the integration of community feedback into the design. The team explored adjustments to the



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park's layout, particularly on moving the main park road to the east side, to better utilize the space and improve circulation. Brian discussed the thought process behind opening up the park more. The aim is to create a more open central area and reduce vehicle traffic in the center of the park. They discussed drainage considerations and the preservation of trees. The team also addressed transportation and parking concerns related to the park's layout. The team discussed changes to the parking area, which will gain 20 spots and potentially include roundabouts to enhance pedestrian safety. Board and staff discussed pedestrian issues as you enter the park from Evergreen Parkway, and the need for more organized crosswalks and traffic flow there. Brent highlighted the addition of a sidewalk to improve accessibility. It was also discussed that it is not in EPRD's purview to act on traffic improvements on Bergen Parkway.

#### **MOTION**

Director Eggers moved to adopt the Buchanan Park Improvement Concept Plan Option B. Director Rosenthal seconded and the motion passed unanimously.

#### **12. OLD BUSINESS & UPDATES**

ED Vander Veen discussed the opportunity for the glass recycling dumpster at Buchanan Park, emphasizing the importance of effective glass recycling in the community. The proposed location is next to the Miller House dumpster. Some Board members expressed skepticism about the need for the dumpster, questioning whether it aligns with EPRD's scope and the volume of glass generated at events. Director Hays feels that this is a little bit out of scope. Director Eggers believes this would be a good service to provide for the community. The majority of the Board did not support moving forward with this at this time.

ED Vander Veen opened the discussion regarding hybrid Board Meetings in the future. The conversation centered on the possibility of trialing hybrid meetings. ED Vander Veen emphasized the concern of staffing costs and challenges. Board Members expressed mixed opinions on the necessity and effectiveness of virtual attendance. Director Armah suggested implementing guidelines for respectful online participation, while others highlighted the importance of in-person engagement for meaningful discussions. Director Rosenthal felt the measure of success would be if there were 5-10 people online at meetings during the trial period. The Board agreed to trial hybrid meetings for an initial period of 3 months starting in January.

#### **13. INITIAL DRAFT OF THE DECEMBER 2024 BOARD MEETING AGENDA**

2025 Election Resolution, EPRD Senior Center Proposal, Financial Update, 2025 Board Meeting Schedule

#### **ADJOURNMENT**

Director Eggers moved to adjourn the November 19, 2024 Board of Directors Meeting. Director McGhee seconded, and the motion passed unanimously. The meeting was adjourned at 8:41pm.

Respectfully Submitted,  
Madalyn Evans  
Executive Assistant