



## RECORD OF PROCEEDINGS

### EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

March 23, 2021

- 1 **1. CALL TO ORDER / ROLL CALL**  
2 President Peter Lindquist called the regular meeting of the Board of Directors (Board) of the  
3 Evergreen Park & Recreation District (EPRD/District) to order at 5:01 p.m. The meeting was conducted  
4 remotely via Zoom. Present for the Board were President Peter Lindquist, First Vice President Monty Estis,  
5 Second Vice President Peg Linn, Secretary John Ellis and Treasurer Don Rosenthal. A quorum was present.  
6 Staff in attendance included Executive Director (ED) Ellen O'Connor, Recreation Manager (RM) Brian Tucker,  
7 Financial Controller (FC) Karen Pawlak, Park Operations (PO) Heart Cameron, Facility Operations Manager  
8 (FO) Bob Schmitz, HR Manager (HR) Heather Facer, MarCom Supervisor, Kelly Green, Recreation Supervisor-  
9 Athletics, Jeff Sweet, Recreation Supervisor – Programs, Kendra Head, Outdoor Recreation Specialist, Jarred  
10 Lilyhorn, Evergreen Lake House Manager, Adam Gamache, Grants Coordinator, Liz Cohen, and Recreation  
11 Supervisor- Special Events, Krista Emrich. Public in attendance was Deb Probst, Chris Vogelsang, and Kathy  
12 Fasold. Prior notice of the meeting was given.
- 13 **2. ANNOUNCEMENTS & CHANGES TO THE AGENDA & CONFLICT OF INTEREST DISCLOSURE**  
14 There were no changes or conflicts of interest disclosed.
- 15 **3. FEBRUARY 23, 2021 REGULAR MEETING MINUTES**  
16 **MOTION**  
17 I, (Director Linn), move to accept the February 23, 2021 regular meeting minutes. Director Ellis  
18 seconded the motion and it passed unanimously.
- 19 **MARCH 8, 2021 SPECIAL MEETING MINUTES**  
20 **MOTION**  
21 I, (Director Ellis), move to accept the March 8, 2021 special meeting minutes. Director Linn seconded  
22 and it passed unanimously.
- 23 **4. GENERAL PUBLIC COMMENT**  
24 There were no public comments.  
25 *The board skipped to Agenda Item #6 while waiting for Mr. Vogelsang to arrive to the meeting.*
- 26 **6. OPERATIONAL REPORT**  
27 ED O'Connor presented the monthly ops report and highlighted a few items such as the safety  
28 committee meeting, the upcoming Easter Egg Hunt, and lots of snow which has kept the Park Operations  
29 department busy. ED O'Connor also discussed possible funding from the recently passed American Rescue Act  
30 and recent changes to the COVID dial from the health department. Wearing masks is still required. Director  
31 Estis commented he wanted an update regarding his request to ask the State of Colorado and Jefferson  
32 County to be more consistent on guidelines for indoor/outdoor capacity limits.  
33 Director Lindquist mentioned looking at grant money to possibly help with the proposed pump track at  
34 Stagecoach Park. Grants Coordinator, Liz Cohen said she would see if this is an option. She also mentioned  
35 looking at projects that provide access and mobility for some future grant money.  
36 Directors Estis and Rosenthal want a meeting with EPRD staff to discuss some of their concerns on  
37 ActiveNet, Sign-Up Genius, and the EPRD website.  
38 ED O'Connor informed the board of a JeffCo Open Space meeting on April 14 regarding the Alderfer  
39 Ranch parking lot improvements being proposed. This is a meeting open to the public. ED O'Connor shared  
40 with the board there is a new temporary sculpture donated by Sculpture Evergreen.  
41 The board was informed there are several sections of the trail around Evergreen Lake that are  
42 deteriorating. These are different sections than the ones repaired a few years ago. EPRD and EMD will likely  
43 need to provide a temporary solution in order to protect the main water line. The board discussed how to  
44 balance not spending too much money on a temporary fix that will then be replaced when the permanent  
45 construction is done to the trail in 2022.
- 46 **5. EVERGREEN LAKE NORTH TRAIL UPDATE**  
47 Mr. Chris Vogelsang, OV Consulting, gave the board an update on the Evergreen Lake North Trail  
48 project. Mr. Vogelsang stated no materials used for the temporary fix to the trail could be used in the new  
49 permanent design.



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1 Mr. Vogelsang discussed two main issues concerning the project. First, the design plans are in good  
2 shape. Second, they cannot accelerate the ability to clear some hurdles as there are several outside agencies  
3 that must review the designs.

4 The next steps include: waiting on comments and then responding to them. Once EPRD has  
5 clearance from all agencies, EPRD can advertise the Request for Proposal (RFP) for construction. Mr.  
6 Vogelsang feels final plans will be available in June and then EPRD must advertise for at least three weeks the  
7 construction RFP. A contractor will hopefully be selected in the October/November timeframe. The actual  
8 construction will take approximately eight months; therefore, looking at completing the project in 2022.

9 There was further discussion regarding the closure of the road next to the trail. If the lane closest to  
10 the trail is closed and the other lane is left open, this will mean about four months of work. To make the  
11 project go faster, both lanes could be closed, but the impact must be weighed against the benefit which might  
12 save one month. Costs for traffic control may also influence whether or not to close two lanes or one.

13 Grants Coordinator, Liz Cohen, explained the various grants received to fund the trail project and  
14 deadlines EPRD will need to meet. Mr. Vogelsang mentioned one big factor which is the agreement between  
15 EPRD and City and County of Denver. If this is not done soon, it could interfere with the ability to advertise  
16 the RFP on time.

17 Mr. Vogelsang shared again engineer drawings/plans showing the posts with cabling. He stated good  
18 plans will lead to good bids.

19 The other items mentioned included the lower trail will be a soft surface trail, the bathroom near the  
20 fisherman's parking lot will be moved to a better location, and the trail will be handicap accessible.

21 Director Estis wanted to know how EPRD can be sure there is not a washout of the trail with a snow  
22 storm or moisture. Mr. Vogelsang commented how the trail is mostly dirt right now, but it will be concrete in  
23 the future which will help with moisture.

24 The board would like Mr. Vogelsang to come back if there are any surprises from the March 31  
25 meeting.

#### 26 **7. CONTINUATION OF DECLARATION OF LOCAL EMERGENCY THRU 6-30-21** 27 **MOTION**

28 I, (Director Rosenthal), motion to approve Evergreen Park and Recreation District Second Amended  
29 Resolution 2020-003 Continuation of Declaration of Local Disaster Emergency. Director Ellis seconded and it  
30 passed unanimously.

#### 31 **8. BOARD OF DIRECTORS COMMENTS**

32 Director Ellis gave praises to all the EPRD employees. Director Rosenthal wants the board to discuss  
33 in June or July some of the cost allocations for Wulf Rec Center.

#### 34 **9. INITIAL DRAFT OF THE APRIL 2021 BOARD MEETING AGENDA**

35 Q1 2021 financials, Evergreen Lake North Trail, COVID update, Alderfer Ranch agreement, Evergreen  
36 Lake boating, and Evergreen Audubon lease.

37 The board decided to have a special meeting to discuss the City and County of Denver Agreement.  
38 The meeting will be Monday, April 12 at 5 p.m.

#### 39 **10. EXECUTIVE SESSION** 40 **MOTION**

41 I, (Director Lindquist) motion to move into Executive Session pursuant to C.R.S. Section 24-6-402  
42 (4)(f) for discussion of a personnel matter regarding the annual performance review of the Executive Director.  
43 Director Linn seconded and it passed unanimously.

44 *The board returned from executive session at 7:15 p.m.*

#### 45 **11. ADJOURN MEETING**

46 I, (Director Ellis), move to adjourn the meeting. Director Linn seconded, and it passed unanimously at  
47 7:16 p.m.

48 Respectfully Submitted,  
49 Kelly Green  
50 MarCom Supervisor