



## RECORD OF PROCEEDINGS

### EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

May 25, 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 5:03 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, MarCom Supervisor, Kelly Green, Outdoor Recreation Specialist, Jarred Lilyhorn, Grants  
9 Coordinator, Liz Cohen, and Recreation Supervisor- Special Events, Krista Emrich. Public in attendance was  
10 Deb Brobst, Brent Kaslon, Daniel Cudahy, Ashley Findley, and Lori Tarpey. Prior notice of the meeting was  
11 given.
- 12 **2. ANNOUNCEMENTS & CHANGES TO THE AGENDA & CONFLICT OF INTEREST DISCLOSURE**  
13 There were no changes or conflicts of interest disclosed.
- 14 **3. APRIL 27, 2021 REGULAR MEETING MINUTES**  
15 **MOTION**  
16 I, (Director Ellis), move to accept the April 27, 2021 regular meeting minutes. Director Linn seconded  
17 the motion and it passed unanimously.
- 18 **MAY 10, 2021 SPECIAL MEETING MINUTES**  
19 Director Rosenthal asked for some changes to the minutes. He asked for line 3 on page two to change  
20 from "Directors Estis and Rosenthal were not in favor of the project as they felt there were better uses for the  
21 money than replacing a turf field" to "Directors Estis and Rosenthal were concerned about the project due to  
22 the impact on district reserves." He also asked for line 2-3 on page two referencing the replacement cost to  
23 be stricken.
- 24 **MOTION**  
25 I, (Director Ellis), move to accept the May 10, 2021 special meeting minutes with changes. Director  
26 Rosenthal seconded and it passed unanimously.
- 27 **4. GENERAL PUBLIC COMMENT**  
28 There were no general public comments.
- 29 **5. 2020 AUDIT PRESENTATION BY MCMAHAN AND ASSOCIATES**  
30 Ms. Ashley Finley and Mr. Dan Cudahy with McMahan and Associates presented the annual audit  
31 presentation. Ms. Finley stated there were no difficulties with management, no material misstatements, no  
32 disagreements with management and there were no internal control recommendations. This was the first time  
33 since McMahan and Associates started auditing EPRD in 2013 that there were no internal control  
34 recommendations.
- 35 Mr. Cudahy stated EPRD's unrestricted money reserves were 30% of the annual budget, which is a  
36 good number and a significant improvement over the previous year. Mr. Cudahy felt 20% is the minimum a  
37 district should be at generally. EPRD's net position increased \$1.6 million mainly due to COVID grant revenue  
38 and the repayment of long-term debt. Mr. Cudahy mentioned 2020 was a rough year for park and rec  
39 agencies, but due to grants, EPRD did well. The audit went very well and everything is in good shape.
- 40 **MOTION**  
41 I, (Director Ellis) motion to accept the 2020 audit results. Director Linn seconded and it passed  
42 unanimously.
- 43 **6. EVERGREEN LAKE NORTH TRAIL UPDATE- PHASE 3 FINAL DESIGN**  
44 Mr. Chris Vogelsang provided an update to the board via letter as he was not able to attend the  
45 meeting. The project is scheduled to deliver final plans and specifications in July 2021. Next milestone will be  
46 September/October 2021 when a contractor is selected with construction beginning at the end of 2021.  
47 The historic clearance letter from CDOT and the State Historic Preservation Office is expected in June.  
48 Director Estis asked about traffic. Grants Coordinator Liz Cohen responded CDOT is requiring a traffic study.  
49 Current estimates are that the road detour (partial closure) would take approximately four months and doing a  
50 total closure of the road would not significantly reduce the construction time.



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1 Director Rosenthal asked about the progress of the agreement with City and County of Denver (CCD)  
2 and how this might affect the project. Director Lindquist said a meeting was scheduled with CCD on May 27.  
3 Director Ellis mentioned EPRD should keep moving forward even if the new contract with CCD is not finalized  
4 soon so EPRD does not lose all the grant money received for the trail project.

#### 5 **7. AMENDMENT TO MULLER CONTRACT**

6 Director Lindquist mentioned he had reviewed the documents and did not have any concerns and felt  
7 the amendment request was reasonable.

#### 8 **MOTION**

9 I, (Director Linn) motion to move forward with the Second Amendment to the Muller Services  
10 Agreement between EPRD and Muller Engineering for changes totalling \$32,699. Director Ellis seconded and  
11 it passed unanimously.

#### 12 **8. OPERATIONAL REPORT**

13 ED O'Connor briefly reviewed the operational report and mentioned everything across the district is  
14 increasing. Director Lindquist added that he is seeing activity pick up with morning attendance at the  
15 facilities. Boating is open and events are starting soon. ED O'Connor relayed to the board EPRD needs to hire  
16 additional staff to cover district demands and operations.

17 With the new public health orders, if someone is fully vaccinated, masks are no longer required. If  
18 individuals are not fully vaccinated, it is recommended to wear masks. Capacity limits are basically gone  
19 except for a few events. EPRD is not asking for vaccination cards. EPRD may bring back reservations for  
20 indoor volleyball and pickleball due to patron request.

21 AT & T began work on the antenna. They have completed the trench under the driveway and timing  
22 has not been confirmed when they will work on the roof.

23 As a follow-up, ED O'Connor informed the board the proposed turf field at Stagecoach Park is moving  
24 along. There is a meeting on May 26 with City and County of Denver regarding Audubon. A board retreat is  
25 planned to take place in July, but a date needs to be confirmed from the board members.

#### 26 **9. ANNUAL ELECTION OF EPRD BOARD OFFICERS**

#### 27 **MOTION**

28 I, (Director Lindquist) motion to nominate Monty Estis for President of the EPRD board. Director Ellis  
29 seconded and it passed unanimously.

#### 30 **MOTION**

31 I, (Director Estis) motion to nominate Don Rosenthal for First Vice President of the EPRD board.  
32 Director Ellis seconded and it passed unanimously.

#### 33 **MOTION**

34 I, (Director Rosenthal) motion to nominate Peter Lindquist for Second Vice President of the EPRD  
35 board. Director Ellis seconded and it passed unanimously.

#### 36 **MOTION**

37 I, (Director Lindquist) motion to nominate John Ellis for Treasurer of the EPRD board. Director Linn  
38 seconded and it passed unanimously.

#### 39 **MOTION**

40 I, (Director Ellis) motion to nominate Peg Linn for Secretary of the EPRD board. Director Lindquist  
41 seconded and it passed unanimously.

#### 42 **10. BOARD OF DIRECTORS COMMENTS**

43 Director Ellis thanked the staff for doing a fantastic job. Director Rosenthal asked if there was an  
44 update regarding the Blue Spruce residents. ED O'Connor replied this has not been resolved and there are  
45 concerns from Evergreen Metropolitan District which is not in support of allowing residents a separate access  
46 point. Director Lindquist inquired when the board should consider going back to in-person board meetings. If  
47 so, Director Lindquist would need to request the meetings to go back to starting at 6 PM due to his work  
48 schedule.



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- 1 **11. INITIAL DRAFT OF THE JUNE 2021 BOARD MEETING AGENDA**  
2 For June, include a resolution for July being Park & Recreation Month, EAS+Y annual presentation,  
3 possibly an update for the City and County of Denver agreement, Audubon agreement, and the turf field at  
4 Stagecoach Park. There might also be an update regarding the Blue Spruce Lake activities.
- 5 **12. ADJOURN MEETING**  
6 I, (Director Lindquist), move to adjourn the meeting. Director Ellis seconded, and it passed  
7 unanimously at 6:46 p.m.

8 Respectfully Submitted,  
9 Kelly Green  
10 MarCom Supervisor