



RECORD OF PROCEEDINGS

EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

June 17, 2026

1. CALL TO ORDER / ROLL CALL

Director McGhee called the regular meeting of the Board of Directors (Board) of the Evergreen Park & Recreation District (EPRD/District) to order at 5:00pm. Present from the Board were Vice President Mary McGhee, Second Vice President Ally Hilgefort, Treasurer Betsy Hays, and Secretary Rebecca Davis. Youth Advisory Board Members Paul Howe & Clare Sweet were also present. President Peter Eggers was absent from the meeting and excused.

Present from staff were Executive Director (ED) Cory Vander Veen, Director of Operations (DO) Brian Tucker, Director of Development and Community Engagement (DDC) Nancy Judge, Executive Manager (EM) Maddy Evans, Lake House Manager (LHM) Krista Emrich, Grants & Strategy Manager (GSM) Liz Cohen, Financial Controller (FC) Paul Tosetti, Assistant Financial Controller (AFC) Matt Anderson, and HR Manager (HR) Jillian Heisler.

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

The Board agreed to remove agenda item #11 (Executive Session) from the agenda. The Board also agreed to move Consent Agenda item 4.2 (Capital Project Public Communications Update) to discussion.

3. GENERAL PUBLIC COMMENT

There were no public comments.

4. CONSENT AGENDA

4.1 - May 2026 Board Meeting Minutes

4.2 - Capital Project Public Communications Update

4.3 – Res. 2026-006 Designating July Park & Recreation Month

MOTION

Director Hays moved to approve Consent Agenda item 4.1 as amended, consent agenda item 4.3, and to remove the Executive Session from today's regular agenda. Director Davis seconded and the motion passed unanimously.

5. DISCUSSION ITEMS FROM CONSENT AGENDA

Consent Agenda Item 4.2 – Capital Project Public Communications Update was removed from the Consent Agenda for discussion.

The Board discussed the pool project website wording in the "Anticipated Timeline" graphic. They agreed using the term "Other Project Items" is clearer than "Other Project Expenses", and staff agreed to update the website with this wording.

MOTION

Director Hays moved to approve Consent Agenda item 4.2. Director Hilgefort seconded and the motion passed unanimously.

6. EPRD BANKING SERVICES DISCUSSION & APPROVAL

Finance staff presented the rationale for issuing an RFP for banking services, citing ongoing service issues with our current bank and missed interest-earning opportunities. They reviewed the RFP timeline, from drafting in January–February to issuance in March and evaluation in May, culminating in finalist interviews and a committee recommendation to proceed with PNC. Staff noted the importance of proximity to a branch and strong local engagement from relationship managers, which was a positive factor in the committee's evaluation of PNC.

FC Tosetti outlined transition timing considerations, noting First Bank's recent acquisition by PNC and the intent to coordinate training with PNC's July 15 platform rollout to avoid duplicate trainings and potential platform issues. Initial process changes anticipated under the new banking relationship were also described. Deposit flows from the Lake House and Recreation Centers will continue.

He reviewed the transition from in-house check printing to a bank-managed print-to-mail service, explaining that outsourcing will reduce cost, improve speed, and mitigate fraud risk. Print-to-mail will be used for all outgoing physical checks, including refunds. ACH will remain the preferred payment method due to its



RECORD OF PROCEEDINGS

EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

June 17, 2026

security, next-day settlement, and low cost. Because physical checks will no longer be printed onsite, the existing requirement for a second Board signature on large checks will be replaced with a consolidated payment file sent to the Board Treasurer for review to maintain transparency and oversight.

FC Tosetti summarized the district's three cash pools: approximately \$14.5M in bond proceeds held at UMB for construction; roughly \$7M in surplus funds invested in C-SAFE; and working capital operating account averaging about \$500k, fluctuating between \$200k and \$800k based on receipts. He recommended implementing a sweep account tied to the operating account, maintaining a target balance of about \$50k and sweeping excess funds nightly into a federal-paper money market. The projected impact is a net benefit of about \$1,500/month.

He confirmed no changes to primary ActiveNet processing. Mobile payments currently routed through Square will continue unless PNC provides the three required mobile card readers at no cost.

Staff recommended adding the treasurer and an additional Board member as authorized signers. The group discussed role separation among staff and Board. The Treasurer will approve checks and ACH batches through internal sign-off documents rather than directly within the bank portal, for efficiency and to avoid unnecessarily elevated access.

The finance team is continuing to encourage vendors to shift from printed checks to ACH, acknowledging that some will decline to provide banking details. Staff also provided construction-period context in which large, frequent payments are often required as we progress in our large capital projects. Staff is seeking authorization to allow the Executive Director to issue and sign checks up to \$25,000 during this heavy construction period. The Board was in agreement with this as long as these higher-value transactions continue to include supporting documentation.

MOTION

Director McGhee moved to approve staff's recommendation to contract with PNC Bank for Treasury / Banking, credit card acceptance services, and the use of a sweep account function for overnight investment of excess operating funds, all effective July 2026. Director Hays seconded and the motion passed unanimously.

MOTION

Director Hays moved to approve to increase the Executive Director's signing authority to \$25,000 during our construction timeline from now until June 2028. Director Hilgefort seconded and the motion passed unanimously.

7. AQUATICS EXPANSION UPDATE

Staff provided a construction update on the Aquatics Expansion. Current work includes gas and utility relocations and repositioning the electrical transformer outside the future pool area. Significant sewer line relocation is underway, with final manhole installation pending. Staff is coordinating generator use during the electrical transition and planning to minimize community impact during brief service interruptions. A closure plan for the final sewer connection is in development. The electrical switchover will occur with generator operation scheduled for June 22–26, and a short gas meter relocation on June 26; the facility will close one hour early on June 22 to complete electrical hookups.

The Myrtha pool shell is being fabricated in Italy and is expected to arrive in September. Logistics for delivery and container transport are in progress. A white shell with navy lane markings was selected based on maintenance guidance related to bacteria control. An RFI resulted in relocating roof drains inside the heated building to better manage snow and water, generating estimated savings of \$15,000–\$20,000. Building and grading permits are still pending, and Pinkard is expected to mobilize in July once permits are secured.

Weekly OAC meetings continue and will transition to on-site once the project trailer arrives next week. Construction parking and site mobilization logistics are being refined.

8. GYM/FIELD HOUSE DISCUSSION

A stakeholder meeting was held last week and attendees expressed strong support for maximizing shared, multi-purpose indoor space and turf. Floor options were reviewed: epoxy (lower cost, 10-year life)



RECORD OF PROCEEDINGS

EVERGREEN PARK & RECREATION DISTRICT REGULAR MEETING

June 17, 2026

versus maple wood (higher cost, longer life, added structural requirements). The Board will need to select a floor type within the next 3–4 weeks.

Brian Welch (EV Studio) presented updated site and grading constraints, noting significant elevation differences that influence layout, fire access, and retaining-wall needs. A rotated building orientation was reviewed and broadly supported by the Board because it reduces retaining walls, earthwork, and overall project cost, improves fire-access grades to meet code, aligns the building with the pedestrian path and road, preserves more existing trees and lowers the building's perceived height, creates roughly 35 new parking stalls and allows for a plaza and covered patio. Trade-offs include shifting some south-facing glass to the west side and operational considerations related to the separation from the habitat check-in/concessions area.

Attendees discussed aesthetics, parking, and neighborhood impacts, including overflow parking options and adding tree screening along Highway 74. The team will explore moving the building slightly farther south where feasible. EV Studio is updating drawings to reflect the rotated orientation and will submit revisions within a week.

Separately, asbestos mitigation and demolition have begun in the bathroom facility. A Phase-1 bid package for bathrooms, plumbing, stalls, and partitions has been prepared to attract contractors for multiple scopes while keeping pricing competitive.

9. OLD BUSINESS & UPDATES

At the skatepark site, an unmarked 10-inch Evergreen Metro District water line was discovered, requiring adjustments to the skatepark layout. California Skateparks adjusted the design to avoid the line while preserving a central community gathering space and improving sightlines into the park. Earthwork is progressing, including installation of in-ground drains coordinated with the grading plan. Board members were invited to visit the site with Cory or Maddy to view bowl depths and drainage features.

Concrete work for the pavilion is expected to start soon. The grand opening of the pavilion may shift later to Oktoberfest due to permitting and formwork delays.

The pond shelter structure is in fabrication, and the concrete pad will need to be repoured in the fall to meet ADA standards. ADA updates at the south baseball field parking lot are complete and will be submitted for grant reimbursement from Jefferson County Open Space.

10. GENERAL PUBLIC COMMENT

District Resident Tracy Lester commented on the Gym/Field House permitting process.

11. EXECUTIVE SESSION

This item was removed from the agenda.

12. INITIAL DRAFT OF THE JULY 2026 BOARD MEETING AGENDA

Consent Agenda (June Meeting Minutes, Public Communications Update, Cybersecurity Update), 2025 Audit Presentation, Q2 2026 Finance Update, Aquatics Expansion Update, Gym/Field House Update, Skatepark Update, Old Business & Updates, Executive Session, Resolution for Land Acquisition Grant

13. ADJOURNMENT MOTION

Director McGhee moved to adjourn the June 17, 2026 Board of Directors Meeting as of 7:13pm. Director Davis seconded, and the motion passed unanimously. The meeting was adjourned.

Respectfully Submitted,
Madalyn Evans
Executive Manager



EVERGREEN PARK & RECREATION DISTRICT

June 17, 2026

RESOLUTION NO. 2026-006

DESIGNATION OF JULY AS PARK AND RECREATION MONTH

WHEREAS, Evergreen Park & Recreation District is a special district in Jefferson County Colorado created in 1969; and

WHEREAS, Evergreen Park & Recreation District is an integral part of the community that provides parks and recreation for establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, the National Parks and Recreation Association has designated July as Parks and Recreation Month to promote the importance of parks and recreation in health and wellness, conservation, social equality, and to recognize hundreds of parks and recreation employees that maintain our Evergreen parks and recreation amenities; and

WHEREAS, Evergreen Park & Recreation District recognizes the benefits derived from parks and recreation resources and celebrates this designated month for all; and

NOW, THEREFORE, BE IT RESOLVED BY the Board of Directors, that July 2026 is recognized as Park & Recreation Month in the Evergreen Park & Recreation District.

PASSED AND ADOPTED by the Board of Directors of the Evergreen Park & Recreation District, this 17th day of June 2026.

By: Mary McGhee
Mary McGhee, Vice President