

**Draft Public Agenda**  
**Park Hospital District Board of Directors Meeting by TEAMS**  
 Thursday January 8, 2026  
 Join Via Microsoft Teams Link on parkhospitaldistrict.org  
 5:30 PM to 6:45 PM

<b>Regular Session</b>		<b>Mins.</b>	<b>Procedure</b>	<b>Presenter(s)</b>
1	Call to Order/Welcome	1	<b>Action</b>	Workman
2	Approval of the Agenda	1	<b>Action</b>	PHD Board
3	Public Comments on Items Not on the Agenda	1	Information	Public
4	Consent Agenda Items	2	<b>Action</b>	PHD Board
	4.1 Board Study Session Meeting Minutes - 12.10.2025			
	4.2 Regular Board Meeting Minutes - 12.11.2025			
5	Approval of Contractor for PHD Administrative Assistant	5	<b>Action</b>	PHD Board
6	Approval of Engagement of Eide Baily for Audit Services	5	<b>Action</b>	PHD Board
7	Adoption of 2026 Meeting Schedule	5	<b>Action</b>	EPH Board
8	Ratification of Bank Signature Card	5	<b>Action</b>	EPH Board
9	Transparency Notice Filing Update	5	Information	Workman
10	Policy Review Update (Sending to Hall & Render)	15	Information	EPH Board
	10.1 CORA Policy Update			
	10.2 Spending Policy			
	10.3 Bylaws Update			
11	Discussion - Short-Term Compliance Priorities	15	Discussion	EPH Board
	11.1 Future Board Focus Areas and Community Engagement			
12	All Attendee Conversation on Emerging Topics	15	Information	EPH Board
13	Potential Topics for Next Meeting	1		
14	Adjournment	1	<b>Action</b>	EPH Board
<i>Total Regular Session Mins.</i>		77		

**Park Hospital District  
BOARD OF DIRECTORS'  
Teams Meeting Study Session December 10, 2025**

**Board Members in Attendance via Teams**

Dr. Cory Workman, Chair  
Dr. Steve Alper, Vice Chair  
Ms. Brigitte Foust, Treasurer  
Ms. Janet Zeschin, Board Secretary  
Dr. Tom Leigh, Member at Large

**Other Attendees via Teams**

David Snow, Attorney Hall-Render  
Pamela Sorbin UCH EVMC Finance  
1 public call-in attendees

**Call to Order**

The board study session was called to order at approximately 8:30 AM by Cory Workman; there was a quorum present. Notice of the board meeting was posted in accordance with the Sunshine Law Regulation. The call to order was delayed due to technical issues.

**Approval of the Agenda**

Brigitte Foust motioned to approve the agenda as presented with a second by Janet Zeschin which carried 5:0 vote. Tom Leigh requested additional items be added but noted they could be delayed to the next meeting. Chair Cory Workman stated he would add to the next meeting agenda since the meeting start was delayed.

**2026 PHD Budget**

The draft 2026 budget was presented and discussed at length. The current administrative dollars for PHD totaled about \$188,000. The affiliation agreement allowed \$200,000 and after identifying additional dollars for education and miscellaneous expenses, administrative expenses were totaled at the \$200,000 amount providing \$4,450,132 to transfer to UCH EVMC. Brigitte and Pamela will update the budget numbers and the message.

**Discussion Resolutions Budget and Mill Levy**

Resolution 2025-05 concerning the adoption of the 2026 budget and appropriation of funds to cover such budget and Resolution 2025-06 concerning a determination of mill levy yield were reviewed and discussed at length. David Snow provided some historical background.

**IT Contract for Quarterly Board Meetings**

The IT contract for quarterly board meetings was reviewed. It was noted that a name needs to be removed and that in the paragraph, about compensation, language needs to be changed

so that payment invoices for hours will be submitted to the Board Chair or Treasurer. No other changes are required.

### **Independent Contractor for Admin Assistance**

The contract agreement for the Board Coordinator was reviewed and discussed at length. Exhibit B (identified in error as a second Exhibit A) was felt unnecessary with the development of a board spending policy. In the paragraph, about compensation, language needs to be changed so that payment invoices for hours will be submitted to the Board Chair or Treasurer. It was also requested that compensation be changed to "up to" before hourly wage. The section about contractor agents should be removed.

### **Contract for Legal Counsel**

The letter from Hall Render was reviewed. Discussion identified value in retaining Mark Sabey for at least a year due to his long history and institutional knowledge of the hospital. There was some interest in investigating the use of a special district lawyer since the board's role is no longer focused on hospital management.

### **Contact Information for the PHD**

The information was noted and will be published in the EP News as well as posted on the PHD website to notify the public on how to contact the District and Board Members. Investigate if Dawn Wilson UCH EVC+MC can do a press release for the PHD. The board was ok with having all the individual emails posted. Cory will check with the town about how their email system works.

### **Adjournment**

Steve Alper motioned to adjourn the meeting at about 9:40 AM. Tom Leigh seconded the motion, which carried unanimously.

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Cory Workman, Chair  
**Park Hospital Board of Directors**

**Park Hospital District  
BOARD OF DIRECTORS'  
Public Board Meeting December 11, 2025**

**Board Members in Attendance**

Dr. Cory Workman, Chair  
Dr. Steve Alper, Vice Chair  
Ms. Brigitte Foust, Treasurer  
Ms. Janet Zeschin, Board Secretary  
Dr. Tom Leigh, Member at Large

**Other Attendees**

David Snow, Attorney Hall-Render (via Webinar)  
6 public attendees  
unk public call-in attendees

**1. Call to Order**

The board meeting was called to order at 5:31PM by Cory Workman; there was a quorum present. Notice of the board meeting was posted in accordance with the Sunshine Law Regulation.

**2. Approval of the Agenda**

Steve Alper motioned to approve the agenda as presented with a second by Brigitte Foust which carried 5:0 vote after several items were added. Janet Zeschin requested that the PHD Vert Coworking Agreement and Special District Association of Colorado membership be added and Tom Leigh requested there be a discussion about contracting with a special district attorney, Board Education and access to the Affiliation Closing Binder. These items were added as agenda items 6.8 through 6.12.

**3. Public Comments on Items Not on the Agenda**

No comments.

**4. General Board Member Comment**

No comments.

**5. Consent Agenda Items Acceptance**

A motion was made by Steve Alper with a second by Brigitte Foust with a vote of 5:0 to accept the consent agenda items.

**6. Presentations Please refer to the recording for presentation details.**

6.1 **2026 Budget** Cory Workman read the budget message and line items in the budget were discussed. PHD has allocated \$200,000 for budgeted items leaving \$4,450,132 to be transferred to UCH EVMC. A motion was made to accept the budget by Steve Alper and seconded by Brigitte with a vote of 5:0.

6.2 **Park Hospital District (PHD) Resolution 2025-05** Cory Workman presented the combined resolution concerning the adoption of the budget and appropriation of funds for the budget. There being no discussion, Steve Alper make a motion to accept the resolution with a second by Brigitte Foust with a vote of 5:0.

6.3 **PHD Resolution 2025-06** The Resolution determines the mill levy yield from general property tax dollars. The computed tax revenue from the mill levy of 7.505 mills for the

- Districts General Fund is \$4,400,132. A motion to approve the Resolution was made by Steve Alper and seconded by Brigitte Foust with of vote of 5:0.
- 6.4 **PHD Independent Contractor IT Agreement** The need for IT support for the public board meetings was outlined. The board will contract quarterly with one of the UCH EVMC IT staff on a per session basis. A motion was made by Steve Alper and was seconded by Brigitte to approve the contract. It was noted that payment language needs updated to Chair and Treasurer. The vote passed 5:0.
  - 6.5 **PHD Independent Contractor Admin Agreement** It was noted that the contract needs payment language updated as noted in item above, removing Secretary and adding Treasurer. Also references to Exhibit B found on page 1, need to be removed and replaced referring to a Board spending policy. Additional language “up to” needs inserted prior to hourly wage and the section on page 5 referring to contractor agents needs eliminated. A motion to approve the contract was made by Steve Alper and seconded by Brigitte Foust and passed 5:0 vote.
  - 6.6 **Hall Render Legal Services Engagement Letter** The Board has reviewed the letter and there is agreement that Mark Sabey should be retained for at least a year due to his institutional knowledge and history. With minimal discussion, a motion was made by Steve Alper and seconded by Janet Zeschin to approve the contract. With minimal discussion, a motion was made by Steve Alper and seconded by Janet Zeschin to approve the contract with a 5:0 vote.
  - 6.7 **PHD Contact Information** The information was presented for the public’s information. Board PHD emails will be added to their bios when uploaded to the new website.
  - 6.8 **Vert Coworking Agreement** Cory Workman summarized the office and conference room arrangement at Vert Coworking noting that it is \$1200/month. A motion was made to ratify the agreement by Steve Alper with a second by Tom Leigh with a 5:0 vote.
  - 6.9 **Special District Association of Colorado Membership** The benefits of SDA membership have been previously discussed so a motion was made by Steve Alper with a second by Tom Leigh to become members with a vote 5:0 in support. Janet Zeschin will arrange this.
  - 6.10 **Special District Attorney** Tom Leigh has contacted two lawyers and will forward the information to the Board. Further discussion planned.
  - 6.11 **Board Education** There are funds budgeted for 2026 so opportunities will be identified.
  - 6.12 **Closing Binder for Affiliation** Cory Workman will check on getting these documents on the website.
7. **Executive Summary- Significant Items not Otherwise Covered** No comments.
  8. **All Attendee Conversations on Emerging Topics** No comments.
  9. **Potential Agenda Items: Next Meeting** A study session in early January was suggested.
  10. **Adjournment**  
Steve Alper motioned to adjourn the meeting at 6:19 PM. Brigitte Foust seconded the motion, which carried unanimously.

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Cory Workman, Chair  
Estes Park Health Board of Director

4.2 2022

**Park Hospital District – 2026 Regular Meeting Schedule.** The Board of Directors will hold regular meetings on the following Thursdays at **5:30 p.m.** in the **Board Meeting Room, Estes Park Town Hall, 170 MacGregor Avenue, Estes Park, CO 80517:**

- January 8, 2026
- February 26, 2026
- April 30, 2026
- July 30, 2026
- October 8, 2026
- December 10, 2026

Notices and agendas will be posted at least 24 hours in advance in accordance with C.R.S. 24-6-402.

**Park Hospital District – Signature Card**

**January 2026**

**Bank of Estes Park**

**Signatories**

**Cory Workman – Board Chair**

**Steve Alper – Board Vice Chair**

**Brigitte Foust – Board Treasurer**

**Ratified – January 8, 2026**

**Signed \_\_\_\_\_ Board Chair**

**Signed \_\_\_\_\_ Board Vice Chair**

**Signed \_\_\_\_\_ Board Treasurer**

# 20\_\_\_ SPECIAL DISTRICT "TRANSPARENCY NOTICE"

*Notice to Electors 32-1-809 C.R.S.*

**Legal Name of Special District:** \_\_\_\_\_

This information must be provided<sup>1</sup> annually to the eligible electors of the district between November 16 and January 15.

Address and telephone number of district's principal business office	
Name and telephone of manager or other primary contact person for district	
Email address of primary contact (Optional)	
District's website address <small>(Required if choosing to post meeting notices online per HB 19-1087)</small>	
Time and place designated for regular board meetings <small>[per C.R.S. 32-1-903]</small>	
Posting place designated for meeting Notice <small>[per C.R.S. 24-6-402(2)(c)]</small>	

<p style="text-align: center;"><b>Names and Contact Information of Board Members</b></p> <p style="text-align: center;"><i>Check applicable boxes for a Board Member whose seat will be on the ballot at the next regular election.</i></p>	<p>(1) Board Chair Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>	<p>(2) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>
	<p>(3) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>	<p>(4) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>
	<p>(5) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>	
<p style="text-align: center;"><b>For seven-member boards</b></p>	<p>(6) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>	<p>(7) Name: _____ Contact Info: _____   <input type="checkbox"/> This office included on next regular election ballot for a  <input type="checkbox"/> Two-year term   <input type="checkbox"/> Four-year term</p>

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Date of next regular election	May ____, 20__	
<p>Self-nomination forms to be a candidate for district board member may be obtained from and should be returned to the Designated Election Official (or Board Chair or Secretary if no DEO). [per C.R.S. 1-13.5-303]</p> <p>Self-nomination forms for the next regular election must be received by the district by:</p> <p style="text-align: center;">_____, 20__, no later than __:__ PM.</p> <p>Applications for absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official. [per C.R.S. 1-13.5-1003]</p>		
Designated Election Official: _____ Contact Address: _____ Contact Phone: _____		
District election results will be posted on these websites:		Department of Local Affairs <a href="https://dola.colorado.gov/lgis">https://dola.colorado.gov/lgis</a>

District Mill Levy	_____ mills, for collection in 20__
Total ad valorem tax revenue received in the previous year (note if unaudited or otherwise incomplete)	\$ _____

File copy of this Notice with:

- Clerk and Recorder of each county in which the district is wholly or partially located
- Assessor of each county in which the district is wholly or partially located
- Treasurer of each county in which the district is wholly or partially located
- Board of commissioners of each county in which the district is wholly or partially located
- Governing body of any municipality in which the district is wholly located
- Division of Local Government
- District's principal business office where it shall be available for public inspection

<sup>1</sup> Notice must be provided in one or more of the following manners:

- a) Mail Notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed Notices, so long as the information regarding each district is separately displayed and identified);
- b) Include Notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other Notice of election, or other informational mailing sent by the district to the eligible electors;
- c) Post Notice on district's official website (Note: You must also provide the Division of Local Government (<https://cdola.colorado.gov/>) with the address of your district's website in order to establish a link on the DLG's site. Please use our Contact Update form available on our website or by request.);
- d) Post Notice on website of the Special District Association of Colorado (<http://www.sdaco.org>) (Note: Your district must be an SDA member. Send Notice to SDA by mail or electronic transmission); or
- e) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the Notice in at least three public places within the limits of the special district and, in addition, posting a Notice in the office of the County Clerk and Recorder of the county in which the special district is located. Such Notices shall remain posted until the Tuesday succeeding the first Monday of the following May.

# Park Hospital District – 2026 Transparency Notice - DRAFT

In compliance with C.R.S. 32-1-809, the Park Hospital District provides the following Transparency Notice for calendar year 2026.

## District Information

- **Name:** Park Hospital District
- **Principal Office Address:** Park Hospital District  
1230 Big Thompson Avenue Box# 112  
Estes Park, CO. 80517
- **Telephone:** (970) 982 -0212
- **Website:** info@parkhospitaldistrict.org

## Board of Directors

- **Cory Workman**– Chair, term to May 2027
- **Steve Alper** – Vice Chair, term to May 2027
- **Brigitte Foust** – Treasurer, term to May 2027
- **Janet Zeschin**– Secretary term to May 2029
- **Tom Leigh** – Director, term to May 2029

## Meeting Schedule

- See posted meeting schedule
- Location: Estes Park Town Hall-Board Meeting Room  
170 Mac Gregor Avenue  
Estes Park, CO. 80517

## Mill Levy and Revenue

- **Certified Mill Levy (2025 for 2026 collection):** 7.505 mills
- **Projected Property Tax Revenue:** Approximately \$4.5 million

## Election Information

- **Next Regular Election:** May 4, 2027 ( First Tuesday of the month)
- **Designated Election Official (DEO):** To be appointed by the Board.

- **Self-Nomination Deadline:** 67 days before election

#### **Public Records Requests**

- Governed by the District's CORA Policy (C.R.S. 24-72-205)
- Requests may be submitted in writing to the district office
- Research/retrieval fee applies per statutory allowance

#### **Filing and Posting**

This Transparency Notice will be:

- Posted and filed per Colorado Statute for Special Districts

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#### **Park Hospital District**