Elizabeth Park and Recreation District

Regular Meeting of the Board of Directors
MEETING MINUTES

July 21, 2026 – 7:00 pm

Meeting to be held at:
Casey Jones Pavilion – Casey Jones Park
4189 Highway 86, Elizabeth, CO 80107

I Call to Order / Roll Call / Pledge of Allegiance

Kelly Moffatt called the meeting to order at 7:01pm and led the pledge of allegiance. Other members present included Kurt Prinslow, Dondi Connelley, Aleta Jeffress, and Zac Craig. Mike Barney and Ryan Staley were present from staff. Kevin Kimball with the Adams Group was present at the meeting and Ryan McKenna, resident, was also present.

II Approval of Minutes – Regular Meeting on June 16, 2026

Kurt made a motion to approve the minutes from the regular meeting on June 16, 2026. Dondi 2nd and all approved.

III Approval of Agenda

Kurt made a motion to approve the agenda and Zac 2nd. All members approved.

IV Communications to the Board

- Citizen Comment (citizens may address the Board on any topic for up to 2-minutes – additional time may be granted at the discretion of the Board President)
- Request to sell alcohol in Casey Jones Park on October 17, 2026 for Fall Fest – Teegan Braun

Mike shared that Teegan Braun, a local realtor, has requested approval to sell alcohol at a Fall Fest event that she is coordinating to be held in Casey Jones Park on October 17th. Kelly asked if she has hosted events in the park previously and Mike shared that she has hosted a movie night in the past at Evans Park and that she also coordinated the dump your junk event held this summer. Mike explained that he believes the events are to help promote her realty business and that she pays permit fees for the events. Kelly then asked the board members if they wanted to approve the request and all expressed support for approval.

- Presentation of 2025 Annual Audit – Kevin Kimball with The Adams Group

Kevin Kimball reviewed the 2025 audit report and stated that it was a clean audit with no noted deficiencies and congratulated the district. He commented that management was helpful throughout the audit process and responsive to all requests. Mike stated that the board can reach out to Kevin directly if they have any questions about any of the financials.

Kelly thanked Kevin for his time and attendance at the meeting to share the report and Kevin then departed the meeting.

- Ryan McKenna introduced himself to the board and shared that he was a local contractor who has done some concrete work for the district the last couple years. He explained that he is a father in the community and is interested in working with the district to provide a designated place for youth to legally ride their e-bikes. He explained that he recently attended the town's workshop on e-bikes and while he understands the need to limit where they can be ridden, he believes the town needs a bike park so that these youth have a place to ride. He shared that he used to ride at the bmx track in Casey Jones Park as a child and would love for his kids to have access to something similar. He said that he has equipment and some volunteers and asked if the board would be open to allowing him to build a dirt course within a park, similar to the old bmx track.

Mike commented that it is important to recognize the different categories of e-bikes and said that while some bike parks do permit some types of e-bikes, the district should not allow electric motorcycles and / or throttle driven vehicles, which some call e-bikes, to use the bike park if one is developed. He then shared that proper signage with rules would be needed on site to ensure all users understand the inherent risks of the activity, to minimize liability to the district, and to explain the types of bikes that are permitted to use the facility. Mike then shared that the sandy soils found in the area could present some challenges to building a dirt track and that it was likely clay would need to be brought in. He said that the facility will also require regular maintenance and inspection and that water would be needed on occasion.

The board then had some general discussion on possible locations and Dondi suggested that Cimarron Park be considered. Kurt noted that the district did purchase clay based infield material for the baseball field at Cimarron Park which is not being used, so that material could possibly be used for building a bike track. Kelly asked how many acres may be needed for such a facility and whether there was sufficient space at Cimarron Park. Ryan then pulled up the park on google maps and it was determined by the board and Ryan McKenna that there is sufficient space to develop a bike park on that site. Mike noted that the district master plan identified a trail corridor from the middle school to Cimarron Park and that this could provide a safe access for youth coming from town.

Mike then asked Ryan Staley if he could meet with Ryan McKenna at Cimarron Park and walk the site to assess whether it could work. He said that if it could work, then Ryan McKenna should write up a more formal proposal with a detailed site plan to present to the board. The board was in full agreement with Mike's proposed next steps and said they look forward to reviewing a proposal and assessing whether this can be pursued further. Ryan McKenna then thanked the board for considering his proposal and departed the meeting.

V Continued Business

- Discuss Recreation Center Redesign and Review BRS Proposal

Mike asked the Board if they had an opportunity to review the BRS proposal and if they had anything they wanted to discuss. Kurt suggested that the district move forward and work with BRS on the redesign though he raised some questions about the proposal that he wanted Mike to look into. He asked that Mike get clarification on whether the site plan would be revisited due to a potentially smaller building and parking needs, as well as emergency / delivery access. Kurt stated that this needs to be a part of the scope of work. He also asked Mike to inquire about an aquatics plan, HVAC specifications, and the level of detail of civil engineering that will completed so as to have greater confidence in cost projections. Mike said that he would get these questions to Zach with BRS and report back. Zac then asked about the timeline and noted that the schematic design process would not be completed until October. He expressed concern that this keeps the district on a really tight schedule and will require an intensive effort between November and March to get the design in front of the community and educate them on the ballot initiative for a May election. Kelly then asked if the board supported moving forward with the BRS proposal, provided Kurt's questions were effectively addressed, and all members expressed agreement in proceeding. Mike said that he will get the agreement executed and try to facilitate the entire process as efficiently as possible.

- EC West Special District Overlap Consent Agreement

Mike reported to the board that upon legal counsel's suggestion, he had emailed Tim Craft and invited him to reach out should he want to discuss the district overlap consent agreement for EC West (Cresence). He said that Tim did call him back and that a meeting was scheduled for June 29th. He stated that he believes it will be helpful if at least one board member can join him for the meeting. Kelly said that he may be available and would confirm with Mike if he can attend. Mike said that he didn't feel that there was a need to include legal counsel in the meeting with Tim, and that when he talked with Kathryn Winn about it, she agreed.

Mike then asked the board for some guidance on how they would like him to structure the discussion. Kelly stated that he does not believe the district's position has really changed from the draft that was shared with Craft Companies previously. He expressed that the $2,141 per residential unit development fee is not an exorbitant fee and that the one development fee study that the district has completed suggests the fee should have been $1,857 in 2009. He said 18 years of inflation would make it much higher than what we are asking. Kurt commented that he also believes these fees are probably low and that these new developments must be responsible for funding the park and recreation resources that are needed but are not being included within the new neighborhoods. He said that the proposed fee is based upon the recommendations and cost projections within the district master plan and have good justification. Mike commented that between Independence, Spring Valley, and the proposed Cresence developments, over 4000 homes have been or will be built in the district and the developers did not include one ball field or multi-pitch among them, let alone a bike or skatepark, or pickleball court. He expressed that tot lots and open space alone do not meet the minimum needs for these large developments and the district must now figure out how to fund these deficiencies in the northern part of the district to serve these residents.

Kelly asked Mike if he needed any further clarification on where the board stands for the meeting and Mike responded that he did not. Mike stated that he would explain that the board believes the proposed agreement is appropriate and that he will try and provide the reasons why the board feels the fee schedule is justified. Mike then shared that if Tim Craft does bring legal counsel to the meeting, he will leave and not have any discussion. The board was in agreement that Mike should not meet with any legal counsel for Craft Companies or Cresence / EC West without having district legal representation also present.

VI New Business

No new business was discussed.

VI Report of Administrator and Staff

- Budget Report

Miike reviewed the budget report. He shared that most tax revenues have now been collected for the year and that it appears the district will reach its projection this year. He said that most everything is tracking as expected and that he has no concerns at this time. He said the district had $1,140,037 in its cash accounts on 7/15, and that he expects to finish the year at $664,589 dependent upon any additions / deletions of capital projects.

- Maintenance Report

Ryan reviewed the maintenance report. He shared the following tasks completed over the last month: facilitated fishing clinics for day campers, repaired irrigation lines and replace heads as needed, applied liquid fertilizer at Evans Park, worked with contractors to complete pickleball shelter install, tilled warning tracks on Evans Park ballfields, filled potholes in campground, prepped for Celtic Festival, repaired batting cage, fertilized Casey Jones ballfields, repaired water main line, serviced mowers, and completed toilet flush valve repairs in Evans Park restrooms, in addition to regular mowing and trimming.

- Programs Report

Mike presented the programs report. He shared that registration for fall sports wraps up in a couple weeks and numbers are running higher than last year. He said Little Dudes Soccer is full with 13 youth and will start at the end of the month. He reported that adult softball is wrapping up on July 31st and that the season has gone well. He also shared that the youth theatre camp was held the week prior and that it was again a great success.

- Childcare Programs Report

Mike then reviewed the Childcare Programs report. He shared that Madeline has been working with Centennial Mental Health on a staff training program which has been a great free resource for staff. He said that registration has just opened for before and after school care for the fall semester. He also shared that day camp participation numbers for Running

Creek were 485 in June and 629 for July and the first week of August. He reported that at Singing Hills, the participation numbers were 601 in June, and 707 for July and the first week of August. He explained that participation has exceeded projections this summer and that things have gone really well.

VII Other Matters

- Reschedule August Board Meeting

Mike shared that he will not be available on August 18th and asked if the board wanted to reschedule the August meeting. Kelly suggested the meeting in August be held on August 11th instead and all board members agreed.

VIII Adjournment

Dondi then motioned for the meeting to be adjourned at 8:41pm and Kurt seconded the motion. All board members approved.