**Elizabeth Park and Recreation District**

**Regular Meeting of the Board of Directors**

**MEETING MINUTES**

April 22, 2025 - 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 7:02pm and led the pledge of allegiance. Other Board Members in attendance included Kurt Prinslow, Aleta Jeffress, and Doug Severinsen by phone. Mike Barney, Ryan Staley, and Mike Burns were present from staff. Public attendees included Zac Craig and Bill Mock. PROST project consultants Jena Biondolilo and Critter Thompson were also present.

II Approval of Minutes –Regular Meeting on March 18, 2025

 Kelly asked if there were any corrections to the minutes from the March 18 meeting. Aleta shared a type error under the capital spending discussion. Kurt then motioned to approve the minutes with the correction noted from the March 18 meeting and Doug 2nd. All approved.

III Approval of Agenda

 Kelly then made a motion to approve the agenda and Kurt 2nd. All 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)

Bill Mock requested that the Board consider opportunities to include a senior center as a component of a recreation / community center if they decide to ask voters for funding and move forward. He shared that the Town of Elizabeth seems to have backed away from their plans to pursue a senior center though they may revisit it in 2028. Kurt asked Bill whether he believed seniors in the community would support a mill levy increase or bond to fund the recreation center and senior center. Kelly commented that the master plan survey data indicates there was a large number of households without children that expressed support for a rec center, and many of these were likely seniors. Bill stated that within his group, he has heard support for funding from most seniors who recognize the value a rec center / senior center will offer residents. He said he believes many in the community will be supportive.

V Continued Business

 - PROST Master Plan Update with Project Consultants

Jena Biondolilo and Critter Thompson with the PROST Project consultant team facilitated a presentation on the PROST master planning effort. The presentation is available on the PROST project website at <https://bit.ly/ElizaPROST>

 - Capital Projects Planning

Mike shared a report showing budgeting for 2025 capital expenditures and actual progress / expenditures to date on each project. The report listed projects / purchases that have been completed or were underway, and those that have been deferred or delayed. Deferred projects included new playground surfacing at Evans Park and an alarm system for the well. Delayed projects / purchases included the restoration of the walking trail in Evans Park. Mike shared that the capital outlay expenditure for the year is projecting to have a surplus of $65,300 based on projects which the Board has decided to move forward with to date. He said the proposed trail restoration in Evans Park represents $50K of that amount. He also shared that the cost for the pedestrian crosswalk is estimated at $163K, so the Board could decide to allocate an additional $100K for capital expenditures, forgo the trail restoration, and complete the crosswalk if they desired. Aleta asked if there were grant opportunities for the trail restoration. Mike stated that GOCO certainly funds trails, though he was not aware of any other specific trail focused grants. Kurt commented that a trail extension should be considered to begin at the campground along highway 86 and connect with the existing pathway from the entrance to the pavilion to the corner of 86 and 17. He acknowledged that the existing section is in very poor shape and needs to be resurfaced. He stated that this should all be included in a grant application for community trails. Mike stated that he would look into the GOCO grant schedule, identify the most appropriate program, and prepare an application. He said he would keep the Board updated on progress. Kurt then suggested that the District issue an RFP for the pedestrian crosswalk to identify the actual cost of construction. Mike stated that he would connect with Capital AE to get the RFP process rolling. There was then some discussion about how the road base being moved for the paving of the entryway and parking lot for the pickleball courts should be used. It was asked if the material could be used for the trail restoration in Evans Park. Ryan said that it could be but transporting it across the street to Evans may not be the most efficient or cost-effective approach. Kurt agreed that the material should only be moved once to the extent possible and that using it on the other roadways in Casey Jones Park made the most sense.

 - Review Annual Report

Mike shared the final draft of the annual report and noted that Kelly had provided the intro for the report. He said that he also added the sponsors and partners page as Aleta had requested and included a listing of Board Members and staff on the index page. Aleta suggested that partner logos be added as possible. Mike asked how the Board would like for the report to be shared, and Aleta expressed that we should actively share it with our email list. Mike stated that he would get it out this week or early next week and would also post it on the website on the Board of Directors page.

VI New Business

VII Report of Administrator and Staff

Mike had shared with the Board prior to the meeting that he had been sick the last two days and was still not feeling very well though knew he had to be present for the meeting. For the reports of the Administrator and staff, Aleta suggested that presentations be cancelled for this meeting and that Board Members reach out to Mike directly if they have any questions or concerns or comments about any of the reports in the meeting packet. All members agreed.

 - Budget Report

 - Maintenance Report

 - Programs Report

 - Childcare Programs Report

VIII Other Matters

 No other matters were discussed.

IX Adjournment

 Kurt motioned to adjourn the meeting at 8:28pm and Aleta 2nd. All approved.