**Elizabeth Park and Recreation District**

**Special Meeting of the Board of Directors**

**MEETING MINUTES**

July 21, 2025 – 5:00 pm

Meeting to be held at:

Park Office - Evans Park

34201 County Road 17, Elizabeth, CO 80107

I Call to Order / Roll Call / Pledge of Allegiance

Kurt Prinslow called the meeting to order at 5:18pm and led the pledge of allegiance. Other board members present included Aleta Jeffress, Dondi Connelley, and Zac Craig. Mike Barney was present from staff. Kelly Moffat joined the meeting at 5:23pm.

II Approval of Agenda

Kurt asked if EC West Overlap Consent Agreement could be added to the agenda under “Other Matters” and asked if there were any other requested changes to the agenda. There being none, Dondi motioned to approve the agenda with the addition of EC West Overlap Consent agreement under other matters. Aleta 2nd and all approved.

III 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)

No public comment was presented to the Board.

IV Continued Business

- Capital Improvement Planning

Mike reviewed the 2025 budget and shared that he had identified some projected savings of about $201K that could be allocated for the pedestrian crosswalk project. He stated that this amount included the non-allocated funds in the capital improvements line item totaling $121K. Zac asked Mike to share the other line items where budget savings could be gained and Mike listed the following: $60K from personnel related expenses as a result of vacancy savings, $8K from professional services, $5K from processing less refunds than projected, and $1200 in supplies and materials. He said that these savings if allocated toward the project would still require the Board to amend the budget and allocate an additional $100K in spending for 2025. The Board had some general discussion about the anticipated benefits and cost of the project. Aleta expressed concern that the cost of the project was too high and that the funds could be used to make other park improvements that could have a greater impact. Dondi expressed concerns that the District only received one proposal for the project. She stated that she felt that the Board has a responsibility to ensure it is getting the best value for residents and that with nothing to compare the bid too, there is just no assurance we are getting a good deal. Zac shared his thoughts on the factors that may have resulted in such a high bid, and some of the technical difficulties of the construction. Kelly commented that he thinks it may be best to try and incorporate this project into recreation center construction when that time occurs. He explained that the cost could be lower if combined with the larger project and also noted that he did not feel the crosswalk would be heavily utilized until the rec center is built. He shared that he did not feel the crosswalk would have a significant impact on parking issues, and that it may worsen the situation in the short term. Kelly then suggested that the Board table this project for now and use remaining capital improvement funds for 2025 to pursue other projects. All Board members agreed. Aleta suggested that the trail improvements in Evans Park should now be pursued and all Board Members agreed. Kurt directed Mike to ensure that he notifies Iconic of the Board’s decision.

V New Business

- Review Election Calendar

Mike reviewed the election rules regarding scheduling elections and informed the Board that the District can only place a question on the ballot at certain times. He explained that they are limited to odd numbered years in May, or In November of any general election year. He stated that while there is time for them to still place a question on the ballot this November, the timeline is very tight. The Board then had some general discussion and was in agreement that there was not sufficient time to allow for supporters in the community to effectively campaign for the proposed recreation center. The Board identified November of 2026 as a potential election date that they would like to begin working toward. The Board directed Mike to look into the plans for other entities in the county and determine if and when they may be anticipating putting a ballot issue before voters. It was requested that Mike create an election calendar with the desired information for the Board to review as they continue to assess how best to proceed. It was asked that the terms of County Commissioners and their election schedule also be provided to the Board. They also asked Mike to consider the pros and cons of the different election dates and assess whether one election date may be more favorable than another for any reason. The Board then directed Mike to look into consultants that can assist special districts with organizing a ballot initiative and facilitating a positive campaign. Kurt stated that we should learn what types of support and services they can provide as well as the costs for such services. Mike said that he will look into this more and report back to the Board.

VI Other Matters

- EC West Overlap Consent Agreement

Kurt stated that he asked to add this item to ensure that the District continues to make progress in getting the agreement executed. Mike shared that he had recently received a request for plan review comments from the county and that he would be forwarding the Board several documents related to the development. He asked that all comments be received by July 29 so that he can compile and submit them. There was some general discussion about the overlap consent agreement process and Kurt explained that the developer must receive the District’s consent for the overlap of services as a component of their project approval. The Board also viewed the site plans for trails and park spaces. Kurt shared that since the developer has not included ballfields and a skatepark within their plans as requested by the District, the Board should consider requesting funding to develop these amenities at another location in that area of the District. He also expressed concern that some trails were being shown as only 3 feet wide which is not consistent with county neighborhood standards. Kurt asked if the term “overlay district” within the service plan was referring to EPR District, and Mike stated that it appears so but that he would need to confirm.

Zac asked if Mike could send the board members the agreement that was executed with Independence for reference as they assess what requests should be made in the agreement with EC West (Cresence). Mike said that he would email them the agreement. He also said that he would develop a list of potential requests which align with the master plan that the Board could make of Cresence.

VI Adjournment

Dondi motioned to adjourn the meeting at 6:53pm. Kurt 2nd and all approved.