

Elizabeth Park and Recreation District

Regular Meeting of the Board of Directors MEETING MINUTES

January 20, 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 7:04pm and led the pledge of allegiance. Other board members present included Kurt Prinslow, Dondi Connelley, and Zac Craig. Mike Barney and Ryan Staley were present from staff. Grant Chayet representing legal counsel was in attendance virtually via Microsoft Teams Meeting.
- II Approval of Minutes – Work Session on December 9, 2025 and Regular Meeting on December 9, 2025
Kelly made a motion to approve the minutes from the December 9, 2025 work session and the December 9, 2025 regular meeting. Kurt 2nd the motion and all approved.
- III Approval of Agenda
Zac made a motion to approve the meeting agenda. Kelly 2nd the motion and 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)
Mike shared that he had received a call from Tim Craft, with the Cresence Development earlier in the day regarding the overlap consent agreement. He reported that Tim asked if the Board had reviewed the draft overlap consent agreement that he had previously sent. Mike stated that he reminded Tim that the Board had also developed a draft and had sent it to his legal team for review, and that he believed any discussion needed to start from that document. He explained that Tim then said that he would connect with Jim Yates on his team and determine how to proceed. Mike stated that he will keep the Board up to date on any additional discussions. Zac suggested that Mike should also keep legal counsel Kathryn Winn up to speed on all matters related to Cresence and the overlap consent agreement, and Mike acknowledged that he would do so.
- V Continued Business
- Discuss 2026 Ballot Initiative and Campaign Planning
Mike introduced Grant Chayet representing legal counsel and said that he had invited him to attend the meeting to discuss what the District may and may not do in regards to the

campaign and address any questions the Board may have. He said that he did speak with Kathryn and Grant last week and could start the discussion with what he had learned. He shared that the biggest set-back in their initial planning was that all campaign activity would need to stop once the Board sees or reviews the ballot question to be used. Grant clarified that this is typically required to be done by early September for the November election cycle when the ballot question must be submitted to the County. He stated that after this time, the District cannot spend any public funds on the campaign. He said that the District can however provide non-biased information and educational materials to voters through election day. He commented that these materials must be fact based and avoid any encouragement of voters to support the measure. Mike shared that the District is able to create a pros and cons type document, similar to a blue book ballot initiative description, though legal counsel has advised against that due to potential challenges. Grant explained that these types of documents can be interpreted and critiqued in different ways and that the potential implications of a legal challenge outweighs the potential benefit.

Kelly asked Grant if private citizens, either on their own or through the formation of a political issue committee, could lobby voters beyond when the ballot question is decided. Grant explained that there are no limitations on what private individuals may do either in support of or in opposition to the ballot initiative, though there are some reporting requirements if certain conditions are met related to contributions. He said that the District should not have any involvement with the activities of a political action committee after August should one be formed, other than providing them factual information as may be requested.

Kelly asked what the District is able to do prior to the ballot initiative being seen by the Board and if the District is able to hire a campaign consultant and whether the consultant could then promote the recreation center project within the community. Grant replied that the District can promote the project and encourage community support, including through a campaign consultant up until that point when the Board sees / reviews the question to be placed on the ballot. He said that no public funds can be expended after that point. Zac asked if it was possible for the District to pay the campaign consultant prior to the deadline for work that is done after the deadline, and Grant stated that he advises against that. He said he would have to look into whether that was legally permissible, but explained that regardless, it could certainly draw scrutiny and raise questions that are better avoided completely. Kelly then asked if the District could promote the recreation center on its digital display board and Grant replied that this was also permissible prior to the Board seeing / reviewing the ballot question.

Mike then explained that Board Members and staff also need to be cognizant of the need to refrain from lobbying for the passage of the ballot initiative when they are serving in the capacity of their positions with the District, though they are free to express and encourage support as residents of the community outside of their duties / positions with the District.

Kelly thanked Grant for his time and for discussing the matter with the Board. Grant stated that he would send Mike an election calendar for the November election which lists all the required steps and deadlines and that he was available should any additional questions arise. Grant then exited the meeting.

The Board then directed Mike to reconnect with Melaine at Groundswell and work with her to develop a scope of services for campaign consultation. Kelly commented that the clock is already now ticking and that the window has shortened from the time period which they had thought the campaign could be coordinated. He directed Mike to make getting the contract developed and executed a priority so that efforts can begin as soon as possible. Mike responded that he would get on it in the morning and that he would be sure to have legal counsel review the contract prior to execution to ensure that the scope of services is within the permissible activities as defined within the Colorado Fair Campaign Practices Act.

VI New Business

No new business was discussed.

VII Report of Administrator and Staff

- Budget Report

Mike shared the budget report for the month of December. He stated that there are still a few expenditures that will need to be reconciled to 2025, though the report is substantially complete. He said the annual report will contain the final numbers. He showed that the General Fund finished \$11,548 over budgeted revenues of \$1,431,324 and that General Fund expenses finished \$112,440 under projected expenses of \$1,473,145. He then showed that the Enterprise Fund finished the year \$114,421 under projected revenues of \$695,990 and explained that lower campground revenue resulted in \$68,179 of that total. He stated that the remainder of the missed target resulted from lower than expected Kids Club program revenues due to not taking over the Running Creek programs until the fall semester rather than the spring semester as anticipated when the budget was created. He reported that Enterprise Fund expenses finished \$19,599 under budgeted expenses of \$611,435, and that this expenditure total included a transfer of \$200,000 to the General Fund.

Mike then shared the cash balance report showing that the District had \$646,593 in its accounts as of 1/14/2026 and that at the end of 2026, the balance is projected to be \$706,113.

- Maintenance Report

Ryan reviewed the maintenance report for December. Completed tasks / projects included servicing equipment, digging out culverts on the disc-golf course, repairing windscreens on the pickleball courts and ballfields after the large wind event, drug and graded the ballfield and parking lot at Cimarron Park, fire mitigation in natural areas, and worked with

contractor to repair a mainline water break in Evans Park. Ryan said he is hoping for some snow soon that will allow him to burn slash piles at Casey Jones Park.

- Programs Report

Mike reviewed the programs report. He shared that registration is currently open for youth volleyball and soccer. He shared that Rebecca has extended the volleyball season based on requests from parents last year, which will now be an 8-week program like other youth sports. Zac asked if the fee was adjusted due to lengthening the season. Mike replied that the District has a 150% cost recovery goal for youth programs, and that fees are set as Rebecca projects participation levels and direct program expenses. He said he will check with her, though he believes that the fee represents that 150% cost recovery level and that it likely exceeded that level last year, which may be why the cost was not increased this year.

Mike then shared that he and Rebecca met with a local soccer community enthusiast that has coached in our program and were encouraged to pursue program affiliation with MLS GO, a youth soccer program. Mike explained that affiliation with MLS GO will help raise the quality of the program primarily through providing coaches with a variety of resources to help them understand the game, coordinate practice activities, and effectively teach the fundamental skills youth need to learn and develop. He said each youth will also receive a free ticket to a Colorado Rapids game and receive an MLS team jersey, shorts, and socks. He stated that this new affiliation did require an increase in the program fee from \$65 to \$100 and acknowledged that this could potentially present a hardship for some families. Kelly asked if we had a scholarship program or provided assistance to families in need. Mike explained that the District does currently offer a discount for families that receive free or reduced cost school lunches, and that he will never turn a child away from participating due to inability to pay. He said the office has received two calls from parents concerned with the fee increase and that he informed them both that the District would work with families to pay what they can afford if the fee is a barrier to participation. Kelly expressed agreement in making sure no child is turned away, and said a little lost revenue is an acceptable cost for ensuring every youth has an opportunity to play.

Mike then shared that youth basketball is now two weeks underway and that Rebecca reported the season is going really well. Dondi commented that this was good to hear as basketball always seems to present the most problems with disrespect and aggressive outbursts from parents and at times coaches.

Mike reported that in adult sports, volleyball has 10 teams registered and begins play this Friday at the middle school. He shared that pickleball league participation is down this year as only 4 teams are signed up for the league which starts January 27th at Frontier.

- Childcare Programs Report

Mike reviewed the childcare programs report. He shared that the District held its first Winter Break Camp from Dec 29 -31 and exceeded minimum registration levels for each

day. He said that parents expressed being very appreciative for the service and that they requested additional days of camp be offered during the break as well. He shared that Madeline also organized a parent night out Kids Club event at Running Creek which was a success and that a similar event will be scheduled for Singing Hills as well. Mike then reviewed current registration levels for each Kids Club program. Zac noted that the numbers were a little lower than the previous report and Mike acknowledged that we did see numbers increasing through most of the last semester though they did take a dip as this new semester has started. He said he is not sure why but expects registration to begin growing again in coming weeks as families get back into their school rhythm.

- VIII Executive Session pursuant to Sections 24-6-402(4)a, C.R.S., concerning the potential purchase, acquisition, lease, transfer, or sale of property interest.
Kelly motioned for the Board to enter Executive Session pursuant to Sections 24-6-402(4)a, C.R.S., concerning the potential purchase, acquisition, lease, transfer, or sale of property interest at 8:04pm. Dondi 2nd the motion and all approved.

Kurt made a motion to exit the executive session at 8:21pm. Dondi 2nd the motion and all approved.

- VII Other Matters
No other matters were discussed.

- VIII Adjournment
Kelly made a motion to adjourn the meeting at 8:22pm. Dondi 2nd and all approved.