Elizabeth Park and Recreation District

Regular Meeting of the Board of Directors
MEETING MINUTES

June 16, 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 7:03pm and led the pledge of allegiance. Other Board Members present included Kurt Prinslow, Dondi Connelley, and Zac Craig. Kevin Whitacre with the Elizabeth Stampede was in attendance. Mike Barney and Ryan Staley were present from staff.

II Approval of Minutes – Regular Meeting on May 26, 2026

Dondi made a motion to approve the minutes from May 26, 2026. Zac 2nd the motion and all members approved.

III Approval of Agenda

Dondi made a motion to approve the 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)

Kevin Whitacre with the Elizabeth Stampede provided a summary of the recent event and discussed future potential projects. He reported that the concert was the third most attended concert they have had and that it was a huge success. He said that rodeo events were also well attended though all events did not sell out. He shared that that he believed the new parking plan worked better than anticipated and that while there was some initial criticism seen on social media, they did not receive much negative feedback at all during or after the event from attendees. Dondi shared that the busing also likely helped with long entry lines at the gate and helped to spread entry out.

Kevin expressed appreciation to the Board and district staff for their support and cooperation during the event. Ryan shared that he appreciates the professionalism of the stampede group and that he values the positive relationships that have been built as well as the frequent communication. Zac asked Mike about the parking at Evans and how that went. Mike shared that it went really well and that between Thursday and Friday, the district collected just over $2000 in parking fees that will be used to help support youth sport programming. He said that this could be a good fund raising opportunity for the District going forward, or possibly a fundraising project for a local non-profit partner that could manage the parking operations. Kurt commented that he was at Evans Park prior to the Saturday afternoon rodeo performance and that he observed that things seemed to be working well. He said the parking lot and park grounds seemed to effectively handle all the different activities going on such as the disc-golf tournament and general park visitation for the splashpad.

Zac then asked Kevin about the beer sales and shared that long lines seemed to be a bit of an issue this year. Kevin shared that wi-fi issues necessitated manual credit card entries on Thursday evening and that this caused the long lines. He said that they will continue to assess best practices and logistics for beer / alcohol sales and try to make improvements to enhance the visitor experience.

Dondi shared with Kevin that she had seen some disdain expressed toward the district in social media posts that inferred the district was not supportive of the Stampede and was responsible for moving parking offsite. She said we know that this is not the case and we actually fully support the Stampede though asked if Kevin could help dispel this rumor. Kevin said he will speak with their communications team and assess how they can include future messaging to help show that the district supports the event.

Kurt then asked if there were any future arena improvements being discussed or pursued for next year or beyond. Kevin shared that although he was pulled away from pursuing the long-term use agreement previously discussed for much of this year, he does have a draft and hope to present that to the District for review in coming months. He said he is also looking at a replacement of the west bleachers in the near term and then the east bleachers in the longer term. Kurt asked if the bleachers would be designed as shown in the Casey Jones Park master plan and Kevin said that was indeed the intent. Kurt commented that the storage space and other features that can be incorporated onto the site with the enclosed bleachers approach was important and he was glad to hear that is being pursued. Kevin said that they would likely pursue planning and design over the next year or so and that the cost was expected to be between $1M and $1.5M. He said he will also be working on funding options including seeking grant opportunities, so the bleacher replacement could still be several years away. Zac commented that the existing bleachers could use some work in the meantime and encouraged Kevin to look into adding backing board to help prevent children from possibly falling through any gaps.

The Board thanked Kevin for attending the meeting and providing a summary of the event as well as discussing future plans for the site. Kevin then departed the meeting.

V Continued Business

- Discuss Recreation Center Redesign

Mike asked the Board about their thoughts on the draft MOU that was offered by Performance Services and how they want to proceed in seeking a new recreation center design. He shared that he also spoke with Tim Dolezal with Capital AE earlier in the week.

He explained that Capital AE is not a design / build firm though they stated that they can coordinate and manage an RFP process for design / build services. He explained that Tim informed him that typically it is the builder or general contractor that will respond to the RFP and serve as the lead while bringing on a design firm to work with. Kurt then shared a document with the other board members that described the different approaches the district could take including design / bid / build, construction manager / general contractor (CMGC), and design / build. There was then some general discussion about the different approaches and the pros and cons of each.

Kurt expressed some concern with the scope of a design / build approach and said that it may require the expenditure of more resources than the district needs to use at this point due to the unsurety of a ballot initiative passing next May. He suggested that the real need is to develop a new schematic design to share with residents and include a builder in the process for cost consulting to ensure the designed facility is within the project budget. He shared that he also has some concern that Performance Services does not appear to have any direct recreation center experience. He stated that he believes a CMGC approach may work better for the district. Zac shared that he thought a completed design is needed prior to entering into a CMGC contract. Kurt stated that this is typically true though we can break the contract down into pre-construction services and then the construction phase should the ballot initiative pass. Kelly shared that he defers to Kurt’s opinions on these matters due to his past experience and asked how the board would like to proceed.

Kurt suggested that Mike reach out to Barker Rinker Seacat due to their familiarity with the site and the project and ask if they would be willing to submit a proposal for a redesign of the facility. He expressed that we should require them to also bring on a builder as a cost consultant to ensure the new facility design can be built within the budget expected to be available should voters approve a mill levy increase. He stated that should BRS not be able to take this on and do so at a reasonable cost, we should work with Capital AE to put together an RFP for such proposals. The other board members were in agreement with Kurt’s suggested approach and Mike was directed to reach out to BRS and request a proposal for their review.

Kurt also expressed that Mike should revisit the possibility of annexation of a portion or the entirety of Casey Jones Park with the Town of Elizabeth to understand the process, timeline, and planning that may be needed for connecting a future facility to town infrastructure.

VI New Business

No new business was discussed.

VI Report of Administrator and Staff

- Budget Report

Mike reviewed the budget report. He said that revenues and expenses are tracking as expected and that he had no concerns with anything at this time. He shared that the district currently has $869,496 in its cash accounts and that he expects to finish the year with a balance of $677,861 dependent upon capital expenditures through the rest of the year.

- Maintenance Report

Ryan reviewed the maintenance report. He shared that the crew completed the following projects / tasks over the last month: aeration, thatching, and fertilization of CJ ballfields, prepare park for Stampede, irrigation system repairs, picnic table repairs, installed new screen doors on snack shack in Casey Jones Park, prepped ballfields, and Ryan attended certified playground inspector training. He expressed that the pickleball shelter should be installed and the concrete pad poured by July 10.

- Programs Report

Mike reviewed the programs report. He shared that registration is open for fall flag football and soccer and that registrations are on par with last year to date. He said that there is also a Little Dudes soccer session scheduled for late July which is full. He stated that baseball season is wrapping up this week. Mike shared that adult softball started this past Friday and is full with 10 teams, 2 more than last year. He said registration is open for outdoor volleyball and pickleball currently.

- Childcare Programs Report

Mike reviewed the childcare programs report. He shared that Madeline is working on training staff on parent interactions and youth interventions with staff. He shared the district is sending out a weekly newsletter to parents highlighting the week and previewing the next week. He then shared that Running Creek had 215 registrants and Singing Hills had 278 registrants over the last two weeks, generating over $27K in revenues. He said that before and after school care registration will be opened up in mid-July.

VIII Executive Session pursuant to Sections 24-6-402(4)(f), C.R.S concerning Personnel matters to include the annual performance evaluation for Michael Barney, Executive Director. Dondi made a motion to enter Executive Session pursuant to Sections 24-6-402(4)(f), C.R.S concerning Personnel matters to include the annual performance evaluation for Michael Barney, Executive Director at 8:14pm. Zac 2nd the motion and all approved. Dondi made a motion to exit Executive Session pursuant to Sections 24-6-402(4)(f), C.R.S concerning Personnel matters to include the annual performance evaluation for Michael Barney, Executive Director at 8:44pm. Kurt 2nd the motion and all approved.

IX Other Matters

No other matters were discussed.

X Adjournment

Zac made a motion to adjourn the meeting at 8:45pm. Dondi 2nd and all approved.