Elizabeth Park and Recreation District

Regular Meeting of the Board of Directors
MEETING MINUTES

August 11, 2026 – 7:00 pm

Meeting to be held at:
Park Office – Evans Park
34201 County Rd 17, 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 members present were Kurt Prinslow, Dondo Connelley, Aleta Jeffress, and Zac Craig. Mike Barney was present from staff. Casey Westbrooke and Jeremy were present from Colorado Parks and Wildlife. Ryan McKenna, Elly Marquez, Theresa Gargan, and two other individuals from the public were also present.

II Approval of Minutes – Work Session on July 21, 2026 and Regular Meeting on July 21, 2026
Kelly made a motion to approve the minutes from the work session and the regular meeting on July 21, 2026. Aleta 2nd and all approved.

III Approval of Agenda
Kelly made a motion to approve the agenda. Zac 2nd 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)
- Proposal from Elly Marquez to develop community nature play space in Casey Jones Park

Mike introduced Elly Marquez as a district resident and instructor of the district's Little Dudes soccer program. He shared that she was interested in talking with the board about a proposal to develop a new play feature for youth within Casey Jones Park. Elly then shared and presented a proposal to purchase some toy kitchen type playsets and other elements themed around natural play to set up near the hiking trail. She said the area would be called "The Gathering Grove" and that she and her group were committed to providing the funds and labor to get everything set up, asking only that the district provide the space. She said the area would also need some signage. Elly stated that she proposes the project move forward on a trial basis for a year to see if it is sustainable. Kelly expressed some concern about the durability of the proposed play elements and how they may stand up to weather and potential rough play or vandalism. Elly stated that the individual elements are not that expensive and can be replaced as needed and noted that the trial period will let us know whether the elements will hold up and whether they will be vandalized.

Kurt asked where the elements would be situated and Elly offered two potential locations. She thought that locating the elements near one of the two trailheads would be best. There was some general discussion and it was agreed by all that it would be best to locate it near the southeast trailhead close to the playground.

All board members expressed support for Elly's proposal and Mike was directed to work with Elly to confirm the specific project site and move things forward. The board and Elly agreed to monitor the installation once set up and continually assess how things go. The board thanked Elly for her efforts to provide additional play opportunities for local youth within the park and said they look forward to hearing how the project goes and how youth engage with it.

Casey Westbrooke then addressed the board and requested continued participation in the deer management program. He said the local population is holding fairly steady though has reached the upper limit of the desired herd size of 75. Kelly asked about the size of the area that is included and Casey reported that it centers around the town but extends up and down county roads 17 and 21 as well as 13 to some degree. Kelly then asked if there were any public interactions within the parks last year and Jeremy said that there were two incidences. He stated that in both instances, once the program participant explained who they were and what was occurring, the member of the public understood and did not have further concerns. He then noted that they do plan to have program participants wear logoed attire going forward so they can provide some assurance to park users they may encounter. Zac asked what the timeline for the program was and Casey stated that it starts on October 1 and runs through December 31st. The board then expressed full agreement to continue collaborating with Colorado Parks and Wildlife on the deer management program within the parks.

Ryan McKenna addressed the board next and shared a plan showing the desired layout of a bike course that could be situated in Cimarron Park. He explained that it included a track like layout with jumps and berms for e-bikes. Ryan expressed that he is requesting that the district pay for the dirt / clay that will be needed and that his group will donate the labor. He expressed that he believed it could also be used by traditional mountain bikes. Mike asked for clarification on that statement and questioned whether Ryan was envisioning a facility being built for motorized vehicles or bicycles. Mike commented that e-bike is a very broad category and suggested that many people mistakenly include electric motorcycles in the category. He explained that just because it may have an electric motor, it does not become a bicycle and noted that many models do not even have pedals which clearly makes them an electric motorbike. Mike then expressed that he has been to many bike parks and some do allow some types of e-bikes but noted that he has not been to any that permit electric motorcycles. He advised the board that if a facility is to be built, it is important to clarify which types of bikes will be permitted to use it and include on-site signage that notifies users. He said that some enforcement of the rules will also likely be required.

Mike stated that he also needs to check with legal counsel as well as the district's liability insurance provider to fully understand any liability coverage concerns associated with owning and managing such a facility, though said he believed it would be very similar to the skatepark and should not be an issue. He then shared that the district should also reach out to Cimarron residents to understand any concerns they may have with a bike park being developed on the site before proceeding.

Mike said that he will report back to the board on any potential liability concerns and continue to take this proposal one step at a time.

Theresa Gargan then introduced herself to the board as a resident of the district. She said that she wanted to express her support for a community recreation center and encouraged the board to ensure that it is designed to be a place for everybody, specifically including the senior population in the community. She said such a facility is a great need in the community. The board thanked Theresa for attending the meeting and sharing her thoughts with the board and encouraged her to stay engaged with the project as things move forward.

V Continued Business

- Recreation Center Redesign Project Update

Mike shared that he is holding meetings with the rec center advocates group on Aug 12th and 27th to lock down the programming for the proposed facility. He said that he will then meet with the project team in early September to relay the input from the citizen group so that they can begin defining the elements to be included.

VI New Business

- Discuss District Overlap Consent Requests from Blue Sky Ranch and The Ridge at Spring Valley

Mike shared that he has received two district overlap consent agreement requests over the last month from special districts that want to include park and recreation services within their service plans. He said the first was from Blue Sky Ranch and the second was from The Ridge at Spring Valley. He reported that he shared a draft agreement with the Blue Sky Ranch group that listed the desired development fee per home as $2141 with an additional upfront payment of $70,197. He said that the $2141 figure is what was proposed to EC West / Cresence and is calculated as a percentage of the total development costs for the proposed development of the regional park site in the northern part of the district based upon the number of residential units that have been approved. He shared that the $70,197 up front fee is similarly based on the number of approved homes in the northern part of the district and will be used to pay for park site planning and engineering costs.

Kurt requested that Mike also look at the Estates at Cypress Ridge to determine if they plan to have a special district which includes park and recreation within its service plan. Mike said that he would do so and report back.

Zac asked if the district should consider conducting a new fee study based on current conditions. Kelly responded that he believed that the fees currently being requested are appropriate based on the previous study's findings, the current economic conditions, inflation over time since the study was completed, and the costs to develop the regional park that will primarily serve these new homes being built. There was some general discussion by the board and they expressed agreement that a new fee study was not needed at this time.

VI Report of Administrator and Staff

- Budget Report

Mike reviewed the budget report. He shared that he expects to meet revenue projections for the General Fund and that expenses are generally tracking as expected. He said he is less optimistic that the Enterprise Fund will meet revenue projections as camping revenues continue to trend lower, though he added that programs appear that they may exceed projections and bridge the gap. Aleta asked about the payroll line item in the Enterprise Fund as the balance was shown to be 39% though the district has almost half the year remaining. Mike shared that the spending in this line item is much more during the summer due to day camp staffing, so this line item cannot be viewed as evenly spread thought the year. He stated that the remaining payroll expenses for the year should be more than sufficient to remain within the allocated budget. Mike then shared that the district currently has $1,113.496 in its cash accounts and that he projects the year end balance to be about $668K dependent upon the degree of capital spending the board decides to expend.

- Maintenance Report

Mike reviewed the maintenance report. He shared that the maintenance team had completed the following tasks / projects since the last meeting: started laying out and painting sports fields for the fall season, sprayed for weeds in native areas, applied soil conditioners on athletic fields, repositioned the pond aerators, aerated fields, completed sprinkler repairs, added coloring to pond to deter algae growth, assisted resident with rebuilding the halfpipe in the skatepark, and completed regular mowing and trimming. He then shared that the splashpad will remain open as long as the weather permits and annual operational supplies last. He said they always try to keep it open as late as possible but noted that temps always seem to drop off pretty quickly after Labor Day and the water temp just gets too cold.

- Programs Report

Mike reviewed the programs report. He shared that the district had over 280 youth register for fall sports and this may be one of the largest seasons the district has had in recent years. He said Rebecca was still actively recruiting coaches and that there were 7 flag football teams without a coach. He stated that unfortunately, the youth on these teams may not be able to play if coaches are not found as the district does not have the human resources to coach these teams with current staff. Aleta then suggested posting a notice on social media feeds to try and recruit volunteers as well as using the digital display board. The other board members agreed that this effort was worthwhile, and Mike stated that he would coordinate that effort with staff. He then commented that the district has not had to cancel any teams due to lacking a coach since his and Rebecca's time with the district and he hoped that this would not be the first.

- Childcare Programs Report

Mike shared that summer day camp wrapped up on August 7^{th} and that the program successfully provided care to over 2500 attendees through the 10 weeks with no significant incidents or injuries to youth / staff. He said the program exceeded participation and revenue projections and was a tremendous success. Mike also expressed an appreciation for the Kids Club leadership and staff for making the program such a success.

Mike then shared that enrollment for before and after school care starting on August 17^{th} is really low and that he is a bit concerned. He noted that total student enrollment at Running Creek had dropped to under 180 and said this would very likely have an impact on program participation.

VII Other Matters

The Board revisited the topic of the proposal from Ryan McKenna to build a bike park. Mike expressed some concern that Cimarron residents may not support the use of the community open space for this purpose and asked the Board if they would consider Casey Jones Park as an alternative location. He suggested that the area of the park west of the pavilion along Highway 86 that was designated as a potential area for the Homestead group in the master plan could work well and be more accessible for youth than Cimarron. He noted that the Homestead group concept never really developed and that this space previously housed the old BMX track. He shared that the space may be smaller than what is available at Cimarron, but he said it should be sufficient to develop a bike park. The Board acknowledged that getting support from the Cimarron residents could be challenging as they have expressed opposition to a previous proposal to enhance and program the site. The board also expressed general support for assessing the suggested Casey Jones Park location. Mike suggested that the location does not need to be locked down today and that the district take one step at a time. He said he would follow up on assessing the liability concerns first and if those can be successfully alleviated, they can then move to identifying the best location.

VIII Adjournment

Dondi made a motion to adjourn the meeting at 9:08pm. Zac 2^{nd} and all approved.