

Elizabeth Park and Recreation District

Regular Meeting of the Board of Directors MEETING MINUTES

September 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, Aleta Jeffress, and Zac Craig. Mike Barney and Madeline Dennis were present from staff. Public attendees included John Schar (Eagle Scout candidate) and his mother, Melvin Eyestone, and Angela Priest.
- II Approval of Minutes – Regular Meeting on August 11, 2026
Kurt made a motion to approve the minutes from the meeting on August 11, 2026 and Zac 2nd. All approved.
- III Approval of Agenda
Kelly made a motion to approve the agenda and Dondi 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)
 - Request from Kate Smith to place vending machine in Evans Park
Mike shared that he had received a request from Kate Smith, a local resident, to place a vending machine within Evans Park. He asked the board about their thoughts on the request and whether they wanted to consider the proposal. Kelly asked what she had offered the district in return for allowing her to operate the vending machine in the park. Zac commented that electricity costs would need to be paid at a minimum and that the district should also earn some share of revenues. Mike shared that Kate had not specified any fees to be paid to the district in her initial inquiry and that he wanted to hear from the board on what they would expect before discussing that with her. The board had some general discussion and then unanimously expressed that they are supportive of allowing Kate to place a machine in the park provided that a satisfactory revenue sharing agreement be established or monthly fee set, that the district be free from all liability related to the vending machine, that contact information be posted on the machine for patrons that experience any issues, and that the machine be vandal resistant and designed for outdoor use. Mike stated that he would follow up with Kate on these matters and report back.
 - Request from Eagle Scout candidate John Schar to build fishing pier at Dragonfly Pond

John Schar introduced himself to the board as a local Eagle Scout candidate and said he is requesting approval to build a fishing pier at Dragon Fly Pond in Evans Park. He explained that his father and others in the community with mobility challenges are often unable to access the pond for fishing and that an ADA accessible pier would provide them the opportunity to fish in the pond. Kelly asked John some questions about his scouting experience and congratulated him on his achievements and for seeking to become an Eagle Scout. He also thanked John for thinking about the district for his Eagle Scout project. Mike shared that he and Ryan had talked about the project a little and that they both thought the project was feasible but that there were some conditions that impact how the project can be completed. He explained that the pond is used for irrigation of Evans Park and as such the level fluctuates constantly. He also shared that due to the pond liner, the pier cannot have any footings and that a floating pier would likely be needed. Kelly asked John if he had developed a design for the pier and John shared a diagram with the board that showed a paddle shaped pier that would extend approximately 8 feet from the shore into the pond and would be 4 feet wide. Kurt asked where it would be located and accessed and John explained that it would be located near the bridge and that people would access the pier via a ramp that extended from the sidewalk. Kurt noted that the ramp will need to be hinged to accommodate changing water levels. Zac asked about the framing material for the pier and stated that we need to consider any potential chemical reactions with metals as the pond is chemically treated at times. He noted that use of copper sulfate for algae treatment could potentially cause damage to aluminum framing. Kurt noted that the design John had shared did not show any railings and asked if he intended the pier to have railings. Other board members expressed some concern as well and all agreed that there would need to be railings on the pier to minimize risk. John stated that he would include railings as needed for safety and accessibility guidelines. Kurt then asked how long the project may take and John reported that he and a crew of fellow scouts would likely complete the installation in 4-5 hours. Kelly asked when John wanted to do the project and he responded that he would like to install it next summer. Kelly then asked that John reach out to Casey Westbrook with Colorado Parks and Wildlife as they regularly stock the pond and ensure there are no issues from their perspective. Kelly also suggested that Casey may have some helpful information or resources that could assist with the project. The Board then expressed unanimous support for the project and directed Mike to work with John to resolve all the concerns mentioned. Kelly then asked John to come back to the board once a final design is completed so that they can review it and grant final approval. John and his mother then thanked the board and both departed the meeting.

Kelly then asked if there was any additional citizen comment. Melvin Eyestone and Angela Priest then introduced themselves as district residents and as being involved with the disc golf course. Melvin shared that they were attending to learn more about the board and that he or Angela may have an interest in seeking a board position in the future. Melvin then shared that he is organizing an evening event on October 17th on the disc golf course and noted that the Prickly Pines Disc Golf Course is now the 7th most-highly rated course in the state. Kelly thanked Melvin and Angela for attending the meeting and having an interest in the district. Mike commented that attending a meeting is the best first step in learning what

the board does and assessing opportunities to run for a seat. He shared that the next board election will be in May of 2027.

V Continued Business

- Recreation Center Redesign Project Update

Mike shared that the hope was that the board could lock down the program elements this evening and that he would then report back to the design team early next week so that they can begin developing conceptual design for the facility. Kurt asked about building types and whether the design team was assessing sprung structures as a less costly option or whether the costs being shown with each option were based on a metal / masonry building type. Mike said that he would ensure the team look at sprung structures and determine if that is a viable and cost saving option for any portions of the building. Kurt referenced the Miller pool complex as an example of a sprung structure for an aquatics facility.

Mike then reviewed each option with the board and facilitated some general discussion on the desired elements for the facility. He shared that option B was the closest to the target budget and was 15,500 square feet in size. He explained that this option includes aquatics and a small multi-purpose room of 720 sq ft and all of the admin, mechanical, storage, and locker room spaces needed for a facility. He said it did not include any fitness elements nor a gym. Kelly asked if the board was to select one of the provided options or if they can select elements from all the options to capture the program they want the facility to include. Mike said that ultimately, it is entirely the board's decision on what they want included in the design, so he encouraged them to take the time needed and ensure that they receive a facility design that meets their expectations. He did note that the budget severely limits what elements can be included in the design and that it appears the district may not be able to afford adding many other elements. Dondi noted that Option B did not include a gym and expressed that she believes a gym is an essential element that she would place above fitness. Kurt asked Dondi what size gym she felt is needed, and she said an elementary school full-court sized gym at a minimum. Mike acknowledged that a gym was consistently the second or third most desired feature as expressed by residents, but noted that when budget was considered, the most recent focus groups recommended it be a future addition. Kelly expressed that he agreed with Dondi and prioritized the gym over fitness and noted that there are three private gyms in town that provide this service while more gymnasium space is a significant need that is limiting the district's programming. Zac stated that he feels that some fitness space and resources are an essential part of a recreation center and that some fitness space should also be included.

The board discussed aquatics as the amenity expressed most desirable by residents. Kurt asked Mike about the difference in the terms "shallow water", "program water", and "social water" as used within the options provided by the design team. Mike said that he believed "shallow water" referred to the zero-entry leisure pool and acknowledged that he was unsure of the difference between "program water" and "social water" but added that he would find out and report back. There was then some general discussion about the desired aquatics features that should be included and the appropriate size and portion of overall budget. The board came to full agreement that the general aquatics layout shown in option

B showing two lap lanes, a zero-entry leisure pool, and a program / social pool was preferred. Kelly commented that he would like to see a little larger aquatics footprint for the facility and suggested we target 9,000 square feet for the natatorium to include deck space.

Mike then presented program / meeting space as the next most desired element for the facility based on input from the recent focus group meetings with resident advocates for the facility. He noted that this group, like Zac expressed, felt fitness was an essential aspect of a rec center and should be included in an initial phase. Dondi questioned the size of the administrative space in the programs presented and asked if it could be reduced to provide some fitness space. She recommended that most district administrative functions remain at Evans Park. Mike said that there will still be some need for desks / office space in the rec center for staff that will be dedicated to the facility but noted that he would identify the minimum space needed and instruct the design team of the district's desire to reduce the square footage dedicated to administrative space.

Mike then stated that he has come to view the desired fitness space as including primarily functional fitness type equipment such as kettlebells, balance devices, stretch bands, dumbbells, a power rack and similar equipment that could be used in an open area. He said some free weight stations should also be a part of the fitness area but that he did not believe a full set of weight / nautilus type machines was going to be possible. He suggested that 10-12 pieces of cardio equipment be placed in pockets within the lobby or hallways to maximize the dedicated fitness floor space. The board was in full agreement and suggested that the fitness area consist of an open area of about 1800 square feet with the potential for future expansion.

The board then discussed the multi-purpose room / space needed to support programming, meetings, and events and determined that it should be at least 800 square feet and have the potential to be divided into 2 spaces when needed.

Mike then presented option D which showed a recreation center being combined with a senior center. He said that if the town was amenable to developing their proposed senior center as a component of the recreation center, it would increase economies of scale and reduce overall costs from constructing two separate facilities. He shared that he had talked with Mayor Ternus and a couple of the Town Trustees who have shared some input and expressed that they are interested in reviewing any proposals and assessing the viability of a combined rec center and senior center. He stated that based on input he has heard, he believes Town Trustees would want to ensure that the senior center space is solely dedicated to the senior population and that it be available to them during the times they would want to be there. Mike noted that option D shows the senior center at 13,300 square feet which is probably twice the size that is needed. He stated that the senior center should include a lounge area of about 500 square feet, a multi-purpose room of at least 800 square feet that can be divided into 2 spaces as needed, a commercial kitchen, a small office, restrooms, and a small health / medical room for visiting nurse type services. Kurt suggested that Mike review the town's report on the senior center to ensure all stated

needs are addressed and Mike stated that he would do so. Kelly suggested that the senior center multi-purpose room be located within the facility so as to allow for it to be combined with the multi-purpose space in the recreation center wing as one big space for large events.

The Board expressed full agreement that a combined recreation center and senior center as described in option D would be the best option for the community and provide the most benefit to residents if the town is supportive. Mike shared that there is a Town Trustee election in November and that he has been questioning whether to wait until after the election to bring the proposal before the Trustees with a schematic design and cost projection, or to go ahead and get on an agenda now to at least get current / returning Trustees to begin considering it. The Board had some discussion and directed Mike to go ahead and brief the Trustees on the project as he is able and then to go back in November once the schematic design and cost projections are available to do a more formal presentation.

- Discuss District Overlap Consent Requests

Mike shared that Blue Sky Ranch has indicated that they want to proceed with the proposed district overlap consent agreement and that the board could approve a resolution stating as such later in the meeting if they approve.

He then confirmed that the Estates at Cypress Ridge would also be seeking a district overlap consent agreement. He asked the Board how they wanted to determine the amount to assess for development fees. Kurt stated that the fees should be the same as those established for Blue Sky Ranch and that these fees should be allocated toward the development of athletic amenities and other improvements at Cimarron Park as proposed in the PROST master plan. The other members expressed agreement and Mike stated that he would prepare a draft and have it ready when discussions begin with the developer.

- Discuss Bike Park Proposal from Ryan McKenna

Mike stated that after assessing liability concerns with legal counsel and the district's insurance provider, the district can certainly proceed with developing a bike park. He noted however that the bike park should not be open to motorized vehicles as is the case with all other bike parks that he has visited or researched. He said that some bike parks do permit class 1 e-bikes and explained that this class is limited to pedal assist motors capped at 20mph without a throttle though he could not find any bike parks that permitted e-bikes above class 1 or e-motos. The board had some general discussion and was in full agreement that if a bike park was to be built, it would need to be limited to traditional bicycles and class 1 e-bikes and that staff would need to develop signage and conduct some monitoring of the facility to enforce the rules. Mike then proposed that the board consider locating the proposed facility at Casey Jones Park in the area where a BMX track existed in the past. He explained that residents in Cimarron may not all be amenable to a bike park being developed within the neighborhood and that accessing the site could also present challenges for local youth. He said he did notify Ryan McKenna of the proposed

location change and that Ryan supported the change. Kurt noted that the PROST master plan calls for other types of needed improvements within Cimarron Park and said he preferred Casey Jones Park as a location for a bike park. Zac asked how the bike park may impact Stampede activities if located in Casey Jones Park and Mike said that he did not believe there would be a significant impact to their event or operations. He said that their use of park space in that area will certainly be considered in the design however so as to proactively minimize any impact to the Stampede's operations on site. The board then expressed full agreement that Casey Jones Park was the preferred location if a bike park is to be developed.

Kelly expressed that he does have some concern that Ryan McKenna is envisioning a facility that can be used by a variety of e-bikes and even e-motos, and that if it is limited to traditional bikes and class 1 e-bikes, he may no longer be interested in building the bike park. He stated that he felt it is important to clarify these limitations with Ryan and provide him an opportunity to withdraw his proposal if that is the case. The other board members expressed agreement and Mike was directed to contact Ryan McKenna to explain the limitations and ensure that he still wants to pursue the project.

VI New Business

- Discuss Tree / Forestry Preservation Plan

Mike shared that he had recently been contacted by Ron Hildebrand of Shady Tree and that Ron expressed concern about beetle activity in the trees around the pavilion. He said he then invited Shady Tree to submit a proposal with recommendations for addressing the issues. He said that Ryan also contacted two other tree contractors, Davey Tree and Nelson Forestry to have them assess the issue and provide proposals for trying to protect the trees from beetles. Mike stated that he believed the forest within the parks are a critical community resource that warranted efforts to preserve it. The board expressed full agreement that the district should assess, implement, and fund a tree preservation program. Mike stated that he and Ryan are recommending that the district select the proposal from Nelson Forestry and proceed with the application of insecticide as soon as possible. He explained that based on the advice of all three proposals, September and April are the most critical times of the year to treat the trees for beetles. He said that the cost for treating the trees around the southern portion of Casey Jones Park and the forest in Evans Park was about \$5000. Kelly asked for clarification if this \$5000 cost would need to be incurred twice per year going forward and Mike suggested that this be the case. He said that he would build the annual \$10,000 expense into the budget for 2027 and beyond and that while not budgeted for 2026, he could cover the cost through other budget savings. Kurt asked if any assessment was done on the forest in the northern section of Casey Jones Park and whether this area should also be included. Mike said that the area of focus for the current proposals was really around the pavilion and campground and disc-golf course though acknowledged that the majority of the tree canopy is in that northern section of Casey Jones Park. He explained that since this area is over 40-acres and includes thousands of trees, he was not sure the district had the financial resources to treat that many trees. Kurt then advised that the district should have Nelson Forestry look at the trees in that area as well and determine if the district should have concerns at this time or take

any action. Mike stated that he would do so and would follow up with the board once he heard back from them.

Kelly then proposed that the district move forward with the September treatment as soon as possible and that future tree preservation costs be built into the 2027 budget. All other board members expressed agreement.

- Discuss 2027 Capital Projects

Mike asked that board members consider capital projects and purchases that they may want to see the district pursue in 2027 and forward their thoughts to him within the next couple weeks as he continues developing the 2027 budget. He said that he did not have a long list at this time and that he believed most capital outlay for next year would be related to the rec center project. Dondi noted that debt payments need to also be included within this line item and Mike confirmed that this totaled \$317K. Kurt asked if concrete replacement at Evans Park should be continued for 2027 and Mike commented that he believes some funding should again be included as there are still some areas that should be addressed. He shared that there also seems to be some shifting of concrete panels that occur each year after the winter, so an assessment of all concrete is completed each spring to identify and prioritize needed repairs and replacement.

- Review 2027 Proposed Fees and Charges Schedule

Mike presented his recommendations for the 2027 district fees and charges schedule. He stated that based on steadily increasing demand, he would like to increase pavilion permit fees by \$5/hr for district residents and \$10/hr for non-residents. Aleta asked what the fee was per hour and Mike shared that district residents currently pay \$15/hr on weekdays and \$30/hr on weekends while non-residents pay \$20 and \$35 respectively. Aleta commented that the proposed fees still seemed low and that she felt the increase was appropriate.

Mike then shared that he is also proposing an increase of \$5 for non-resident permitting of athletic fields and park shelters / picnic areas across the board. He explained that as demand grows, he felt it was appropriate to charge more from non-resident users and provide a greater benefit to residents.

Mike also proposed that the district add a 25% premium on all non-resident program registration fees except for childcare programs for which fees are often capped by the state. He stated that as non-resident participation in programs continues to grow, he believes that ensuring these non-residents assist in funding the indirect costs of program expenses is important. He explained that presently, program fees are based on direct program expenses such as uniforms, officials, and awards and that all indirect expenses such as field preparation and maintenance and program administration are paid by residents through their taxes. He stated that the 25% non-resident premium for program fees will help ensure indirect program expenses are shared by all program participants.

Kelly recommended that the board approve the 2027 fees and charges schedule as presented by Mike and all board members expressed agreement.

VII Legislative Matters

- Resolution to Approve Blue Sky Ranch Metro District Overlap Consent

Mike presented a prepared resolution for the board and asked if the board wanted to vote on approval. Kurt noted that the resolution stated that the district would assess a development fee for each building permit issued and proposed that this be edited to read, "... per each residential unit".

Kurt then made a motion for the board to adopt Resolution 2026-02 with the change in language regarding use of the term " per residential unit" in place of "per building permit issued". Aleta 2nd the motion and all approved Resolution 2026-02. Mike stated that he would have an edited copy of the resolution available at the office for Kelly and Dondi to stop by and sign anytime after 10am tomorrow. He noted that he would also work with Blue Sky Ranch to execute the overlap consent agreement.

VIII Report of Administrator and Staff

- Budget Report

Mike reviewed the budget report and said that things are generally tracking as expected and that he does not have any significant concerns at this time. He shared that the district had \$1,048,791 in its cash accounts as of September 10th and that he expects the balance to be about \$670K at year end, dependent upon remaining capital expenditures.

- Maintenance Report

Mike reviewed the maintenance report. He shared that over the last month, the crew had built fields for fall sports, installed a new compressor for the pond aerator, serviced equipment, installed a solar light at the dog park, assisted with setting up the Gathering Grove, completed routine mowing and trimming, repaired water line leaks, and other tasks.

- Programs Report

Mike reviewed the programs report. He shared that fall sports are about half-way through their season and that everything was going really well to date and weather has been cooperative. He reported that cost recovery for soccer is 146% and that for flag football is 173%, with 150% being the target for youth programs. He shared that basketball registration is now underway and that the season will start in early January. He shared that the adult flag football tournament will be held on November 7th and that registration for adult indoor volleyball will begin in November.

- Childcare Programs Report

Mike then invited Madeline Dennis, Childcare Programs Coordinator, to present the childcare programs report. Madeline introduced herself and then provided current participation levels for Kids Club programs. She shared that over the last month, Singing Hills was averaging 84 youth per week for after school and 19 per week for before school

care and that Running Creek was averaging 38 for after school. She said there have not been any registrations for before school care at Running Creek since the first week of school. She also shared that she has coordinated full-day care on September 25th at Running Creek for the teacher in-service day, and that fall break camps are being offered at both schools from October 12-16.

Dondi asked Madeline how the board can be supportive of her and the Childcare Programs division. Madeline replied that she does feel supported and thanked the board for the opportunity to lead the district's childcare programming. Dondi then asked about staffing levels for childcare programming and whether Madeline had sufficient human resources needed to facilitate all the programs. Madeline responded that she believed she currently has sufficient staffing and recognized their efforts in making the programs successful.

The board collectively thanked Madeline for her commitment and efforts to serve local families with quality childcare services and for being a part of the district team. Madeline thanked the board for the opportunity and expressed that she loves her job and is happy to be working within the community where she lives.

IX Other Matters

No other matters were discussed.

X Adjournment

Zac made a motion to adjourn the meeting at 9:25pm. Kurt 2nd and all approved.