Elizabeth Park & Rec

Regular Meeting of the Board

May 17th, 2022

I. Call to Order 7:00pm /Roll Call JC Cook, Kelly Moffatt, Dondi Connelley, Kurt Prinslow Others: Mike Barney, Bill Mock, Tammy Campbell, Ryan Staley/Pledge of Alligiance

II. Approval of Minutes – Regular Meeting on April 19, 2022 – Kelly makes a motion to approve the minutes, Kurt 2nds, all in favor.

III. Approval of Agenda – Mike asks to add an update on the disc golf course under Other Matters - Kelly makes a motion to approve the agenda, , with that addition, Kurt 2nds, all in favor.

IV. Board of Director Elections

-Swearing in of Elected Directors, oaths of office – Kurt takes his oath of office and signs the oath.

-Vacant board member position – Board had some discussion with JC regarding his interest to continue as a board member and ability to commit to attending meetings. JC expressed a desire to stay on and continue working toward District goals the Board has established. Kelly makes the motion to appoint JC Cook to vacant board position for a 3-year term and keep the board chairs the same with JC as President, Kelly as VP, Dondi as Secretary, and Doug as Treasurer, Kurt 2nds, all in favor.

V. Communications to the Board

-Citizen Comment - none

VI. Continued Business

-Campground Enhancement Grant Modification Request with GOCO – Mike reported that GOCO did give approval for using a portion of the awarded grant funds for improvements to the existing campground, which will add a few sites and add hook ups to the sites, improve roadways, site pads, and entrance. Has to be scaled back $183,000 projected costs, GOCO will give $97,000. Mike talked to an engineering consultant and it will be about $3,000 in engineering fees, county is on board and expressed desire to assist in facilitating permit review and approval in a timely fashion.

VII. New Business

-Post-Election Analysis & Discussion – there were 5,032 total votes cast. 71.5% voted no and 28.5% voted yes. Board discussed concerns expressed by residents regarding the ballot initiative including the ballot question wording, the lack of a sunset, the amount of the tax increase, and other factors. Board expressed desire to put together a committee to talk about the project and facilitate a coordinated campaign if it is to be pursued again. Next time Board wants to keep the focus on just the rec center and not include other elements of the master plan. Will discuss asking voters again next May.

-Revision of 2022 Capital Improvement Plan - $110,000 now not allocated to anything since the rec center didn’t pass. $350,000 for campground is now $88,000. So we have some available funds to use for other projects. Board can think about this and allocate funds for other projects or reserve the funds for future CIP projects beyond 2022. Dondi asked about lights at Casey Jones Park ballfields and whether that can be addressed. Mike shared that we will soon be receiving proposals for a couple options from C&R Electric who was just out to inspect the lighting system and assess what can be done to improve the situation. He will share proposals with the Board for review when we receive them.

VIII. Legislative Matters

IV. Report of Administrator & Staff

-Budget Report – 50% of revenue in tax funds have been received. Payroll numbers are tracking a little higher than expected because of recent payout for banked paid time off (PTO) related to recent departure of the Parks Manager. All other expenses in general and enterprise fund are tracking as expected. Current cash balance is just under $1M and projected cash balance on 1-1-23 is $623,511.

-Maintenance Report – bunker rake is down and needs to be retired due to a blown engine rod, looking into getting a used one. Cleaned and repaired splash pad for memorial weekend official opening, operating intermittently now as weather allows. installed dog waste station at the pavilion, normal maintenance duties continue with turf maintenance being the focus. Found a contact to assess our options for repairing the lights at CJ and will be receiving proposals soon.

-Programs & Special Events Report – Robert new site supervisor is helping on weekends. Spring soccer has concluded and it was a success. Baseball is underway with 143 registered for t-ball and rookies, 2 majors and 1 minors team. Franktown team also registered for our league again this year. Registration is open soon for youth fall soccer and flag football. Adult sports registration is open for slow pitch, 6 teams registered, hoping for at least 8. Upcoming adult sports season will be 4v4 outdoor volleyball. Registration is open for paint and sip class. Summer art camp registration open and Missoula Theatre – Frog Prince. Zumba and Yoga still ongoing.

X. Executive Session pursuant to Sections 24-6-402, concerning personnel matters to include the annual performance evaluation for the executive director and the recruitment process to fill the parks manager & administrative assistant positions. – Kelly makes a motion to go into executive session 7:52pm, Kurt 2nds, all in favor. Kelly makes a motion to come out of executive session at 8:31pm, Kurt 2nds, all in favor.

XI. Other Matters

- tree sales program – Board decided to continue tree sales in Casey Jones Park in an effort to thin certain areas to improve overall forest health. Kurt asked about the possibility of partnering with CSU Extension or another agency to assist us in assessing forest health and developing plans to mitigate drought and beetle related risks. Mike shared that he recently met with Ron from Shady Tree about the disc golf course area and tree health and would share more while discussing the next agenda item.

- disc golf course – Mike shared that a resident reported concerns with trees being damaged by discs in the disc golf course area of the park and that he had a tree professional assess the situation. It was found that the discs are damaging some of the trees, and that efforts will be needed to protect them if the disc golf course is going to continue to be used. He shared that the current drought conditions have really stressed the trees and they are especially vulnerable to the damage the discs are causing to the bark. He shared that in order to protect the trees and save the course, will need to put some sort of ribs or other protection up for the trees that are getting damaged. The Board agreed that protecting the health of the trees is the top priority and directed Mike to extend the course closure and assess options.

- CJ Rezone/PUD – Kurt asked about the Casey Jones Park PUD and rezone applications that were near submittal and how we would move forward on improving the existing campground. He asked if a full special use by review process is needed or if there is an avenue to hasten the review process for the improvements. Mike stated he would follow up with the County Planning team and ensure we take the most efficient path to receive any needed approvals for the proposed improvements.

Kurt asked about impact fees and how we can work more closely with developers in planning and securing park and recreation infrastructure / amenities for the community. Mike explained that developers are not currently required to pay the District any impact / development fees, though a discussion with County Commissioners on this topic could be pursued. It was expressed that the District should increase its efforts to proactively reach out to developers earlier in the planning stages and have a stronger voice in the planning / development of all park and recreation amenities within the District.

XII. Adjournment – Kelly makes a motion to adjourn at 9:25pm, Kurt 2nds.