Elizabeth Park & Rec

Regular Meeting of the Board of Directors 4-19-2022

CJ Pavilion

I. Call to Order 7:04pm/Roll Call Kurt Prinslow, Doug Severinsen, JC Cook, Dondi Connelley, Kelly Moffatt Others: Mike Barney, Kevin Kimball (Auditor with the Adams Group), and approximately 30 attendees from the public- Pledge of Allegiance

II. Approval of Minutes – March 15, 2022 – Kelly Moffatt makes a motion to approve the minutes, Doug 2nds, all in favor.

III. Approval of Agenda – JC Cook makes a motion to move the audit presentation ahead of the public comment period. Doug makes a motion to approve the agenda as amended and Kelly 2nds, all in favor.

IV. Communications to the Board – Kevin Kimball, with the Adams Group was introduced by Mike Barney and then provided a brief audit report presentation to the Board. He began by congratulating the District for a clean opinion for 3 consecutive years. He discussed the audit procedure, audit adjustments that were made, discussed recommendations for the incorporation of best practices within the District’s accounting procedures, and discussed the needed budget amendment for the Enterprise Fund, due to an over expenditure related to utility costs being paid from the Enterprise Fund instead of the General Fund. He expressed that no red flags were identified during the audit. He then asked the Board if they had any questions, and encouraged them to contact him should any questions arise as they continue to review the final audit reports which will be forwarded in coming days. The Board had no immediate questions and thanked Kevin for his work on the audit.

JC Cook then addressed the meeting attendees from the public and thanked them for their interest in the District’s matters and for attending the meeting. He acknowledged some concerns within the community regarding the current election and asked for everyone to be respectful as the Board listens to their input and feedback. He then stated that everyone that wants to speak will have an opportunity to do so for a 3-minute period. Lisanne Hewell, Forest Park, asked if any information could be provided on Board Member candidate Kurt Prinslow. Kurt introduced himself and shared that he has been serving on the Board as an appointee since May of 2021 and is interested in staying on the Board for a full-term. He shared that his name is misspelled on the actual ballot and that it has led to some confusion. Belinda Seville, Bonne Ridge, addressed the Board and expressed concerns that she believes the Board is being influenced by developers and special interest groups and encouraged the Board to be independent of these interests and demand more support from developers for funding park system infrastructure. She also requested that the District do a better job of explaining the progression of the master plan, actual costs, and how improvements will be funded. JC and Kelly clarified that the District does currently collect impact fees from some developments within the community including Independence, Spring Valley, and Gold Creek and that the District will continue to pursue contributions from developers in the community. Lisa Basatta, Bonnie Ridge, cautioned the Board about increasing property taxes and the challenges for some community members of increasing costs overall. Jo Kelly, Bonnie Ridge, addressed meeting attendees and expressed that the master plan is long-term vision for the park and not something the District is trying to fund at one time. She stated she supports the District’s plans and the direction things are going. JC confirmed that the master plan is a long-term document meant to guide the development of the park site, and that the current focus of the Board is on building the recreation center for the community. Kelly also expressed that the recreation center is the top priority for the Board and that he hopes the community understands the need for a master plan. JC then addressed the attendees and stated that he wanted to dispel a rumor he had read on Nextdoor that accuses Board Members of having personal financial interest in or connections to community development or the potential construction of a recreation center. He clarified that no Board Members are developers or construction contractors and that each of them are just individuals with families that want to help improve the community. Alana Wolner asked if Mike could explain the process for how the master plan was created and who was involved so as to dispel the idea that the plan was created behind closed doors by the Board. Mike shared that the vision for the park was developed by a committee of community stakeholders including local governmental entities, non-profits, and residents. He stated that the Board then approved the vision and contracted with a firm to create the schematic design for the park. Kurt added that the District also assembled a committee of residents and community stakeholders to develop the vision for the recreation center. A resident asked about notifications for District projects and meetings and how residents can keep up on District matters. Mike shared that the District website is a good source of information and includes meeting agendas and minutes, he encouraged residents to sign up to receive District newsletters, and he encouraged residents to attend Board meetings. He also asked that if there are other effective means to communicate District matters to residents, please let him know. A resident asked if the campground expansion has officially been taken out of the master plan? JC expressed that he spoke with the other board members individually over the last few weeks about this matter, and he believes the Board consensus is that the proposed campground expansion should be removed from the master plan. He said the Board would be discussing the matter later in the evening and will reach a decision as a body. A question was then asked how and when that decision will be communicated. Mike stated that he would post an update on the District website on Wednesday. Timothe Fricke, Bonnie Ridge, expressed a concern with fire on the property and requested that the District work with the Fire Marshall to mitigate fire risks as the property is developed. JC provided assurance that all development projects of this type require plan review by the Fire District and that the District will certainly follow all guidelines required. Steve (?), Forest Park, asked about the revenues generated from the proposed increase in the mill levy, how much projects will cost, and whether the mill levy will expire? JC explained that there is not a sunset on the proposed mill levy increase and that funds will continue to be needed beyond the construction of the recreation center in the future to maintain the park system and pursue other elements of the master plan. Alesandra (?) expressed that she did not like the pool design and asked why leisure pools are being called for instead of a large lap pool that can support swim teams. Mike shared that the design committee decided that leisure pool elements that serve family groups were more preferable than a large lap pool. Mike clarified that lap swim lanes are also a part of the project and can support swim lessons and training. JC asked if any other attendees had comments / questions before calling for a meeting recess at 8:15pm.

V. Continued Business – JC called the meeting back to order at 8:25pm.

JC called the meeting back to order and asked the Board if they could hear from Josh and Alana with the Elizabeth Celtic Festival, who had attended the meeting with the desire to address the Board regarding continued discussion of a request for reduced permit fees. Josh addressed the Board seeking clarification on permit fees and expressed that he was not able to calculate the fees from the website. He shared the rates they charge for overflow camping and expressed that the cost of the park space was in excess of the camping revenue they collect. Mike explained that as described on the fees and charges schedule for the District, event permits for events with 100 or more attendees will be based on standard permit fees plus an assessment of the impact to the park. Mike reminded the Board that at the February Board Meeting, Josh had agreed to provide the Board with an event budget showing event revenues and expenses, so the Board could assess what type of financial assistance may be needed. He stated that the budget has not yet been provided. Josh and Alana explained that their group is working with a new treasurer and that an event budget was not available to be shared at this time. Kelly asked if they could provide any type of financial documents at all showing projected event expenses and revenues, and they stated they would work on getting something together for the Board. Josh shared that there was some sense of urgency in learning if the Board would reduce permit fees due to an upcoming meeting of their board. JC expressed that the Board supports the event and feels it is beneficial for the community and asked that Mike work with the Celtic Fest to clarify permit fees and assess whether a reduction in fees in appropriate.

 - May 2022 Election Coordination – Mike shared that ballots have been mailed out and that we should receive some preliminary election results around 9pm on May 3rd, though the certified election results may not be available for many days after that. He addressed the misspelling of Kurt Prinslow’s name on the ballot and confirmed that the County Elections Office expressed that the misspelling does not invalidate the election in any way and a correction has been posted on the elections website.

 -Project Updates – Mike shared that the traffic study for the Casey Jones Master Plan is wrapping up and a draft report should be available next week. He shared that he is waiting on signatures from Gary Jones before the applications for Silver J Ranch subdivision and rezone can be submitted. Mike reviewed the feedback from the last two open house events for the Casey Jones Master Plan and stated that feedback was similar to that received previously, with campground expansion concerns being the main topic. He shared that other than the campground expansion, most attendees expressed support for the recreation center and ballot initiative.

VI. New Business

 -The Board opened the public hearing for the Petition for Exclusion from the District submitted by Don Jones. Don Jones spoke briefly to the Board to describe the location of his property and eligibility for exclusion based on acreage and zoning. There was no additional public comment. JC made a motion to approve the request for exclusion, which was 2nd by Kelly. All members approved.

VII. Legislative Matters

 - Resolution to Amend 2021 Budget – Enterprise Fund – Mike reminded the Board that the District needed to file a 2021 budget amendment for the Enterprise Fund due to utility costs being paid from the Enterprise Fund rather than the General Fund. He shared that this error put the Enterprise Fund over the allocated budget for the year and an amendment was now needed. He clarified that there was savings in the 2021 General Fund to offset the over expenditure in the Enterprise Fund.

 - Resolution Adopting Administrative Fees for Inclusions and Exclusions of Property – Mike shared that the Board needed to make a determination as to whether the District would collect administrative fees to cover the District’s costs for exclusion requests in the future. He advised that these administrative fees are typical for other special districts and that they are used to pay for legal and recording fees related to processing exclusion requests. The Board had some discussion and then Kelly made amotion that the administrative fee be set at $150. Doug 2nd the motion and all approved.

VIII. Report of Administrator and Staff

 -Budget Report – Mike reviewed the revenues and expenses through the month of March and expressed that everything is tracking as expected at this time, and he had no concerns. He shared that the District has just under $1M in its accounts as of April 4th, that the District projects to collect an additional $920K in revenue, projects an additional $1.34M in expenses, and expects to begin 2023 with $560K, which is equivalent to about 6 months of operations.

 -Maintenance Report – The board reviewed the maintenance report. Mike shared that the crew was busy starting irrigation systems and repairing discovered leaks this week in addition to all other maintenance tasks. Kelly asked about the south soccer field and the poor condition of the turf. Mike shared that the dry fall and now spring is taking a heavy toll on all turf but the south soccer field is definitely the worst. He stated that the field may need to be fenced off after the spring season and reconditioned to be ready for the fall.

 -Programs Report – The Board reviewed the programs report. Mike shared that the Easter event went well despite the wind and cool temps with attendance of over 225 people. He shared that some modifications had to be made which impacted the event, though overall it was a success. Adult softball registration is underway, youth art camps, youth theatre camp, and adult paint and sip events. Soccer season is about half-way through and baseball is starting in early May with 173 youth registered.

IX. Other Matters – Mike shared that Charles Gotschall, Parks Manager has submitted his resignation and that his last day is this coming Friday. He asked the Board whether the position should be advertised just locally, or whether he should also post on the Colorado Parks and Recreation Association (CPRA) job board. He also shared that Ryan Staley, current Parks Technician was in attendance at the meeting and has expressed interest in the position and submitted his resume. The Board expressed a desire to post the job on CPRA, though stated that they want to give preference to local candidates during the interview and selection process. Mike shared that he would post the position this week, run the recruitment for two weeks and then coordinate the review / interview process. He asked that 1-2 Board Members volunteer to sit on the interview / selection team when it is time to begin reviewing candidates. Mike asked that the Board make an official decision on whether the campground expansion shall remain a component of the Casey Jones Master Plan. The Board had some discussion and expressed the desire to remove the proposed campground expansion from the master plan while allowing the District the opportunity to pursue enhancements and improvements within the existing campground such as sewer connects at individual RV sites, paving of roadways and site pads, fire mitigation, a new dump station, and a new leach field. The Board directed Mike to amend the original grant request and work with GOCO to assess if the awarded grant funds can be reallocated for these purposes. All members approved of the removal of the proposed campground expansion from the master plan and asked Mike to post an update on the website to notify residents of the change in the plan.

X. Adjournment – Kelly makes a motion to adjourn at 9:46pm, Doug 2nds. All in favor.