

RECORD OF PROCEEDINGS

Minutes of a Regular Meeting RUETER-HESS RECREATION AUTHORITY

Friday, April 14, 2017
at the PW&SD Rueter-Hess Purification Facility
11865 Heirloom Parkway, Parker, Colorado 80134

CALL TO ORDER

The meeting was called to order at 9:00AM at the time and place as posted in each Authority member's designated location. A quorum was confirmed by President Susan Saint Vincent.

ATTENDANCE

- Rueter-Hess Recreation Authority Representatives:
 - Ron Redd, Parker Water & Sanitation District
 - Susan Saint Vincent & Jim Cleveland, Town of Parker
 - Brad Meyering, City of Castle Pines
 - Randy Burkhardt, Douglas County
 - Jeff Brauer, Town of Castle Rock
 - John Cotton, City of Lone Tree

- Excused: Chris White and Darcy Beard, Parker Water & Sanitation District

- Also in attendance: Brian Wilkerson, Accountant
Russ Dykstra, Attorney
Brenda Mooney and Mary Colton, Town of Parker
Brian Beliveau, Parker Water & Sanitation District

CHANGES AND ADDITIONS TO THE AGENDA - *None.*

ITEMS FOR DISCUSSION AND ACTION BY THE BOARD

1. **APPROVAL OF MINUTES FOR March 10, 2017**
Minutes were reviewed and approved unanimously as presented.

2. **CONSIDERATION OF IGA BETWEEN THE TOWNS OF PARKER & CASTLE ROCK, AND THE RUETER-HESS RECREATION AUTHORITY, AS WELL AS THE LICENSE AGREEMENT BETWEEN PARKER WATER & SANITATION DISTRICT AND THE RUETER-HESS RECREATION AUTHORITY**
Mr. Dykstra provided a thorough explanation of the two documents presented for consideration before the Board, and explained that the final draft documents had been

reviewed and approved as to form by legal counsel for Parker Water and Sanitation District, the Town of Parker and the Town of Castle Rock.

- *After review and discussion, a motion was made by Mr. Burkhardt and seconded by Mr. Meyering to approve the Intergovernmental Agreement (IGA) between the Town of Parker, Town of Castle Rock and the Rueter-Hess Recreation Authority. Such IGA provides for recreational programming at the Rueter-Hess Reservoir, as well as the additional acreage located north of Hess Road (all property owned by Parker Water & Sanitation District). The motion was approved unanimously.*
- *After review and discussion, a motion was made by Mr. Brauer and seconded by Mr. Cotton to approve a License Agreement between Parker Water and Sanitation District and the Rueter-Hess Authority. Such License Agreement grants permission for the Authority to use the Rueter-Hess Property [as stated in associated four (4) legal descriptions and maps] for recreational purposes consistent with those improvements and services as outlined in the 2016 Rueter-Hess Reservoir Recreation Master Plan, as may be amended and approved by the Authority and subject to requirement of non-interference with PWSD operations and permits. The motion was approved unanimously.*

3. CONSIDERATION OF CIVICPLUS PLATFORM FOR AUTHORITY WEBSITE

As a follow-up to previous discussion regarding the Authority establishing an independent website for the Authority (which is currently supported by the Parker Water & Sanitation District), Ms. Saint Vincent provided a presentation for the Directors regarding a proposed bid for services from CivicPlus.

It was noted that CivicPlus is the same website service provider used by the Towns of Parker and Castle Rock, as well as the Parker Water & Sanitation District. Thus, the setup and transition to an independent website would be efficient and complimentary to the partnering sites (e.g., transition of information, links to recreation registration pages, etc.). CivicPlus would host the website, and be purchased at a discounted rate under the Town of Parker's contract. Following discussions with CivicPlus, it is anticipated that the website will be 'live' by mid-summer, 2017. The URL for the site was determined to be "RHRecreation.org".

- *After review and discussion, a motion was made by Mr. Cotton and seconded by Mr. Meyering to approve the purchase of the CivicPlus product at a cost of \$5,000 to be expensed through the Authority Capital Funds. The motion was approved unanimously.*

4. ACCOUNTS PAYABLE

- *Accounting Fee to RISE (formerly Inverness Properties) for March 2017 - \$683.75*
- *Legal Fees to Spencer Fane LLP for March 2017 - \$2,987.00*
- *A motion was made and seconded to approve the March Payables for a total of \$3,670.75, check numbers 1048-1049. The motion passed unanimously.*

5. RECREATION PROGRAMMING UPDATES FROM THE TOWN OF PARKER

Mary Colton and Brenda Mooney from the Town of Parker Recreation Department followed up their previous presentation to the Authority Board, which provided 2017 programming recommendations with an update. Following an RFP process, the Town has awarded an agreement with Colorado SUP Sports (COSS) as a third party service provider for stand-up paddle boarding classes at the reservoir beginning June 2 through September 15. The following are a few of the highlights that were discussed:

- No babies or children under the age of eight are allowed onsite during the classes.
- An unmarked white trailer, used to store all associated SUP equipment would be kept on site at the RHR property, through the designated season. The placement of said trailer will be coordinated with PWSD staff.
- Temporary tents and tables will be used and removed each day classes are held.
- Ratios of instructors to students were provided.
- Safety measures were discussed (e.g., AED, board ankle leashes, ATV transport).

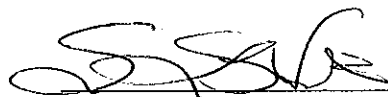
Revenue splits were negotiated by the Town of Parker and presented as Exhibit A, under the IGA approved in Item #2 of this meeting agenda.

Discussion ensued regarding expenses related to public needs at the reservoir site for the 2017 events and classes. Staff from Parker Water & Sanitation District will work with the Towns of Parker and Castle Rock to share in costs that would be beneficial to all parties.

MEETING ADJOURNMENT

The meeting was formally adjourned at 10:25AM. The next scheduled meeting of the Board will be on May 12, 2017.

The foregoing minutes constitute a true and correct copy of the minutes of the above referenced meeting and were approved by the Board of the Rueter-Hess Recreation Authority.



RHRA Representative