

# RECORD OF PROCEEDINGS

## Minutes of a Regular Meeting RUETER-HESS RECREATION AUTHORITY

Friday, November 8, 2019  
at the PWSD Rueter-Hess Purification Facility  
11865 Heirloom Parkway, Parker, Colorado 80134

### CALL TO ORDER

The meeting was called to order at 9:06AM at the time and place as posted in each Authority member's designated location. A quorum was confirmed.

### ATTENDANCE

- Rueter-Hess Recreation Authority Representatives:
  - Darcy Beard, Parker Water & Sanitation District
  - Jeff Brauer, Town of Castle Rock
  - Rob Hanna, City of Lone Tree
  - Larry Nimmo, City of Castle Pines
    - EXCUSED: Mary Colton, Town of Parker & Randy Burkhart, Douglas County
  
- Also in attendance: Ron Redd & Susan Saint Vincent, PWSD  
Toby Austin, Accountant  
Russ Dykstra & Erica Montague, Spencer Fane  
Town of Castle Rock Staff

**CHANGES AND ADDITIONS TO THE AGENDA – None**

## ITEMS FOR DISCUSSION AND ACTION BY THE BOARD

1. **APPROVAL OF MINUTES For September 13, 2019**  
*Minutes were reviewed and approved as presented (4-0).*

## 2. ACCOUNTS PAYABLE

Num	Date	Name	Memo	Account	Paid Amount
1154	10/08/2019	Mulhem MRE, Inc.		10100 - Wells Fargo - Operating	
MMRE6200	08/31/2019		8/2019 Accounting Fees	51400 - Accounting Fees	800.00
MMRE6232	09/30/2019		9/2019 Accounting Fees	51400 - Accounting Fees	2,600.00
					<u>3,400.00</u>
1155	10/08/2019	Parker Water & Sanitation District		10100 - Wells Fargo - Operating	
26337	09/30/2019		Reimburse - Business Cards	52000 - General & Administrative	88.04
091119	09/30/2019		9/2019 Mats - Deschamps	70400 - CIP - Other Rec Improvements	6,329.43
093019	09/30/2019		5/20-6/16 PortOLet Rental - Unite Site Services	51200 - Operations	489.48
093019	09/30/2019		6/17-7/17 PortOLet Rental - Unite Site Services	51200 - Operations	368.83
093019	09/30/2019		7/15-8/11 PortOLet Rental - Unite Site Services	51200 - Operations	368.83
82040	09/30/2019		Reimburse - 9/2019 Radio Rental	51200 - Operations	360.00
					<u>8,004.61</u>
1156	10/08/2019	Rapid Response Paramedic Svcs.		10100 - Wells Fargo - Operating	
1071	09/30/2019		9/2019 Event Medical Coordination	51200 - Operations	3,240.00
					<u>3,240.00</u>
1157	10/08/2019	Wenk Associates, Inc.		10100 - Wells Fargo - Operating	
0078973	08/31/2019		8/2019 Professional Services	70110 - CIP - Master Plan	2,337.50
0515027	08/31/2019		8/2019 Professional Services	70110 - CIP - Master Plan	6,518.14
					<u>8,855.64</u>
1158	11/05/2019	Aqua Sierra, Inc.		10100 - Wells Fargo - Operating	
04-6267	10/31/2019		10/2019 Fish Stocking	51300 - Repairs & Maintenance	29,968.14
					<u>29,968.14</u>
1159	11/05/2019	Spencer Fane LLP		10100 - Wells Fargo - Operating	
694706	06/30/2019		6/2019 Legal Fees	51600 - Legal Fees	633.00
697890	07/31/2019		7/2019 Legal Fees	51600 - Legal Fees	940.00
					<u>1,573.00</u>
1160	11/05/2019	Wenk Associates, Inc.		10100 - Wells Fargo - Operating	
0078974	09/30/2019		9/2019 Pro Services - RHRA Phase 1	70110 - CIP - Master Plan	5,073.00
0515028	09/30/2019		9/2019 RHRA Construction Documents	70110 - CIP - Master Plan	17,303.39
0089744	09/30/2019		9/2019 Pro Services - RHRA Cultural Resources Cord.	70110 - CIP - Master Plan	1,045.00
					<u>1,045.00</u>
1161	11/05/2019	Mulhem MRE, Inc.		10100 - Wells Fargo - Operating	
MMRE6261	10/31/2019		10/2019 Accounting Fees	51400 - Accounting Fees	800.00
					<u>800.00</u>
				<b>GRAND TOTAL:</b>	<b><u>79,262.78</u></b>

*A motion was made and seconded to the payables for October, for a total of \$79,262.78, Check numbers 1154-1161. The motion was passed unanimously (4-0).*

## 3. WENK – Capital Project Discussion/Feedback

The Board was provided the 100% Design Drawings of the 2019 Rueter-Hess Recreation Improvements for review and discussion. Discussion ensued as Drew Button facilitated a summary of the various trails and amenities included. Inclusive of recommended changes to the trail design by both the Authority and Parker Water staff, the Recreation Authority Board provided direction for Wenk to proceed with the permitting of this project in anticipation of bid solicitation in 1<sup>st</sup> quarter of 2020.

**4. DRAFT 2020 BUDGET DISCUSSION**

Discussion ensued regarding goals for the 2020 budget with regard to capital projects and operations for the upcoming recreation season.

Following discussion, a motion was made by Director Beard and seconded by Director Hanna to set the 2020 Budget Hearing for December 15, 2019. The Motion passed 4-0.

Publication of budget hearing will be published in the Douglas County NewsPress.

**5. 2019 SUMMER RECAP OF PADDLE DAYS**

Matt Gasser, of the Town of Castle Rock recreation department, shared that in 2019, 13 Paddle Day events were held at the reservoir (one date cancelled due to weather) in conjunction with the Town of Parker staff. Additional certified watercraft inspectors were identified as a need for the 2020 season. Additional discussion ensued regarding consideration of a centralized registration entity and system, to have one entity coordinate and operationally staff each day's event to allow members and others to focus on programming events. Additional discussion took place regarding clarification on rental providers, services and charges for days which overlap Paddle Days and generally.

**6. 2018 IGA with TOWNS DISCUSSION**

Mr. Dykstra summarized the 2017-18 IGA between the Towns of Parker and Castle Rock, and the Rueter-Hess Recreation Authority, which provided the Towns the approval to run their own programming at the reservoir. This included responsibility for all aspects of staffing, contracting, programming, scheduling and supplying all necessary equipment for the provision of the services and for all costs and related expenses. The IGA ended on December 31, 2018.


In previous 2019 discussions, the Board determined that all recreational programming coordination would be managed through the Authority, and clarifying that Town sponsored events would be administered in the same manner as other service vendors. This includes making application for Board review, scheduling, staffing, fees and revenues.

Moving forward, Mr. Dykstra recommended that operational rules be established for the 2020 season, as opposed to an Intergovernmental Agreement. The Directors agreed that a small group would be organized to develop a recommendation for operating rules to the full board. Members will notify Ms. Saint Vincent as to who they would like to participate in the discussion committee.

**MEETING ADJOURNMENT**

The meeting was formally adjourned at 10:39am.

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.

  
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RHRA Representative