

Rueter-Hess 
Recreation
REGIONAL AUTHORITY – ESTABLISHED 2014
RECORD OF PROCEEDINGS

Minutes of a Regular Meeting
RUETER-HESS RECREATION AUTHORITY

Friday, December 13, 2019
at the PWSD Rueter-Hess Purification Facility
11865 Heirloom Parkway, Parker, Colorado 80134

CALL TO ORDER

The meeting was called to order at 9:07AM 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
 - Mary Colton, Town of Parker
 - Randy Burkhart, Douglas County

- Also in attendance: Ron Redd & Maleia Good, PWSD
Toby Austin, Accountant
Erica Montague, Spencer Fane
Town of Parker Staff

CHANGES AND ADDITIONS TO THE AGENDA –

1. *Toby Austin requested the addition of the 2020 Financial Management Agreement contract. The Board requested time to review the standard contract and directed the item be put on the January 10, 2020 agenda.*

ITEMS FOR DISCUSSION AND ACTION BY THE BOARD

1. **APPROVAL OF MINUTES For November 8, 2019**
Minutes were reviewed and approved as presented (6-0).

2. ACCOUNTS PAYABLE

1163	12/10/2019	Mulhern MRE, Inc.	11.2019 Accounting Fees	10100 · Wells Fargo - Operating	
MMRE6288	11/30/2019		11.2019 Accounting Fees	51400 · Accounting Fees	1,550.00
					<u>1,550.00</u>
1164	12/10/2019	Parker Water & Sanitation District		10100 · Wells Fargo - Operating	
92620	04/30/2019		4/2019 ERO Pro Services Reimburse	70110 · CIP - Master Plan	2,140.00
92816	05/31/2019		5/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	13,273.80
92975	06/30/2019		6/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	631.25
93201	07/31/2019		7/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	606.25
93319	08/31/2019		8/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	285.00
93437	09/30/2019		9/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	5,340.83
93756	10/31/2019		10/2019 ERO Pro Services · Reimburse	70110 · CIP - Master Plan	231.25
					<u>22,508.38</u>
1165	12/10/2019	Special District Association of Colorado	2020 Membership Dues	10100 · Wells Fargo - Operating	
2020-Dues	12/31/2019		2020 Membership Dues	11200 · Prepaid Expenses	375.66
					<u>375.66</u>
1166	12/10/2019	Spencer Fane LLP		10100 · Wells Fargo - Operating	
712358	10/31/2019		10.2019 Legal Fees	51600 · Legal Fees	249.00
716413	11/30/2019		11.2019 Legal Fees	51600 · Legal Fees	2,070.00
					<u>2,319.00</u>
1167	12/10/2019	Stratagem	2018 Audit Fees	10100 · Wells Fargo - Operating	
37254	09/30/2019		2018 Audit Fees	51500 · Audit Fees	4,300.00
					<u>4,300.00</u>
GRAND TOTAL:					<u>31,053.04</u>

A motion was made and seconded to the payables for November 2019, for a total of \$31,053.04; Check numbers 1163-1167. The motion was passed unanimously (6-0).

3. PRESENTATION OF THE 2020 BUDGET - Public Hearing

Toby Austin presented the 2020 Budget for the Rueter-Hess Recreation Authority. Darcy Beard opened the public hearing for comments. Hearing none, the public hearing was closed.

4. RESOLUTION 2019: Resolution to Adopt 2020 Budget & Appropriate Sums of Money

Following discussion, a motion was made by Rob Hanna and seconded by Randy Burkhart to approve the RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A BUDGET, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR RUETER-HESS RECREATION AUTHORITY, DOUGLAS COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020, AND ENDING ON THE LAST DAY OF DECEMBER, 2020. The Motion passed 6-0.

5. RESOLUTION 2019: CORA Resolution

After discussion for the adoption of the CORA resolution, Mary Colton motioned for approval the RESOLUTION ADOPTING THE COLORADO SPECIAL DISTRICT RECORDS RETENTION SCHEDULE, APPOINTING AN OFFICIAL CUSTODIAN, AND ADOPTING POLICIES AND FEE SCHEDULE FOR THE HANDLING OF RECORD REQUESTS UNDER THE COLORADO OPEN RECORDS ACT ("CORA") and was seconded by Rob Hanna. The motion passed 6-0.

6. RESOLUTION 2019: Exclusion from Workers' Compensation

Ms. Erica Montague briefed the Directors on the proposed resolution. Rob Hanna made a motion to approve the RESOLUTION OF THE BOARD OF DIRECTORS OF RUETER-HESS RECREATION AUTHORITY PROVIDING FOR DIRECTORS' EXCLUSION FROM WORKERS COMPENSATION COVERAGE. Mary Colton seconded the motion. The motion passed 6-0.

7. RESOLUTION 2019: Administrative Matters for 2020

Ms. Erica Montague briefed the Directors on the proposed resolution. Randy Burkhart made a motion to approve the RESOLUTION OF THE BOARD OF DIRECTORS OF THE RUETER-HESS RECREATION AUTHORITY CONCERNING ANNUAL ADMINISTRATIVE MATTERS 2020. Rob Hanna seconded the motion. The motion passed 6-0.


8. APPOINTMENT OF 2020 OPERATION RULES SUBCOMMITTEE

The Board discussed the need for an operation management subcommittee. The entities will be bringing the names of the their subcommittee members to the next meeting.

MEETING ADJOURNMENT

The meeting was formally adjourned at 10:07am.

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