

## **RECORD OF PROCEEDINGS**

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

Friday, January 10, 2020  
at the PWSD 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.

#### **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  
Russ Dykstra, Spencer Fane  
Town of Parker Staff

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

### **ITEMS FOR DISCUSSION AND ACTION BY THE BOARD**

#### **1. APPROVAL OF MINUTES For December 13, 2019**

*Minutes were reviewed and approved as presented (6-0).*

## 2. ACCOUNTS PAYABLE

1168	01/07/2020	Mulhern MRE, Inc.	12/2019 Accounting Fees	10100 · Wells Fargo - Operating	
MMRE6330	12/31/2019		12/2019 Accounting Fees	51400 · Accounting Fees	1,904.00
					<u>1,904.00</u>
1169	01/07/2020	Spencer Fane LLP	12/2019 Legal Fees	10100 · Wells Fargo - Operating	
720906	12/31/2019		12/2019 Legal Fees	51600 · Legal Fees	2,373.04
					<u>2,373.04</u>
1170	01/07/2020	Wenk Associates, Inc.		10100 · Wells Fargo - Operating	
0515029	12/31/2019		10/1 - 12/31 Professional Services	70110 · CIP - Master Plan	19,734.50
0078975	12/31/2019		10/1 - 12/31 Professional Services	70110 · CIP - Master Plan	6,974.69
					<u>26,709.19</u>
<b>Grand Total:</b>					<b><u>30,986.23</u></b>

*A motion was made and seconded to the payables for December 2019, for a total of \$30,986.23; Check numbers 1168-1170.  
The motion passed 6-0.*

## 3. CONSIDERATION OF 2020 PROFESSIONAL SERVICES AGREEMENTS (Accounting Management)

Toby Austin presented the 2020 Accounting and Financial Services Agreement. Following discussion, a motion was made by Randy Burkhart and seconded by Rob Hanna to approve the 2020 Accounting and Financial Services Agreement with Mulhern MRE Inc. The motion passed 6-0.

## 4. CONSIDERATION OF AUDTING SERVICES FOR 2019 FINANCIALS

Toby Austin presented a proposal for Auditing Services for the 2019 Financials. Following discussion, a motion was made by Mary Colton and seconded by Rob Hanna to approve the Auditing Services for the 2019 Financials with Stratagem. The motion passed 6-0.

## 5. CONSTRUCTION UPDATE – INITIAL TRAIL AND INCLINE

Ron Redd informed the Board that the 100% construction drawing for Phase I. Trails and Incline were at Douglas County for review and approval. Additionally, discussions with Wenk identified the need for construction management services for the project. Mr. Redd also informed the Board that PWSD would contact the Native American Tribal Liaison which is also required for the project.

**6. AUTHORITY MANAGEMENT AND OPERATIONS SUBCOMMITTEE**

After brief discussion, the Board authorized a subcommittee to convene to discuss 2020 programs and operations, along with future process for Authority management. The group will meet at 9:30 January 24<sup>th</sup>, 2020 at the Town of Parker Field House.

**THIS MEETING WAS CONTINUED UNTIL  
9:30am, JANUARY 24, 2020 AT THE TOWN OF PARKER FIELD HOUSE**

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

## RECORD OF PROCEEDINGS

### **Minutes of a Sub-Committee Meeting** **RUETER-HESS RECREATION AUTHORITY**

Friday, January 24, 2020  
at the Town of Parker Field House  
18700 Plaza Drive, Parker, Colorado 80134

#### **CALL TO ORDER**

The meeting was called to order at 9:30am at the time and place as posted in each Authority member's designated location.

#### **ATTENDANCE**

- Rueter-Hess Recreation Authority Representatives:
  - Jim Cleveland, Town of Parker
  - Mary Colton, Town of Parker
  - Brenda Mooney, Town of Parker
  - Jeff Brauer, Castle Rock
  - Matt Gasser, Castle Rock
  - Courtney Glass, Castle Rock
  - Rob Hanna, South Suburban
  - Larry Nimmo, Castle Pines
  - Jolene Richardson, Castle Pines


#### **ITEMS OF DISCUSSION**

- Keeping programs decentralized for the upcoming season
- Clarifying (Maleia's) role for the Authority – Prepare a written reference on the clarification of roles.
- Tracking of operational expenses and how to best capture the cost of programming to better understand future operational costs.
- How to fund operational expenses moving forward – should consideration be given to utilizing assessment funds for the purpose of operational expenses.
- Identified the need for management services for the Authority and suggested that a target date of October to begin that process.
- South Suburban offered to assist with the inspection of water craft to ease some of the burden to Castle Rock given the difficulty of acquiring and retaining inspectors.

- Authority members also desired an update of the status of existing contracts for the 2020 season (i.e., Avid 4 Adventure, Rapid Response, Without Limits, Girl Scouts, etc.) along with some other basic operational items.
- Room is held for February 28 at the Fieldhouse if the sub-committee chooses to continue to meet there on the fourth Friday of the month.

The meeting was adjourned at 10:47am.

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