

# RECORD OF PROCEEDINGS

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

Friday, May 11, 2018  
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
  - John Cotten, City of Lone Tree
  - Mary Colton, Town of Parker
  - Randy Burkhardt, Douglas County

Excused: Melissa Coudeyras, City of Castle Pines

- Also in attendance: Toby Austin, Accountant  
Russ Dykstra, Legal Counsel  
Ron Redd, PWSD  
Brenda Mooney, Parker Recreation  
Recreation Staff for the Town of Castle Rock  
Drew Button, Wenk Associates

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

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

1. **APPROVAL OF MINUTES For April , 2018**  
Minutes were reviewed and approved as presented (4-0); Director Beard abstained.
2. **ACCOUNTS PAYABLE For the April Expenses**
  - Inverness Properties LLC (RISE) - \$996.25

- Spencer Fane LLP - \$1368.00
- Wenk Associates, Inc. - \$652.40

*A motion was made & seconded to approve the April Payables for a total of \$3,016.65, Check numbers 1090-1092. The motion was passed unanimously.*

### **3. RECREATION PROGRAMMING UPDATE**

The following items were discussed as related to the 2018 recreation season:

- The Final Operations plan was submitted for the June 2018 Trails/Kayak Day from Castle Rock staff, logistics of the event. Their website is set up for pre-registrations for both the hiking and kayaking opportunities.
- Both the SUP and Avid teams are ready to kick off their summers at the end of May. They will be bringing in equipment and staging over the next week, coordinating with PWSD staff.
- An open swim practice proposal was presented by the Castle Rock recreation staff. This proposal was approved pending review by PWSD and Legal. The Board approved the purchase of buoys for \$500, for current and future use. It was agreed by the Board that the Agreement between the open swim representatives would be arranged directly with the Authority; related information will be forwarded by C.R. staff.
- Mr. Redd presented a proposal for a 5k running race coordinated by StrideMob. Following discussion, the Board agreed that StrideMob would pay an amount of \$1000 to the Recreation Authority for the race on July 21<sup>st</sup>. This information will be forwarded to the StrideMob representatives with whom Mr. Redd is coordinating the 2018 event.
- Discussion ensued regarding having events, that are outside the scope of the Towns of Parker and Castle Rock to contract directly with the Authority. Mr. Dykstra will work on standardizing forms and associated requirements (e.g., insurance, fees).

### **4. RHR SITE UPDATES**

Mr. Redd provided an update on the south Rueter-Hess parking lots. Both lots will be completed and ready for use on or about May 14<sup>th</sup>, weather dependent. Following discussion, it was determined that the original trail, presented in the design, would be eliminated in favor of extending the roadway for events launching from the south end of the site. PWSD plans to share in the roadway extension costs as it overlaps with District use. The rental/servicing of restrooms in this area were approved for the 2018 season.

## 5. DISCUSSION & CONSIDERATION of PROJECT PLANNING OR 2018

Drew Button of Wenk Associates presented concepts, including location sites for shelters for the Board's consideration. A refined cost was requested by the Board to include concrete floors, semi-custom structures with rock pedestals. Additionally, the Board requests a cost and preliminary design for a short trail in the current area of recreation events.

### FOLLOW-UP DISCUSSIONS

- Discussion ensued regarding the appropriated budget amount for 2018 capital projects, and the possibility of amending such budget to allow for additional enhancements at the site.
- The Board requested Mr. Dykstra draft a Resolution for the next RHR Authority meeting authorizing signature authority for Manager, Susan Saint Vincent in an amount to be determined by the Board.
- The electric work project to the entrance shed was approved, and Ms. Saint Vincent was provided authorization to coordinate and execute this project with PWSD staff.
- The Board requested an elected officials' tour for the various Authority members at the end of the summer when the site improvements are completed. Such tours will be coordinated through PWSD.
- Mr. Redd provided an update on the access badge policy and noted when the badges will be made available to approved/partnering vendors and Town recreation staff.

### MEETING ADJOURNMENT

The meeting was formally adjourned.

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