

Dear legislators,

My name is Andrew Sorensen. I am a lifelong Colorado resident and newly minted homeowner in Broomfield. I thank you, and the bill sponsors of HB23-1090 and HB23-1065, for considering the urgent matter of putting a check on the nearly unlimited taxation powers of special districts and metropolitan districts.

Whether they intend to use their powers for good or not, their organizing documents often make clear that they can tax at just about any rate they like with little accountability. I hope the details below demonstrate how concerning these powers are if left unchecked.

As my wife and I searched for our first home in 2021 and 2022, we encountered the same issues discovered by many of our twenty- and thirty-something peers entering the housing market: overpriced and out-of-date homes, bidding war horror stories and environmental concerns— including asbestos, lead paint, and lead pipes in aging homes across the Front Range. To counter these issues, we settled on a new-build home in Broomfield. We love our new house. We love our neighborhood. However, we are facing a looming threat: eventually being priced out by our property taxes, which are currently exclusively set by a development company with little to no constituent oversight and no promises they will remain anything close to reasonable.

The five member board of our allegedly public tax board—Broomfield's Baseline Metropolitan District 3—is exclusively composed of McWhinney employees, the same company developing the larger Baseline subdivision surrounding us.

If we the homeowners do not like the mill levy McWhinney chooses—too bad. The organizing documents for our district make clear that if residents wanted to elect community voices or register displeasure on the public record, McWhinney could simply decide to move the meeting to another day and time, and keep doing so until no one shows up.

Prior to any resident truly having a vote or say in the matter, five McWhinney employees have codified \$764 million in possible bonds that residents will have to pay for through 50 mills (or higher, McWhinney willing) for the next several decades. They appear to have a firm financial plan to service that debt and make reasonable community improvements. We are excited for that community plan, truthfully. However, it is troubling that a body not elected by actual taxpayers and homeowners can legally leverage three-quarters of a billion dollars and pass all of the costs on to people who had the gall to attempt homeownership in our increasingly unaffordable state.

I am not a lawyer, but as far as I can tell, there are also no safeguards you would see in other public bodies, such public bidding. If a company running a tax district has conflicts of interest, it seems they need to disclose it, but nothing—save for these bills— stops them from freely profiting off of such conflicts.

The situation has a deep “company store” feel to it. The residents of my community have no guarantee of fair market prices for McWhinney’s development services. The residents of my community also have no guarantee that McWhinney will not transfer those bonds to a servicer with no conflicts of interest, potentially upcharging us along the way. How are we to know the fair market value for a new neighborhood?

When McWhinney owns the land, the rights to develop it, and the right to charge Coloradans whatever the company would like to finance the project via bonds, can you call it anything but self-dealing? These practices should be far more heavily regulated than they are.

HB23-1090 and HB23-1065 are a great start, and I urge you to enact these pieces of legislation.

As I read it, 1090 would prevent companies like McWhinney from overleveraging our communities, and it would force local governments to take a harder look at what they’re actually approving.

1065 gives much needed additional oversight and lever for taxpayers to get recourse other than pulling up stakes and selling their homes.

Currently, cities like mine are making a deal with the devil. It’s not good for our communities when our \$600-per-month property tax obligation is laden in fine print that the bill could go up to the sky at the board’s discretion.

Development companies are likely to tell you they have no ill-will, but take a moment to consider this: they have motive and they have opportunity. And if you do not act, you could be literally writing them a blank check that our state will end up having to pay.

Too many developer-run metropolitan districts have proven themselves irresponsible, as a Denver Post investigation found in 2019: <https://www.denverpost.com/2019/12/05/metro-districts-debt-democracy-colorado-housing-development/amp/>

Unchecked, as noted in the article above, some of these financial structures could easily lead down a road of mass foreclosures or whole communities defaulting. The prospect of billions of dollars in municipal bonds defaulting has eerie echoes of 2007. This time, however, the over-leveraging isn’t being done by the homeowners, but the home builders, and too many plan to skip out before the bill comes due. As we discovered in 2007 and 2008, we will all ultimately pay the price.

More Colorado taxpayers are in danger of falling prey to these bodies as home prices rise, because cities and counties will continue to see them as one of the few avenues for growth, particularly while voters are unlikely to approve the tax increases necessary for new roads and utility footprints that a growing Colorado needs.

I urge you to take action quickly to reign in the corporate interests who are freely leveraging our state's future to pad their wallets. Please pass HB23-1090 and HB-1065.

I am writing to support passage of **HOUSE BILL 23-1065**:

I strongly support this bill that “gives the independent ethics commission jurisdiction to hear complaints, issue findings, assess penalties, and issue advisory opinions on ethics issues concerning a local government official or local government employee.”

I currently live where a special district has a budget of over \$100M. Here a few of the concerns I have discovered.

This special district is:

1. Writing contracts to provide services with out of district to entities,
  - Per (C.R.S. 32-1-207(1)) “Service plans create *binding agreements* between the special district and the approving authority. "Upon final approval by the court for the organization of the special district, the facilities, services, and financial arrangements of the special district shall conform so far as practicable to the approved service plan"
  - No updated service plans have been filed. Why are we using taxpayer dollars to provide services to out-of-district entities?
2. Contracting to provide services outside of the special district
  - When you look at the financials, this is being done at a loss.
  - Again, no service plan has been filed. Why are taxpayer dollars being used to subsidize services outside of the district?
3. They put a ballot question to the voters that allows the District to increase its mill levy incrementally to offset the loss of revenue as a result of state mandated property tax assessment rate reductions – without voter approval.
  - Is this even legal under the Colorado Constitution?
  - As a result of this ‘question’ they are spending double or more that the voter mill levy on capital by issuing a certificate of participation (a type of financing where an investor purchases a share of the revenues of a program rather than the bond being secured by those revenues.)
4. This special district has set hours but refuses to staff for the full time.
  - No one is available to enforce district rules, so citizens are told to call local police departments. The result has been increased public safety issues, up to an including people setting fires.
  - This is mismanagement. Police are to enforce laws, not special district rules.
  - Why are taxpayers being taxed twice – once for police and again for the special district?

Today, without independent ethics commission jurisdiction, my only recourse is to hope a county commissioner is interested. This special district is in multiple counties.

I understand there are some special districts that are very small, but there are also very large special districts that know there is no recourse for a citizen to question their actions.

In Support of HB23-1065

Special districts are a political subdivision of the state. While special districts are required to follow general state laws, like CORA and Colorado Open Meeting Laws, any additional oversight is extremely limited. Given the size and complexity of some special districts it is absolutely necessary that the state provide tax payers an opportunity to address any perceived misconduct.

As an example, South Suburban Park and Recreation (South Suburban) is a special district that serves over 150,000 residents in the south metro area. South Suburban's 2023 budget is \$97,705,385 with more than \$30,000,000 in revenue received from in-District property taxes.

The only oversight provided for this quasi-government agency is a five member board of directors. And while these elected officials may be representing the tax payers to the best of their abilities, there is no way they can provide an appropriate level of oversight. They lack training, impartiality, and the ability to enforce the range of laws that should govern tax payer funded organizations.

Again, as an example, I have attached a contract signed by Rob Hanna, Executive Director of South Suburban. I believe two board members signed this document because it is a possible ethics violation as Mr. Hanna also serves on the board of directors for the Rueter-Hess Reservoir Recreation Authority (board meeting minutes also attached).

In addition to signing a contract that benefits an out-of-district recreation authority that he is a board member of, Mr. Hanna has approved the contribution of \$288,000 paid to the Rueter-Hess Recreation Authority for the development of a master plan for Rueter-Hess Reservoir.

Is this contract ethical? Does it meet the high standards of a government employee avoiding even the appearance of misconduct?

The state of Colorado and the Independent Ethics Commission should have the authority to assist local tax payers with these questions. It is a disservice to the people of Colorado to form these special districts and then not provide the same level of oversight guaranteed and provided to other state government agencies.



**NOTICE IS HEREBY GIVEN**  
**that the Board of Directors of the**  
**RUETER-HESS RECREATION AUTHORITY**  
**of Douglas County, Colorado will hold a Regular meeting of the Board**

**\*\*\* The meeting will be held virtually \*\*\***

**December 11, 2020**

**9:00AM**

The Board of Directors may take action on any of the agenda items as presented or modified prior to or during the meeting, and items necessary to effectuate the agenda items.

**CALL TO ORDER**

**ROLL CALL/INTRODUCTION OF RUETER-HESS RECREATION AUTHORITY BOARD MEMBERS**

**UNSCHEDULED ITEMS OF PUBLIC INTEREST** *This time is reserved for members of the public to make a presentation to the RHRA Board of Directors on items or issues that are not scheduled on the agenda. As a general practice, the Board will not discuss/debate these items, nor will the Board make any decisions on items presented during this time, rather will refer the items to staff for follow up. Comments are limited to four (4) minutes per speaker.*

**CHANGES AND ADDITIONS TO THE AGENDA**

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

- 1. APPROVAL OF MINUTES for November 13, 2020**
- 2. ACCOUNTS PAYABLE for November 2020 EXPENSES & FINANCIAL REPORTS**
- 3. CONSTRUCTION UPDATE – Phase I. Trail and Incline**
- 4. PRESENTATION OF THE 2021 BUDGET – Public Hearing**
- 5. RESOLUTION 2020 - Resolution to Adopt 2021 Budget & Appropriate Sums of Money**
- 6. RESOLUTION 2020 – Resolution for Exclusion from Workers’ Compensation**
- 7. RESOLUTION 2020 – Resolution for Administrative Matters for 2021**
- 8. DISCUSSION OF 2021 OPERATIONS AND MANAGMENT**
- 9. DISCUSSION OF 2021 PROGRAMS & EVENTS**

**ADJOURNMENT – Next Regularly Scheduled Meeting Date: January 8, 2021**

DRAFT

## RECORD OF PROCEEDINGS

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

Friday, November 13, 2020

#### CALL TO ORDER

The meeting was called to order at 9:07 am at the time and place as posted in each Authority member's designated location.

#### ATTENDANCE

- Rueter-Hess Recreation Authority Representatives:
  - Ron Redd, Parker Water & Sanitation District
  - Larry Nimmo, City of Castle Pines
  - Steve Shoultz, Douglas County
  - Jeff Brauer, Town of Castle Rock
  - Rob Hanna, City of Lone Tree
  - Mary Colton, Town of Parker
  
- Also in attendance:
  - Maleia Good, PWSD
  - Toby Austin, Accountant
  - Russ Dykstra, Spencer Fane

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

### ITEMS FOR DISCUSSION AND ACTION BY THE BOARD

#### 1. APPROVAL OF MINUTES for October 9 and 13, 2020.

The minutes were reviewed.

*A motion was made by Ron Redd and seconded by Rob Hanna to approve the minutes as presented.*

*The motion passed 6-0.*

## 2. 2020 FISH SURVEY AND STOCKING

Maleia Good shared the Aqua Sierra fish stocking survey for 2020, along with informing the Board that Aqua Sierra will be working on a long term management plan that will outline what it will take to have sport fishing allowed at Rueter-Hess Reservoir in 2022.

## 3. CONSTRUCTION UPDATE - Phase I. Trail and Incline

Substantial completion is set for November 20, and a soft opening of the Incline Challenge and trail on Thanksgiving Day. Maleia Good presented a press release draft to the members to share with their communication departments. Ron Redd also stated that PWSD facility staff would maintain the Incline parking lot and trash receptacles until the Authority has an operations plan established next spring.

## 4. ACCOUNTS PAYABLE

<b>1217</b>	<b>11/10/2020</b>	<b>Mulhern MRE, Inc.</b>		<b>10100 - Wells Fargo - Operating</b>	
MMRE62112	07/31/2020		7.2020 Accounting Fees	51400 - Accounting Fees	1,430.00
MMRE62188	09/30/2020		9.2020 Accounting Fees	51400 - Accounting Fees	550.00
					<u>1,980.00</u>
<b>1218</b>	<b>11/10/2020</b>	<b>Parker Water &amp; Sanitation District</b>		<b>10100 - Wells Fargo - Operating</b>	
5427	10/31/2020		10.2020 Fish Stocking	51300 - Repairs & Maintenance	40,000.00
5430	11/30/2020		11.2020 Pro Services - Consulting	70110 - CIP - Master Plan	2,976.19
					<u>42,976.19</u>
<b>1219</b>	<b>11/10/2020</b>	<b>Providence Infrastructure Consultants</b>	<b>10.2020 Pro Services</b>	<b>10100 - Wells Fargo - Operating</b>	
00006	10/31/2020		10.2020 Pro Services	70190 - CIP - RHR Trails	2,184.18
			10.2020 Pro Services	70240 - CIP - RHR Overlook Arrow Point	4,220.66
			10.2020 Pro Services	70290 - CIP - N420 Hess Road Trails	1,299.80
			10.2020 Pro Services	70300 - CIP - N420 R. Rueter Trails	673.72
			10.2020 Pro Services	70320 - CIP - N420 R. Rueter Picnic Area	1,328.12
			10.2020 Pro Services	70330 - CIP - N420 Incline Challenge	4,281.73
			10.2020 Pro Services	70370 - CIP - N420 Trails	914.13
					<u>14,902.34</u>
<b>1220</b>	<b>11/10/2020</b>	<b>Spencer Fane LLP</b>	<b>9.2020 Legal Fees</b>	<b>10100 - Wells Fargo - Operating</b>	
1001302	09/30/2020		9.2020 Legal Fees	51600 - Legal Fees	2,380.00
					<u>2,380.00</u>
<b>1221</b>	<b>11/10/2020</b>	<b>Wenk Associates, Inc.</b>	<b>10.2020 Pro Services</b>	<b>10100 - Wells Fargo - Operating</b>	
0515035	10/31/2020		10.2020 Pro Services	70190 - CIP - RHR Trails	453.47
			10.2020 Pro Services	70240 - CIP - RHR Overlook Arrow Point	876.28
			10.2020 Pro Services	70290 - CIP - N420 Hess Road Trails	269.86
			10.2020 Pro Services	70300 - CIP - N420 R. Rueter Trails	139.88
			10.2020 Pro Services	70320 - CIP - N420 R. Rueter Picnic Area	275.74
			10.2020 Pro Services	70330 - CIP - N420 Incline Challenge	888.96
			10.2020 Pro Services	70370 - CIP - N420 Trails	189.79
					<u>189.79</u>

				3,093.98
1222	11/10/2020 Western States Reclamation, Inc.	10.2020 Pro Services	10100 - Wells Fargo - Operating	
25047-05	10/31/2020	10.2020 Pro Services	70240 - CIP - RHR Overlook Arrow Point	25,685.14
		10.2020 Pro Services	70290 - CIP - N420 Hess Road Trails	5,978.85
		10.2020 Pro Services	70300 - CIP - N420 R. Rueter Trails	31,355.76
		10.2020 Pro Services	70310 - CIP - N420 Hess Rd Picnic Area	6,237.41
		10.2020 Pro Services	70330 - CIP - N420 Incline Challenge	84,483.34
		10.2020 Pro Services	70370 - CIP - N420 Trails	9,309.34
				163,049.84
<b>GRAND TOTAL:</b>				<b>228,382.35</b>

Toby Austin presented the financials and accounts payable.

*A motion was made by Ron Redd and seconded by Rob Hanna to approve the payables for a total of \$228,382.35.*

*The motion passed 6-0.*

**5. DISCUSSION OF 2021 AUTHORITY MANAGEMENT AND OPERATIONS & MAINTENANCE Scope of Work**

Maleia Good presented the Board a Scope of Work for 2020 Operations & Management. After discussion, the Board requested this meeting be continued until 9:00am November 20, 200 to further the discuss operations for 2021.

**6. DISCUSSION OF THE 2021 PRELIMINARY BUDGET**

Maleia Good presented an updated preliminary budget for 2021 outlining the increases in operations cost, along with continued capital improvement construction. The proposed budget will be set to be discussed and a request for approval for the December 11, 2020 board meeting

**7. ADOPTION OF THE RUETER-HESS RECREATION AUTHORITY RULES AND REGULATIONS**

Maleia Good presented a draft of the Rueter-Hess Recreation Authority Rules and Regulations. Russ Dykstra shared with the Board that he has commented on the draft, and would recommend approval. He also stated that the Board may amend the Rules and Regulations at any time.

*A motion was made by Ron Redd and seconded by Rob Hanna to approve adoption of the Rules and Regulations as presented.*

*The motion passed 6-0.*

**THIS MEETING WAS CONTINUED at 10:27am until** Friday, November 20<sup>th</sup>, 2020 at 9:00am

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

DRAFT

## RECORD OF PROCEEDINGS

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

Tuesday, November 20, 2020

#### CALL TO ORDER

The meeting was called to order at 10:00 am.

#### ATTENDANCE

- Rueter-Hess Recreation Authority Representatives:
  - Ron Redd, Parker Water & Sanitation District
  - Larry Nimmo, City of Castle Pines
  - Jeff Brauer, Town of Castle Rock
  - Mary Colton, Town of Parker
  - Steve Shoultz, Douglas County

Also in attendance:

Russ Dykstra

### ITEMS FOR DISCUSSION BY THE BOARD

#### 1. CONTINUED DISCUSSION OF 2021 AUTHORITY MANAGEMENT AND OPERATIONS & MAINTENANCE

The Authority Board discussed a scope of operations for the 2021 season:

- South Suburban to contract for Operations Services for 2021
- PWSD to contract for Capital Improvement Engineering and Construction for 2021
- Spencer Fane LLP to contract for Administrative Board Meeting requirements
- Consultant aid for policy development and for development of vision/mission/values of Authority

The Board will finalize these discussions at the December 11, 2020 Board Meeting.

***THIS MEETING WAS ADJOURNED 10:55am***

**THE NEXT REGULARLY SCHEDULED MEETING IS FRIDAY, December 11, 2020**

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

Meeting Date: 12/11/2020

AGENDA MEMORANDUM

To: RHRA Board of Directors

Title: CONSTRUCTION UPDATE – PHASE I. TRAIL AND INCLINE

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1. Construction Update

- Trails and Incline – Large amounts of traffic
- Parking Lot
- Phone Calls – dogs, port-a-lets, bike rack, traffic, and pedestrians
- Extra Signs
- Safety at PWSD Plant and entrance road
  
- Waiting on Asbuilts and minor warranty items to be complete to issue project completion and 2-year warranty period for Western States.

# Rueter-Hess Recreation Authority

## Balance Sheet

As of November 30, 2020

Nov 30, 20

### ASSETS

#### Current Assets

##### Checking/Savings

10100 · Wells Fargo - Operating 449,271.33

10200 · ColoTrust - Investment 1,130,588.29

**Total Checking/Savings** 1,579,859.62

##### Accounts Receivable

12100 · Accounts Receivable 11,850.00

12200 · Misc. Accounts Receivable 2,024.00

**Total Accounts Receivable** 13,874.00

**Total Current Assets** 1,593,733.62

#### Fixed Assets

13000 · Construction in Progress 399,747.34

**Total Fixed Assets** 399,747.34

**TOTAL ASSETS** 1,993,480.96

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Accounts Payable

20100 · Accounts Payable 25,192.52

**Total Accounts Payable** 25,192.52

##### Other Current Liabilities

21000 · Event Security Deposits 500.00

22500 · Retainage Payable 64,659.00

**Total Other Current Liabilities** 65,159.00

**Total Current Liabilities** 90,351.52

**Total Liabilities** 90,351.52

#### Equity

30000 · Opening Balance Equity 23,319.56

32000 · Retained Earnings 2,510,316.29

**Net Income** -630,506.41

**Total Equity** 1,903,129.44

**TOTAL LIABILITIES & EQUITY** 1,993,480.96

**Rueter-Hess Recreation Authority**  
**Profit & Loss Budget Performance**  
**November 2020**

	Nov 20	Jan - Nov 20	Annual Budget	Variance
<b>Income</b>				
40100 · General Assessments	0.00	140,000.00	140,000.00	0.00
40200 · Capital Assessments	0.00	741,000.00	741,000.00	0.00
40300 · Recreational Revenue	11,850.00	20,053.93	20,000.00	-53.93
40400 · Application Fee Revenue	0.00	0.00	2,000.00	2,000.00
40500 · Interest Income	126.65	8,079.72	20,000.00	11,920.28
<b>Total Income</b>	<b>11,976.65</b>	<b>909,133.65</b>	<b>923,000.00</b>	<b>13,866.35</b>
<b>Expense</b>				
<b>50000 · Operations &amp; Maintenance</b>				
51100 · Management	0.00	20,000.00	20,000.00	0.00
51200 · Operations	5,880.00	20,635.98	25,000.00	4,364.02
51300 · Repairs & Maintenance	0.00	44,959.75	35,000.00	-9,959.75
51400 · Accounting Fees	0.00	11,775.20	17,500.00	5,724.80
51500 · Audit Fees	0.00	4,400.00	4,500.00	100.00
51600 · Legal Fees	3,306.00	19,339.00	25,000.00	5,661.00
51700 · Consulting Fees	0.00	0.00	4,500.00	4,500.00
51800 · Insurance	0.00	4,434.00	2,500.00	-1,934.00
51900 · Membership Dues	0.00	375.66	380.00	4.34
52000 · General & Administrative	3.21	1,779.24	2,000.00	220.76
59000 · Contingency - Operations	0.00	0.00	10,000.00	10,000.00
<b>Total 50000 · Operations &amp; Maintenance</b>	<b>9,189.21</b>	<b>127,698.83</b>	<b>146,380.00</b>	<b>18,681.17</b>
<b>70000 · CIP - Capital Expenditures</b>				
70110 · CIP - Master Plan	15,153.71	151,085.09	0.00	-151,085.09
70150 · CIP - RHR Entry Road Trail	0.00	0.00	250,000.00	250,000.00
70170 · CIP - RHR Shade Structure	0.00	0.00	45,000.00	45,000.00
70180 · CIP - RHR WS Shoreline Dest.	0.00	0.00	60,000.00	60,000.00
70190 · CIP - RHR Trails	0.00	159,866.38	900,000.00	740,133.62
70220 · CIP - RHR South Overlook	0.00	0.00	12,000.00	12,000.00
70240 · CIP - RHR Overlook Arrow Point	0.00	335,719.23	4,000.00	-331,719.23
70290 · CIP - N420 Hess Road Trails	0.00	101,373.51	0.00	-101,373.51
70300 · CIP - N420 R. Rueter Trails	0.00	82,025.45	450,000.00	367,974.55
70320 · CIP - N420 R. Rueter Picnic Area	0.00	103,716.47	0.00	-103,716.47
70330 · CIP - N420 Incline Challenge	0.00	401,534.44	250,000.00	-151,534.44
70350 · CIP - N420 Interpretive Signage	0.00	0.00	30,000.00	30,000.00
70370 · CIP - N420 Trails	0.00	76,620.66	40,000.00	-36,620.66
70400 · CIP - Other Rec Improvements	0.00	0.00	50,000.00	50,000.00
70900 · CIP - Contingency - Capital	0.00	0.00	450,000.00	450,000.00
<b>Total 70000 · CIP - Capital Expenditures</b>	<b>15,153.71</b>	<b>1,411,941.23</b>	<b>2,541,000.00</b>	<b>1,129,058.77</b>
<b>Total Expense</b>	<b>24,342.92</b>	<b>1,539,640.06</b>	<b>2,687,380.00</b>	<b>1,147,739.94</b>
<b>Net Income</b>	<b>-12,366.27</b>	<b>-630,506.41</b>	<b>-1,764,380.00</b>	<b>-1,133,873.59</b>

**Rueter-Hess Recreation Authority**  
**Check Detail**  
November 11 through December 8, 2020

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Paid Amount</b>
1223	12/07/2020	Colorado Special Districts	2021 Insurance	10100 · Wells Fargo - Operating	
POL-0005667	12/31/2020		2021 Insurance	11200 · Prepaid Expenses	3,296.00
					<u>3,296.00</u>
1224	12/07/2020	Mulhern MRE, Inc.	10.2020 Accounting Fees	10100 · Wells Fargo - Operating	
MMRE62235	10/31/2020		10.2020 Accounting Fees	51400 · Accounting Fees	1,650.00
					<u>1,650.00</u>
1225	12/07/2020	Parker Port-A-Potty, Inc.	12.2020 Portable Toilet	10100 · Wells Fargo - Operating	
A-100812	12/31/2020		12.2020 Portable Toilet	51200 · Operations	460.00
					<u>460.00</u>
1226	12/07/2020	Providence Infrastructure Consultants	11.2020 Pro Services	10100 · Wells Fargo - Operating	
201003.00_07	11/30/2020		11.2020 Pro Services	70110 · CIP - Master Plan	12,177.52
					<u>12,177.52</u>
1227	12/07/2020	Spencer Fane LLP		10100 · Wells Fargo - Operating	
1005561	10/31/2020		10.2020 Legal Fees	51600 · Legal Fees	2,179.00
1010036	11/30/2020		11.2020 Legal Fees	51600 · Legal Fees	3,306.00
					<u>5,485.00</u>
1228	12/07/2020	Town of Parker	2020 Paddle Days Expense Reimb.	10100 · Wells Fargo - Operating	
113020	11/30/2020		2020 Paddle Days Expense Reimb.	51200 · Operations	5,880.00
					<u>5,880.00</u>
<b>GRAND TOTAL:</b>					<b><u>28,948.52</u></b>

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1223
Check Amount:	3,296.00

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Colorado Special Districts  
Property & Liability Pool  
P.O. Box 1539  
Portland, OR 97207

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
12/31/2020	Bill	POL-0005667	3,296.00	3,296.00		3,296.00

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
12/31/2020	POL-0005667

Vendor
Colorado Special Districts Property & Liability Pool P.O. Box 1539 Portland, OR 97207

Bill Due	01/10/2021
Terms	
Memo	2021 Insurance

## Expenses

Account	Memo	Amount	Customer:Job
Prepaid Expenses	2021 Insurance	3,296.00	

Expense Total : 3,296.00

**Bill Total : \$3,296.00**



Colorado Special Districts  
Property and Liability Pool

Named Member:  
Rueter-Hess Recreation Authority  
18100 E. Woodman Drive  
Parker, CO 80134

Broker of Record:  
NO BROKER

Coverage No.	Entity ID	Effective Date	Expiration Date	Invoice Date
POL-0005667	12014	1/1/2021	EOD 12/31/2021	11/17/2020

Coverage	Contribution
Hired Auto Physical Damage	\$ 65.00
Non-Owned Auto Liability	\$ 132.00
General Liability	\$1,408.00
No-Fault Water Intrusion & Sewer Backup	\$ 228.00
Crime	\$ 300.00
Public Officials Liability	\$1,163.00
<b>Total Contribution</b>	<b>\$3,296</b>
Estimated Annualized Contribution (for budgeting purposes only) \$3,296.00	

*Please note: where included above, Hired Auto Physical Damage and Non-Owned Auto Liability are mandatory coverages and may not be removed. No-Fault Water Intrusion & Sewer Backup coverage may only be removed with completion of the No-Fault Opt Out Endorsement.*

*The following discounts are applied (Not applicable to minimum contributions):*

*10% Direct Discount*

**Please include a copy of the invoice with your check.**

**Please Remit Payment to:**

Colorado Special Districts Property and Liability Pool  
PO Box 1539  
Portland, OR 97207-1539

**Payment Due Upon Receipt**

Payment evidences acceptance of this coverage. NOTE: Terms of the Intergovernmental Agreement require timely payment to prevent automatic cancellation of coverage. Only the Colorado Special Districts Property and Liability Pool Board of Directors can extend the cancellation provision.

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1224
Check Amount:	1,650.00

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Mulhern MRE, Inc.  
188 Inverness Drive West  
Suite 150  
Englewood, CO 80112

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
10/31/2020	Bill	MMRE62235	1,650.00	1,650.00		1,650.00

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
10/31/2020	MMRE62235

Vendor
Mulhern MRE, Inc. 188 Inverness Drive West Suite 150 Englewood, CO 80112

Bill Due	11/10/2020
Terms	
Memo	10.2020 Accounting Fees

## Expenses

Account	Memo	Amount	Customer:Job
Accounting Fees	10.2020 Accounting Fees	1,650.00	

Expense Total : 1,650.00

**Bill Total : \$1,650.00**

# Mulhern MRE Inc

188 Inverness Drive West, Suite 150  
Englewood, CO 80112-  
Tel: (303) 649-9857 Fax: (303) 414-0671  
www.mulhernmre.com

## Invoice

Rueter Hess Recreational Authority  
c/o Mulhern MRE  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112-

**Invoice Date:** Nov 11, 2020  
**Invoice Num:** MMRE62235  
**Billing Through:** Oct 31, 2020

### Rueter Hess Recreation Authority (20-830:) - Managed by (TA)

#### Professional Services:

<u>Date</u>	<u>Employee</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
10/5/2020	TA	GENERAL ACCOUNTING	1.00	\$110.00	\$110.00
10/6/2020	TA	GENERAL ACCOUNTING	6.00	\$110.00	\$660.00
10/8/2020	TA	GENERAL ACCOUNTING	2.00	\$110.00	\$220.00
10/9/2020	TA	GENERAL ACCOUNTING	3.00	\$110.00	\$330.00
10/9/2020	TA	ACCOUNTS PAYABLE	1.00	\$110.00	\$110.00
10/19/2020	TA	GENERAL ACCOUNTING	2.00	\$110.00	\$220.00

**Total Services:** \$1,650.00

**Project (20-830:) Total Amount Due:** \$1,650.00

**Amount Due This Invoice:** \$1,650.00

*This invoice is due on 12/11/2020*

Contract Amount: \$15,000.00  
Amount Remaining: \$ 3,230.00

### Account Summary

Billed To Date	Paid To Date	Balance Due
\$ 11,775.20	\$ 8,145.20	\$ 3,630.00

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1225
Check Amount:	460.00

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Parker Port-A-Potty, Inc.  
P.O. Box 340  
Elizabeth, CO 80107

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
12/31/2020	Bill	A-100812	460.00	460.00		460.00

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
12/31/2020	A-100812

Vendor
Parker Port-A-Potty, Inc. P.O. Box 340 Elizabeth, CO 80107

Bill Due	01/10/2021
Terms	
Memo	12.2020 Portable Toilet

## Expenses

Account	Memo	Amount	Customer:Job
Operations	12.2020 Portable Toilet	460.00	

Expense Total : 460.00

**Bill Total : \$460.00**

**PARKER PORT-A-POTTY, INC.**

PO BOX 340  
ELIZABETH, CO 80107

Ph: 303-646-9475 Fax: 303-646-5195  
Email: PARKERPORTAPOTTY@GMAIL.COM



**Invoice**

Billing Address
PARKER WATER AND SANITATION DISTRICT 18100 E WOODMAN DR PARKER, CO 80134

Service Address
RUETER-HESS RECREATION C/O PARKER WATER & SANITATION 11865 HEIRLOOM PKWY PARKER, CO 80134

Phone: (720) 732-5293 Fax: (720) 842-4256

Cust #	Site #	Date	Clerk	Terms	P.O.#	Invoice #	Page
PARKERWATE	11906	11/25/2020	MD	COD		A-100812	Page 1 / 2

DESCRIPTION	RATE	QTY	AMOUNT
<b>11/23/2020- 12/22/2020</b> <b>SP</b> <b>SN# 1477</b>			
RENT MONTHLY-SPECIAL	115.00	1	115.00
SERVM-SPECIAL	65.00	1	65.00
WINTERIZATION MONTHLY-SPECIAL	10.00	1	10.00
DELIVERY FEE-SPECIAL	40.00	1	40.00
<b>11/23/2020- 12/22/2020</b> <b>SP</b> <b>SN# 1479</b>			
RENT MONTHLY-SPECIAL	115.00	1	115.00
SERVM-SPECIAL	65.00	1	65.00
WINTERIZATION MONTHLY-SPECIAL	10.00	1	10.00
DELIVERY FEE-SPECIAL	40.00	1	40.00
<b>Total</b>			<b>460.00</b>

PAY YOUR INVOICE ONLINE AT : [WWW.PARKERPORTAPOTTY.COM](http://WWW.PARKERPORTAPOTTY.COM)

PLEASE DO NOT HESITATE TO CONTACT US WITH ANY QUESTIONS, COMMENTS, OR CONCERNS. PARKER PORT-A-POTTY IS HONORED TO BE YOUR PORTABLE RESTROOM VENDOR AND WE VALUE YOUR FEEDBACK.

PARKER PORT-A-POTTY, INC. REQUIRES A ONE-MONTH MINIMUM PAYMENT (UNLESS IT IS A SPECIAL EVENT, IN WHICH THE INVOICE NEEDS TO BE PAID PRIOR TO DELIVERY). PAYMENT IS DUE UPON RECEIPT OF INVOICE. CUSTOMER IS RESPONSIBLE FOR ALL DAMAGES TO THE UNIT(S) WHILE IN THE CUSTOMERS POSSESSION. FOR THE FULL TERMS OF OUR SERVICES, PLEASE VISIT [WWW.PARKERPORTAPOTTY.COM](http://WWW.PARKERPORTAPOTTY.COM)

**PARKER PORT-A-POTTY, INC.**



PO BOX 340  
ELIZABETH, CO 80107

Ph: 303-646-9475 Fax: 303-646-5195  
Email: PARKERPORTAPOTTY@GMAIL.COM

DESCRIPTION	RATE	QTY	AMOUNT
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Page 2 / 2

Statement as of 11/25/2020	Future: 0.00	Current: 460.00	30 Day: 0.00	60 Day: 0.00	90 Day: 0.00	Total Due: 460.00
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Please detach here and return the bottom portion with your payment.

Div: A Cust #: PARKERWATE Site #: 11906 Invoice #: 100812

**From** PARKER WATER AND SANITATION  
DISTRICT  
18100 E WOODMAN DR  
PARKER, CO 80134

Invoice #	A-100812
-----------	----------

**To** PARKER PORT-A-POTTY, INC.  
PO BOX 340  
ELIZABETH, CO 80107

Invoice Total	460.00
Paid Amt	0.00
Adjustment Amt	0.00
<b>Balance</b>	<b>460.00</b>
Previous Balance	0.00
<b>Total Due</b>	<b>460.00</b>

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1226
Check Amount:	12,177.52

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Providence Infrastructure Consultants  
300 Plaza Drive  
Suite 320  
Highlands Ranch, CO 80129

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
11/30/2020	Bill	201003.00_07	12,177.52	12,177.52		12,177.52

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
11/30/2020	201003.00_07

Vendor
Providence Infrastructure Consultants 300 Plaza Drive Suite 320 Highlands Ranch, CO 80129

Bill Due	12/10/2020
Terms	
Memo	11.2020 Pro Services

## Expenses

Account	Memo	Amount	Customer:Job
CIP - Master Plan	11.2020 Pro Services	12,177.52	

Expense Total : 12,177.52

**Bill Total : \$12,177.52**



**Providence Infrastructure Consultants, Inc.**  
 300 Plaza Drive  
 Suite 320  
 Highlands Ranch, CO 80129  
 303-997-5035

PARKER WATER AND SANITATION DISTRICT  
 18100 E WOODMAN DR.  
 PARKER, CO 80134

Invoice number 201003.00\_07  
 Date 12/01/2020

Project 201003.00 Parker Reueter-Hess Rec  
 Project CM

For professional services through 12/01/2020

**101 Construction Oversight Services**

**Professional Fees**

	Hours	Rate	Billed Amount
JUAN C. RODRIGUEZ	31.00	100.96	3,129.76
Subtotal	31.00		3,129.76
MARK M. SCOTT	21.25	198.61	4,220.46
Subtotal	21.25		4,220.46
MARNIE D. BACHMAN	0.50		0.00
Subtotal	0.50		0.00

**Reimbursables**

	Units	Rate	Billed Amount
Mileage			
Non Vendor Reimbursables	380.00	0.575	218.50
JUAN C. RODRIGUEZ	375.00	0.575	215.63
Subtotal			434.13
Phase subtotal			7,784.35

**102 Punch List and Close Out Coordination**

**Reimbursables**

	Units	Rate	Billed Amount
Mileage			
JUAN C. RODRIGUEZ	214.00	0.575	123.05
Subtotal			123.05
Phase subtotal			123.05

**201 Project Stakeholder Coordination**

**Professional Fees**

	Hours	Rate	Billed Amount
MARK M. SCOTT	21.50	198.61	4,270.12
Subtotal	21.50		4,270.12



PARKER WATER AND SANITATION DISTRICT  
 Project 201003.00 Parker Reueter-Hess Rec Project CM

Invoice number 201003.00\_07  
 Date 12/01/2020

Phase subtotal 4,270.12

Invoice total **12,177.52**

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
201003.00_07	12/01/2020	12,177.52	12,177.52				
	Total	12,177.52	12,177.52	0.00	0.00	0.00	0.00

*OK to pay  
 Myra*

## MONTHLY INVOICE REPORT NO. 07



**PROJECT:** 2019 Rueter-Hess Construction Support - Reuter-Hess - Recreation Construction

Services for the Rueter-Hess Recreational Authority

**PROJECT PHASE:** Consulting Services

**PIC PROJECT NUMBER:** 201003.00

**REPORT DATE:** December 1, 2020

**PIC Invoice NUMBER:** 201003.00\_07

**SUBMITTED TO:** PWSD/RHRA (via email)

**REPORT BY:** Mark M. Scott

For the services through November 27, 2020 by Providence Infrastructure Consultants (PIC), this report summarizes progress related to the Construction support services for the Rueter-Hess Recreational Authority (RHRA) for the 2019 Recreational Construction program at the Rueter-Hess Reservoir in Parker CO for the RHRA. This report covers:

- I. Invoice Summary
- II. Overall Project Progress
- III. Schedule Updates
- IV. Outstanding Action Items

### I. Invoice Summary

The attached PIC invoice for services through November 27, 2020 is for work performed under this contract. This work was originally authorized on May 07, 2020 and amended on August 14, 2020; this represents the sixth invoice/report (Invoice # 201003.00\_07) for the project.

Budget status is as follows:

Invoice/ Report #	Budget	Billed to Date	Remaining	Comment
07	\$95,650 <sup>(1)</sup>	\$63,983.25	\$31,666.75	This October 2020 project billing is for \$12,177.52 (attached)

(1) = \$68,400 original contract plus \$27,250 amendment

### II. Overall Project Progress:

Below is a task-by-task summary of the work performed by PIC during this reporting period and a projection of work during the next reporting period.

#### Task 100 – CONSTRUCTION OVERSIGHT:

Activities occurring over this reporting period:

- Weekly construction on 11/4/20.
- Support to Design Engineer on Contractor questions.
- Support of field changes needed based on conditions in the field and design issues.
- Worked on close-out items including punch-list items and substantial completion items as the project reaches completion. This included additional site visits.
- Final walk through on 11/12/20

Activities to perform in next reporting period:

- Work on parking lot layouts and general coordination.
- Coordinate getting as-built data from Contractor.

Task 200 – COORDINATION ACTIVITIES:

Activities occurring over this reporting period:

- Assisted with responses to Contractor bid questions, review, and approval.
- Reviewed Designer's and Contractor's approaches and recommendations.
- Coordinated close-out activities and clean-up.
- Future project concepts.

Activities to perform in next reporting period:

- Coordinate with the RHRA as needed and perform Parking lot and other tasks as requested within budget.

III. Schedule/Budget Updates

---

- 1) Phase 1 work close to competition, only a couple outstanding items from the Contractor.
- 2) Working on a couple additional tasks within budget.

IV. Outstanding Action Items

---

- 1) None at this time.

END OF REPORT

If you have any questions on this billing or Report, please contact Mark M. Scott at 719-822-3114 or [mScott@providenceic.com](mailto:mScott@providenceic.com).

**ATTACHMENT: PIC Invoice No. 201003.00\_07**

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1227
Check Amount:	5,485.00

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Spencer Fane LLP  
P.O. Box 872037  
Kansas City, MO 64187

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
10/31/2020	Bill	1005561	2,179.00	2,179.00		2,179.00
11/30/2020	Bill	1010036	3,306.00	3,306.00		3,306.00

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
10/31/2020	1005561

Vendor
Spencer Fane LLP P.O. Box 872037 Kansas City, MO 64187

Bill Due	11/10/2020
Terms	
Memo	10.2020 Legal Fees

## Expenses

Account	Memo	Amount	Customer:Job
Legal Fees	10.2020 Legal Fees	2,179.00	

Expense Total : 2,179.00

**Bill Total : \$2,179.00**



# SpencerFane<sup>®</sup>

Phone 816.474.8100  
Federal ID # 44-0561981

Rueter-Hess Reservoir Recreation Authority  
c/o Toby Austin  
18100 E. Woodman Drive  
Parker, CO 80134

INVOICE NO.: 1005561  
INVOICE DATE: 11/10/2020  
CLIENT NO.: 5024127  
BILL ID: 0049

## BILLING SUMMARY

### CURRENT INVOICE

Total Legal Fees	2,179.00
Total Disbursements	0.00
<b>Current Total</b>	<b>2,179.00</b>

### Payment Options

#### ACH/Wire

ABA: 101000695 | Account Number: 9801704451 | SWIFT: UMKCUS44 | Bank Name: UMB Bank, n.a.

Remittance Email: [AccountsReceivable@SpencerFane.com](mailto:AccountsReceivable@SpencerFane.com)

#### Client/Matter

5024127-0001

#### Check

Spencer Fane LLP | PO Box 872037 | Kansas City, MO 64187-2037

#### Credit Card

[www.SpencerFane.com/Client-Resources](http://www.SpencerFane.com/Client-Resources)

11/10/2020  
CLIENT NO: 5024127  
Rueter-Hess Reservoir Recreation  
Authori



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INVOICE NO:1005561

**OUTSTANDING INVOICE**

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Matter Number</u>	<u>Matter Description</u>	<u>Original Amount</u>	<u>Payments</u>	<u>Balance Due</u>
1001302	10/14/2020	5024127-0001	General District Matters	2,092.00	0.00	2,092.00
1001302	10/14/2020	5024127-0003	Rules and Regulations	136.00	0.00	136.00
1001302	10/14/2020	5024127-0004	Minutes	50.00	0.00	50.00
1001302	10/14/2020	5024127-0300	Contracts/Other Governments	102.00	0.00	102.00
				<b>Invoice Total</b>		<b>2,380.00</b>
				<b>Outstanding Total</b>		<b>2,380.00</b>

11/10/2020  
CLIENT NO: 5024127  
Ruetter-Hess Reservoir Recreation  
Authori



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INVOICE NO:1005561

**SUMMARY OF INVOICE**

FOR PERIOD ENDING 10/31/2020  
(SEE DETAIL ATTACHED)

<u>Matter Number</u>	<u>Matter Description</u>	<u>Fees</u>	<u>Discount</u>	<u>Costs</u>	<u>Total</u>
5024127-0001	General District Matters	2,054.00	0.00	0.00	2,054.00
5024127-0004	Minutes	50.00	0.00	0.00	50.00
5024127-0005	Budgets	75.00	0.00	0.00	75.00
	<b>Invoice Total</b>				<b>2,179.00</b>
	Trust Balance		0.00		
	Other Unapplied Payments		0.00		

11/10/2020  
CLIENT NO: 5024127  
Rueter-Hess Reservoir Recreation  
Authori



**Re: File 5024127-0001      General District Matters**

Invoice for period ended      10/31/2020

<u>Date</u>	<u>Tkpr</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/09/2020	RWD	Prepare for and attend Board meeting.	2.40	912.00
10/19/2020	RWD	Review private and public lake issues; conference re: same.	0.40	152.00
10/26/2020	NMD	Call to Colorado Parks and Wildlife office to inquire about fishing and boating enforcement for private reservoirs.	0.30	99.00
10/27/2020	NMD	Call with Colorado Parks and Wildlife; prepare memo on fishing and boating enforcement for private reservoirs.	2.50	825.00
10/28/2020	NMD	Email to Attorney R. Dykstra regarding whether fishing and boating regulations apply to private reservoirs.	0.20	66.00

**Total Service**

2,054.00

**TOTAL FOR FILE 5024127-0001**

\$2,054.00

11/10/2020  
CLIENT NO: 5024127  
Rueter-Hess Reservoir Recreation  
Authori



**Re: File 5024127-0004**            **Minutes**  
Invoice for period ended        10/31/2020

<u>Date</u>	<u>Tkpr</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/19/2020	SGN	Update calendar;	0.20	50.00
<b>Total Service</b>				<hr/> 50.00
<b>TOTAL FOR FILE 5024127-0004</b>				<hr/> \$50.00

11/10/2020  
CLIENT NO: 5024127  
Rueter-Hess Reservoir Recreation  
Authori



**Re: File 5024127-0005            Budgets**  
Invoice for period ended            10/31/2020

<u>Date</u>	<u>Tkpr</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/02/2020	SGN	review files; update budget tracking;	0.30	75.00
<b>Total Service</b>				<hr/> 75.00
<b>TOTAL FOR FILE 5024127-0005</b>				<hr/> \$75.00

11/10/2020  
CLIENT NO: 5024127  
Rueter-Hess Reservoir Recreation  
Authori



SpencerFane®

Page 7  
INVOICE NO:1005561

**TIME AND FEES SUMMARY**

<u>Timekeeper</u>	<u>Rate</u>	<u>Hours</u>	<u>Fees</u>	<u>Standard Rate</u>
Russell W. Dykstra	380.00	2.80	1,064.00	460.00
Nicole M. Detweiler	330.00	3.00	990.00	330.00
Stephanie G. Net	250.00	0.50	125.00	250.00
<b>Totals</b>		<b>6.30</b>	<b>2,179.00</b>	

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
11/30/2020	1010036

Vendor
Spencer Fane LLP P.O. Box 872037 Kansas City, MO 64187

Bill Due	12/10/2020
Terms	
Memo	11.2020 Legal Fees

## Expenses

Account	Memo	Amount	Customer:Job
Legal Fees	11.2020 Legal Fees	3,306.00	

Expense Total : 3,306.00

**Bill Total : \$3,306.00**



# SpencerFane®

Phone 816.474.8100  
Federal ID # 44-0561981

Rueter-Hess Reservoir Recreation Authority  
c/o Toby Austin  
18100 E. Woodman Drive  
Parker, CO 80134

INVOICE NO.: 1010036  
INVOICE DATE: 12/02/2020  
CLIENT NO.: 5024127  
BILL ID: 0049

## BILLING SUMMARY

### CURRENT INVOICE

Total Legal Fees	3,306.00
Total Disbursements	0.00
<b>Current Total</b>	<b>3,306.00</b>

### Payment Options ACH/Wire

ABA: 101000695 | Account Number: 9801704451 | SWIFT: UMKCUS44 | Bank Name: UMB Bank, n.a.  
Remittance Email: [AccountsReceivable@SpencerFane.com](mailto:AccountsReceivable@SpencerFane.com)

### Client/Matter Check Credit Card

5024127-0001  
Spencer Fane LLP | PO Box 872037 | Kansas City, MO 64187-2037  
[www.SpencerFane.com/Client-Resources](http://www.SpencerFane.com/Client-Resources)



**OUTSTANDING INVOICE**

<b>Invoice Number</b>	<b>Invoice Date</b>	<b>Matter Number</b>	<b>Matter Description</b>	<b>Original Amount</b>	<b>Payments</b>	<b>Balance Due</b>
1005561	11/10/2020	5024127-0001	General District Matters	2,054.00	0.00	2,054.00
				<b>Invoice Total</b>		<b>2,054.00</b>
				<b>Outstanding Total</b>		<b>2,054.00</b>

Payments received after 12/02/2020 are not reflected in the prior outstanding listing.



**SUMMARY OF INVOICE**

FOR PERIOD ENDING 11/30/2020  
(SEE DETAIL ATTACHED)

<u>Matter Number</u>	<u>Matter Description</u>	<u>Fees</u>	<u>Discount</u>	<u>Costs</u>	<u>Total</u>
5024127-0001	General District Matters	3,306.00	0.00	0.00	3,306.00
	<b>Invoice Total</b>				<b>3,306.00</b>
	Trust Balance		0.00		
	Other Unapplied Payments		0.00		



Re: File 5024127-0001                      General District Matters

Invoice for period ended                      11/30/2020

<u>Date</u>	<u>Tkpr</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
11/02/2020	NMD	Contact Katie Doyle at Colorado Parks and Wildlife regarding scheduling a call to discuss regulations for a public reservoir.	0.20	66.00
11/03/2020	RWD	Review CPW research re: public fishery issue.	0.40	152.00
11/09/2020	NMD	Correspond with Katie Doyle at Colorado Parks and Wildlife regarding scheduling a call to discuss regulations of public reservoirs.	0.20	66.00
11/11/2020	RWD	Call with CPW representatives re: public v. private enforcement issues; review rules and regs and revise same.	1.50	570.00
11/11/2020	NMD	Conference call with Colorado Parks and Wildlife team regarding reservoir requirements.	0.60	198.00
11/11/2020	NMD	Begin draft of memorandum on Colorado Parks and Wildlife rules and regulations for Board meeting.	0.90	297.00
11/12/2020	NMD	Continue draft of memorandum on Colorado Parks and Wildlife rules and regulations for Board meeting.	1.90	627.00
11/13/2020	RWD	Revise memo re: fish stocking and representatives; prepare for and attend Board meeting.	2.50	950.00
11/18/2020	RWD	Call with Mr. Good re: COVID restriction issues.	0.20	76.00
11/20/2020	RWD	Prepare for and attend meeting re: management scope.	0.80	304.00
<b>Total Service</b>				<hr/> <b>3,306.00</b>
<b>TOTAL FOR FILE 5024127-0001</b>				<hr/> <b>\$3,306.00</b>



**TIME AND FEES SUMMARY**

<u>Timekeeper</u>	<u>Rate</u>	<u>Hours</u>	<u>Fees</u>	<u>Standard Rate</u>
Russell W. Dykstra	380.00	5.40	2,052.00	460.00
Nicole M. Detweiler	330.00	3.80	1,254.00	330.00
<b>Totals</b>		<b>9.20</b>	<b>3,306.00</b>	

# Bill Payment Stub

Check Date:	12/7/2020
Check No.:	1228
Check Amount:	5,880.00

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Paid To: Town of Parker  
20120 E. Main Street  
Parker, CO 80138

Date	Type	Reference	Original Amt.	Balance	Discount	Payment
11/30/2020	Bill	113020	5,880.00	5,880.00		5,880.00

# Bill

Rueter-Hess Recreation Authority  
188 Inverness Drive West  
#150  
Englewood, CO 80112

Date	Ref. No.
11/30/2020	113020

Vendor
Town of Parker 20120 E. Main Street Parker, CO 80138

Bill Due	12/10/2020
Terms	
Memo	2020 Paddle Days Expense Reimb.

## Expenses

Account	Memo	Amount	Customer:Job
Operations	2020 Paddle Days Expense Reimb.	5,880.00	

Expense Total : 5,880.00

**Bill Total : \$5,880.00**

## Toby Austin

---

**From:** Maleia Good <MGood@pwsd.org>  
**Sent:** Monday, December 7, 2020 11:58 AM  
**To:** Toby Austin  
**Subject:** FW: Town of Parker invoice for 2020 Paddle Days

**Importance:** High

Hi Toby:

While we "wait" for a real invoice from the Town of Parker for 2020 Paddle Days, can we use the email below as backup, and cut a check for \$5,880 to pay the Town of Parker?

I have already sent them an invoice for our income... but the check most likely won't be here by end of year

Thanks,

*Maleia Good*

Administration Manager

**ParkerWater**  
& SANITATION DISTRICT

18100 E Woodman Dr. Parker, CO 80134  
720-842-4264 direct [mgood@pwsd.org](mailto:mgood@pwsd.org)

**From:** Colton, Mary [mailto:mcolton@parkeronline.org]  
**Sent:** Monday, December 7, 2020 11:35 AM  
**To:** Maleia Good <MGood@pwsd.org>  
**Subject:** [EXTERNAL]invoice

Hi Maleia,

We finally approved the IGA so that we can exchange invoices, yippy skippy! We can invoice you for the administrative expenses and conversely you can invoice us for the paddle days revenue.

Total Paddle Days revenue - \$11,865

Total TOP Expenses - \$5,880

Thanks,  
Mary



Mary Colton, Director of Parks Recreation and Open Space

20120 E. Mainstreet Parker, CO 80138

303.805.3261 [www.ParkerRec.com](http://www.ParkerRec.com)



This email message and all attachments are for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message. Although the Town of Parker has taken reasonable precautions to ensure no viruses are present in this email, we accept no responsibility for any loss or damage arising from the use of this email or attachments.

**Rueter Hess Recreation Authority**  
**2021 Consolidated Budget**

	----- 2020 -----			2020 Budget	2021 Budget
	2019 Actual	Jan-Oct Actual	Oct-Dec Projection		
<b>Revenue:</b>			3		
40100 · General Assessments	140,000	140,000	-	140,000	350,000
40200 · Capital Assessments	789,000	741,000	-	741,000	531,000
40300 · Recreational Income	16,015	8,204	-	8,204	60,000
40400 · Application Fee Income	400	-	-	-	500
40500 · Interest & Other Income	25,897	7,953	440	8,393	10,000
45000 · Misc. Income	-	-	-	-	-
<b>Total Revenue</b>	<b>971,312</b>	<b>897,157</b>	<b>440</b>	<b>897,597</b>	<b>951,500</b>
<b>Operating Expenses:</b>					
51100 · Management	17,000	20,000	-	20,000	50,000
51200 · Operations	14,810	14,756	-	14,756	300,000
51300 · Repairs & Maint	30,960	44,960	30,000	74,960	35,000
51400 · Accounting	12,379	10,125	1,800	11,925	20,000
51500 · Audit	4,300	4,400	-	4,400	4,750
51600 · Legal	11,407	13,854	2,771	16,625	25,000
51700 · Consulting Fees	-	-	-	-	40,000
51800 · Insurance	2,013	4,434	-	4,434	2,500
51900 · Membership Dues	-	376	-	-	380
52000 · General & Administrative	1,832	1,776	100	1,876	2,000
52100 · Depreciation Expense	-	-	-	-	-
59000 · Contingency	-	-	-	-	10,000
<b>Total Operating Expenditures</b>	<b>94,702</b>	<b>114,681</b>	<b>34,671</b>	<b>149,351</b>	<b>489,630</b>
<b>Capital Projects:</b>					
70110 · CIP - Master Plan	119,128	-	-	-	-
70120 · CIP - RHR Lower Parking Lot "E"	-	-	-	-	-
70130 · CIP - RHR Entry Fence/Drive	-	-	-	-	-
70140 · CIP - RHR Entry Station/Bldg	-	-	-	-	-
70150 · CIP - RHR Entry Road Trail	-	-	-	-	15,000
70160 · CIP - RHR Upper Parking Lot	-	-	-	-	70,000
70170 · CIP - RHR Shade Structure	-	-	-	-	45,000
70180 · CIP - RHR WS Shoreline Dest.	-	-	-	-	60,000
70190 · CIP - RHR Trails	765	177,101	35,923	213,024	458,700
70200 · CIP - RHR ADA Parking Lot	-	-	-	-	-
70210 · CIP - RHR ADA Trail Loop	-	-	-	-	-
70220 · CIP - RHR South Overlook (3-Adit, Pelican, P)	-	-	-	-	12,000
70230 · CIP - RHR Upper Lot Picnic	-	-	-	-	-
70240 · CIP - RHR Overlook Arrow Point	-	371,913	21,676	393,589	27,500
70250 · CIP - RHR Overflow Parking Percy Hess Lot	-	-	-	-	20,000
70260 · CIP - RHR Camping - Woodstone	-	-	-	-	-
70270 · CIP - RHR Camping - Prospectors	-	-	-	-	-
70280 · CIP - RHR Concessions	-	-	-	-	-
70290 · CIP - N420 Hess Road Trails and Parking Lot	-	112,302	42,942	155,245	100,000
70300 · CIP - N420 Rosie Rueter Trails	-	90,869	17,548	108,416	50,000
70310 · CIP - N420 Hess Rd Picnic Area	-	-	-	-	-
70320 · CIP - N420 R. Rueter Picnic Area	-	114,898	41,405	156,303	-
70330 · CIP - N420 Incline Challenge	-	444,823	84,010	528,834	101,750
70340 · CIP - N420 Xeriscape Garden	-	-	-	-	-
70350 · CIP - N420 Interpretive & Trail Signage	-	-	-	-	20,000
70360 · CIP - N420 Archery Facility	-	-	-	-	-
70370 · CIP - N420 Trails	-	84,881	31,496	116,377	40,000
70380 · CIP - N420 Sledding Hill	-	-	-	-	-
70390 · CIP - RHR Fish Stocking	-	-	-	-	50,000
70400 · CIP - Other Rec Improvements	6,329	-	-	-	95,000
70900 · CIP - Contingency - Capital	-	-	-	-	300,000
<b>Total Capital Projects Expenditures</b>	<b>126,222</b>	<b>1,396,788</b>	<b>275,000</b>	<b>1,671,788</b>	<b>1,434,450</b>
<b>Total Expenditures</b>	<b>220,924</b>	<b>1,511,468</b>	<b>309,671</b>	<b>1,821,139</b>	<b>1,924,080</b>
<b>Revenue in Excess of Expenditures</b>	<b>750,388</b>	<b>(614,311)</b>	<b>(309,231)</b>	<b>(923,542)</b>	<b>(972,580)</b>
Fund Balance Beginning of Period	1,383,500	2,133,888	-	2,133,888	1,210,346
<b>Fund Balance End of Period</b>	<b>2,133,888</b>	<b>1,519,577</b>	<b>(309,231)</b>	<b>1,210,346</b>	<b>237,766</b>

**RESOLUTION  
TO ADOPT 2021 BUDGET AND APPROPRIATE SUMS OF MONEY  
RUETER-HESS RECREATION AUTHORITY**

A 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, 2021, AND ENDING ON THE LAST DAY OF DECEMBER, 2021,

WHEREAS, the Board of Directors of the Rueter-Hess Recreation Authority has authorized its consultants to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget has been submitted to the Board of Directors of the District for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was available for inspection by the public at a designated public office, a public hearing was held on December 11, 2020, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves or fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE RUETER-HESS RECREATION AUTHORITY OF DOUGLAS COUNTY, COLORADO:

Section 1. Adoption of Budget. That the budget as submitted, and attached hereto and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted as the budget of the Rueter-Hess Recreation Authority for calendar year 2021.

Section 2. Budget Revenues. That the estimated revenues for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 3. Budget Expenditures. That the estimated expenditures for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 4. Property Tax and Fiscal Year Spending Limits. That, being fully informed, the Board finds that the foregoing budget and mill levies do not result in a violation of any applicable property tax or fiscal year spending limitation.

Section 5. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

ADOPTED this 11th day of December, 2020.

RUETER-HESS  
RECREATION AUTHORITY

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President

ATTEST:

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Secretary

ATTACH COPY OF THE ADOPTED BUDGET

**Rueter Hess Recreation Authority**  
**2021 Consolidated Budget**

	----- 2020 -----			2021 Budget	2021 Budget
	2019 Actual	Jan-Oct Actual	Oct-Dec Projection		
<b>Revenue:</b>			3		
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40400 · Application Fee Income	400	-	-	-	500
40500 · Interest & Other Income	25,897	7,953	440	8,393	10,000
45000 · Misc. Income	-	-	-	-	-
<b>Total Revenue</b>	<b>971,312</b>	<b>897,157</b>	<b>440</b>	<b>897,597</b>	<b>951,500</b>
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51100 · Management	17,000	20,000	-	20,000	50,000
51200 · Operations	14,810	14,756	-	14,756	300,000
51300 · Repairs & Maint	30,960	44,960	30,000	74,960	35,000
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59000 · Contingency	-	-	-	-	10,000
<b>Total Operating Expenditures</b>	<b>94,702</b>	<b>114,681</b>	<b>34,671</b>	<b>149,351</b>	<b>489,630</b>
<b>Capital Projects:</b>					
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70130 · CIP - RHR Entry Fence/Drive	-	-	-	-	-
70140 · CIP - RHR Entry Station/Bldg	-	-	-	-	-
70150 · CIP - RHR Entry Road Trail	-	-	-	-	15,000
70160 · CIP - RHR Upper Parking Lot	-	-	-	-	70,000
70170 · CIP - RHR Shade Structure	-	-	-	-	45,000
70180 · CIP - RHR WS Shoreline Dest.	-	-	-	-	60,000
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70380 · CIP - N420 Sledding Hill	-	-	-	-	-
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## EXCLUSION OF UNCOMPENSATED PUBLIC OFFICIALS

Name of Agency: RUETER-HESS RECREATION AUTHORITY

Federal Employer Identification # (FEIN): 36-4821809 Business Phone #: (303) 839-3800

Mailing Address: C/O Spencer Fane LLP, 1700 Lincoln Street, Suite 2000  
Street or P.O. Box / Suite #

Denver, CO 80203  
City State Zip

If Self-Insured Employer, enter the Permit Number: N/A

If not Self-Insured, enter the workers' compensation insurance carrier name and policy number:

N/A  
Insurance Carrier Name Policy Number

Upcoming Policy Period: From: 1/1/2021 To: 12/31/2021  
Month / Year Month / Year

List the Governing Body for the Agency, Category of uncompensated officials (i.e. board, commission, etc.) or any combination of categories of such officials that you are opting to exclude from coverage for the upcoming policy year and Names of Officials (Attach additional pages if needed):

Name of Governing Body: Board of Directors

Category

Name of Official

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

C.R.S. section 8-40-202(1)(a)(I)(B) provides an option to exclude from workers' compensation insurance coverage uncompensated elected or appointed officials. You must promptly notify each official of your exercise of the option to exclude them. This form must be filed with the Division of Workers' Compensation not less than forty-five (45) days before the start of the policy period for which the option is to be exercised. Attach governing body's resolution.

By signing this form, you are certifying that the above-named uncompensated, elected or appointed public officials are designated to be excluded from worker's compensation coverage for the upcoming policy year, pursuant to C.R.S. section 8-40-202(1)(a)(I)(B). You are also certifying that these officials have been notified of this exclusion.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: December 11, 2020 Title: \_\_\_\_\_

**Submit this form with the Governing Body's Resolution to: Division of Workers' Compensation, Coverage Enforcement Unit, 633 17th St., Suite 400, Denver, CO 80202-3626. If insured, please make a copy of this completed form and send it to your insurance carrier. If you have any questions, contact the Division of Workers' Compensation Customer Service Unit at 303.318.8700.**

C.R.S. section 10-1-128(6)(a) states: " It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies."

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
RUETER-HESS RECREATION AUTHORITY  
PROVIDING FOR DIRECTORS' EXCLUSION FROM  
WORKERS COMPENSATION COVERAGE**

WHEREAS, the Rueter-Hess Recreation Authority ("District") is a quasi-municipal corporation and political subdivision of the state of Colorado; and

WHEREAS, pursuant to Section 8-40-202(1)(a)(I)(B), C.R.S., the District may exclude appointed officials from the definition of "employee" within the meaning of Section 8-40-202(1)(a), C.R.S.; and

WHEREAS, the District has found and does hereby find that it is in the best interests of the District to exclude appointed officials from workers compensation coverage as permitted by such statute.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Rueter-Hess Recreation Authority, County of Douglas, Colorado, that:

1. Pursuant to Section 8-40-202(1)(a)(I)(B), C.R.S., the appointed officials of Rueter-Hess Recreation Authority shall not be deemed to be an employee within the meaning of Section 8-40-202(1)(a), C.R.S. Such exclusion shall apply for all policy years until such time as the exclusion may be repealed by the Board of Directors of the District.
2. The Secretary of the District shall provide notice to such excluded officials promptly.
3. This Resolution shall be effective immediately.

RESOLVED this 11th day of December, 2020.

RUETER-HESS RECREATION AUTHORITY

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE RUETER HESS RECREATION AUTHORITY  
CONCERNING ANNUAL ADMINISTRATIVE MATTERS  
2021**

WHEREAS, the Board of Directors of the Rueter-Hess Recreation Authority (the "Authority") is to perform certain tasks on a recurring basis in the operation of the Authority;

NOW, THEREFORE, BE IT RESOLVED by the Rueter-Hess Recreation Authority within Douglas County, Colorado, as follows:

1. Contact Person. The Board directs the Authority President to notify the Board of County Commissioners, the County Assessor, the County Treasurer, the County Clerk and Recorder, the governing body of the municipality in which the Authority is located, if applicable, and the Division of Local Government of the name of the Chairman of the Board, the contact person located within the Authority, if available, telephone number and business address of the Authority on or before January 15. The Board hereby names the Authority Manager as the contact person for the Authority. The contact person is authorized, under C.R.S. 24-10-109(3)(b) to accept notices of claims against the Authority and, if any such claim is received must promptly notify the President of the Board and General Counsel for the Authority of such receipt.

2. Budget. The Board directs its Accountant and/or Legal Counsel to submit a proposed budget to the Board by October 15; to schedule a public hearing on the proposed budget; to prepare a final budget, budget resolution and budget message, and any budget amendment(s) needed; and to file the approved budget and amendment(s) with the proper governmental entities in accordance with the Local Government Budget Law of Colorado, Sections 29-1-101 to 29-1-115, C.R.S.

3. Intergovernmental Agreements. If the Authority receives a written request from the Division of Local Government, the Board directs Legal Counsel to prepare and file within thirty days of such request, an informational listing of all contracts in effect with other political subdivisions, in compliance with Section 29-1-205, C.R.S.

4. Annual Securities Report. If required, the Board directs the Authority's Legal Counsel to prepare and file the annual public securities report for nonrated public securities issued by the Authority (if any), with the Department of Local Affairs on or before March 1, in accordance with Section 11-58-101 to 11-58-107, C.R.S.

5. Audit/Audit Exemption. The Board directs that an audit of the Authority's financial statements be prepared and submitted to the Board before June 30 and further directs that the Audit be filed with the State Auditor by July 31, as required by Section 29-1-603, C.R.S. In the event that the timetable will not be met, the Auditor and/or its Accountant are directed to request extensions of time to file the audit as needed. If neither the revenues nor the expenditures for the past year exceed \$100,000 then the Board directs that a short form application for exemption from audit shall be prepared. If either revenues or expenditures are

greater than \$100,000 but are less than or equal to \$750,000, then the Board directs that a long form application for exemption from audit shall be prepared. The short form or long form application shall be submitted to the Board and then filed with the State Auditor by March 31, as required by Section 29-1-604, C.R.S.

6. Unclaimed Property. The Board directs its Accountant to prepare the Unclaimed Property Act report and forward it to the State Treasurer by November 1 if there is Authority property presumed abandoned and subject to custody as unclaimed property, in accordance with Section 38-13-110, C.R.S.

7. Public Records. The Board designates the Board Secretary as the official custodian of public records as such term is used in Section 24-72-202, C.R.S., with the functions thereof hereby delegated to the Authority Manager as the custodian as defined in 24-72-202(1), C.R.S. The custodian is authorized to develop such procedures as may be reasonably required for the protection and retention of such records. On behalf of the Authority, the custodian may charge the maximum fees allowed by law for copies, research and retrieval, development of privilege log, and such other services as are authorized by law.

8. CORA Policy. Pursuant to Section 24-72-205, C.R.S., the Board has adopted a policy concerning research and retrieval fees for public records.

9. E-mail Policy. If the Authority has employees, the Board directs the following:

A. All employees of the Authority may have access to the Authority's electronic mail communications system, which access may include utilization of a Authority-assigned email address for use in both internal and external email communications.

B. Employees cannot expect a right of privacy in their use of the Authority's electronic communications system.

C. Employees understand, acknowledge and agree that all communications in the form of electronic mail may be considered a public record pursuant to the Colorado Open Records Act ("CORA") and may be subject to public inspection pursuant to C.R.S. Section 24-72-203 of CORA.

D. The Authority reserves the right to monitor an employee's electronic mail communication(s) including, but not limited to, circumstances where the Authority, in its sole discretion, reasonably believes that such communication(s) may be considered a public record pursuant to C.R.S. Section 24-72-203 of CORA.

10. Gifts and Honoraria. The Board is reminded that in accordance with the Fair Campaign Practices Act, each Board member is required to report to, and in a manner prescribed by, the Secretary of State certain items received in connection with their service, such report to be filed on or before January 15 of the year following receipt of the items, as required by Sections 1-45-109 and 24-6-203, C.R.S. No report needs to be filed unless a director receives \$25 or more in cash or loans, or real or personal property having a value of \$50 or more. Further, the Board is reminded that in accordance with C.R.S. Section 24-6-203, if a Board

member receives annual compensation from the Authority of more than \$1,600, then the Board member is required to file a quarterly report in the prescribed manner with the Secretary of State.

11. Newspaper. The Board designates The Douglas County News-Press and The Littleton Independent as the newspaper of general circulation within the boundaries of the Authority, or in the vicinity of the Authority if none is circulated within the Authority, and directs that all legal notices shall be published in the afore named newspapers, in accordance with Section 32-1-103(15), C.R.S. If publication in such newspaper is impossible or impracticable, then any legal newspaper published in the county may be used as an alternative.

12. Officers. The Authority has elected, in accordance with Section 32-1-902, C.R.S., the following Authority Representatives:

Darcy Beard	Parker Water & Sanitation District
Jeff Brauer	Town of Castle Rock
Mary Colton	Town of Parker
Larry Nimmo	City of Castle Pines
Randy Burkhardt	Douglas County
Rob Hanna	City of Lone Tree

Unless the Authority acts to elect new officers, or an officer resigns his office, such officers shall serve indefinitely.

13. Director Indemnification. The Board of Directors of the Authority extends the current indemnification resolution to allow the resolution to continue in effect as written. In the event an indemnification resolution is not in effect, then the approval of this administrative matters resolution shall be deemed to authorize indemnification of the Directors of the Authority when acting in good faith within the scope of their duties and in the best interests of the Authority, to the fullest extent allowed by law.

14. Designated Posting Location. The Board of Directors of the Authority designates the following location as the designated posting place for the posting of meeting notices and the posting location for meeting agendas, if available, in accordance with Section 24-6-402(2)(c), C.R.S.: Parker Water and Sanitation District Administrative Office, 18100 E. Woodman Drive, Parker, Colorado 80134.

15. Meetings. The Board determines to hold regular meetings on the second Friday of each month at 9:00 a.m. The location of the meetings will be at the Parker Water & Sanitation District Rueter-Hess Purification Facility located at 11865 Heirloom Parkway, Parker, Colorado 80134. In addition, regular and special meeting notices shall be posted at the designated posting location as identified above and at the Clerk and Recorder's office, all in accordance with Section 32-1-903, C.R.S. The Board directs the Authority Manager to prepare notices for posting at three public locations within the boundaries of the Authority, one of which is the designated posting location, and at the Clerk and Recorder's office. Legal Counsel shall revise the notices when the Board intends to make a final determination to issue or refund

general obligation indebtedness, to consolidate the Authority, to dissolve the Authority, to file a plan for adjustment of debt under federal bankruptcy law, or to enter into a private contract with a director, or not to make a scheduled bond payment.

16. Disclosure of Potential Conflict of Interest. The Board has determined that Legal Counsel may file general conflict of interest disclosure forms, if any, provided by board members with the Secretary of State, which forms may be updated as needed through information given to Legal Counsel by board members. If a specific conflict arises regarding a certain transaction of the Board, the Board member is required to notify Legal Counsel at least five days prior to the date of the meeting so that the transactional disclosure form may be filed in a timely manner, in accordance with Sections 32-1-902(3) and 18-8-308, C.R.S. Additionally, at the beginning of every term, Legal Counsel may request that each board member submit information regarding actual or potential conflicts of interest.

17. Special District Association. If the Authority becomes or is currently a member of the Special District Association (“SDA”), the Board directs its Accountant to pay the annual SDA membership dues in a timely manner.

18. Insurance. The Board directs Legal Counsel to at least biannually review all insurance policies and coverage in effect to determine appropriate insurance coverage is maintained.

19. PDPA. Pursuant to the provisions of the Colorado Public Deposit Protection Act §11-10.5-101, *et seq.*, C.R.S., the Board appoints the Accountant as the official custodian of public deposits.

20. Undocumented Worker Certification. In compliance with C.R.S. Section 8-17.5-101 *et seq.*, the Board directs that each existing and prospective service contract entered into by the Authority must contain specific language regarding the prohibition of the use of illegal aliens to perform work under a public contract for services.

21. Underground and Aboveground Storage Tanks. If applicable, the Board directs the Authority Manager to register and renew annually all underground and/or aboveground storage tanks with the state inspector of oils.

22. Underground Facility Locating. If applicable, the Board directs the Authority Manager to provide accurate information regarding the boundaries of the Authority’s service area, the type of underground facility that may be encountered within such service area, and the name, address and telephone number of a person who shall be the designated contact person for the information regarding the Authority’s underground facilities along with information concerning underground facilities that the Authority owns or operates which are not located within the designated service area to the Utility Notification Center of Colorado. The Board further authorizes the Authority to maintain its membership in the notification association as a “Tier 2” member, if applicable.

23. Recording of Conveyances of Real Property to the Authority. Pursuant to C.R.S 38-35-109.5(2), Legal Counsel is designated as an appropriate official to record conveyances of real property to the Authority within 30 days of such conveyance.

24. Ratification of Past Actions. The Board members have reviewed the minutes of every meeting of the Board conducted in 2020, and the Board, being fully advised of the premises, hereby ratifies and affirms each and every action of the Board taken in 2020.

25. Emergency Liaison Officer. The Board designates the President of the Authority, in his/her capacity as elected official for the Authority, as the Emergency Liaison Officer responsible for facilitating the cooperation and protection of the Authority in the work of disaster prevention, preparedness, response, and recovery with the Colorado Office of Emergency Management and any local disaster agencies. The Emergency Liaison Officer shall have the authority to designate such agents as (s)he shall determine appropriate to perform any and all acts necessary to facilitate the responsibilities of the Emergency Liaison Officer.

26. Dates Herein. All dates set forth in this Resolution shall be in 2021 unless otherwise specified.

27. This Resolution shall be deemed renewed each year until terminated or a new resolution is adopted.

28. Public Meetings and Execution of District Documents During COVID-19 Pandemic. As a political subdivision of the State of Colorado, the District furthers the Colorado General Assembly's intent to protect the health, safety, and general welfare of the people of the state of Colorado. The Board conducts public meetings to carry out its statutory responsibilities for the management, control, and supervision of all the business and affairs of the District.

However, due to the imminent threat of the global pandemic associated with the severe acute respiratory syndrome coronavirus SARS-CoV-2, commonly referred to as COVID-19, and to comply with various relevant local, state and federal orders, directives and guidelines, the Board has determined that conducting its regular and special meetings in a physical location may increase the risk of exposure to COVID-19 to Board members, District contractors and personnel, and the public who attend the meetings, and may be contrary to the District's purpose of protecting the public health, safety and welfare.

The Colorado Open Meetings Law expressly contemplates that political subdivisions may conduct public meetings by electronic methods, see C.R.S. §24-6-402(1)(b) ("Meeting' means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication."), and the District has the capability for the Board to conduct its regular and special public meetings through electronic communications systems that will allow the public to access and hear the meetings.

Therefore, the Board hereby adopts the following policy regarding regular and special meetings, and the electronic execution of District documents:

A. At the discretion of the Board, regular and special Board meetings may be conducted by teleconference, videoconference, or other electronic means, provided any sign-in, login or other participation information, or instructions on how to obtain such information, must be listed on each meeting notice and be made publicly available at least 24 hours prior to a meeting.

B. The Board expressly authorizes the execution of District documents on behalf of the Board through electronic methods such as DocuSign, electronic PDF, or similar means and in multiple counterparts, all of which shall constitute single, valid documents of the Board as if signed in paper format.

C. The Board hereby authorizes each of the District's consultants to take such further actions as may be necessary to comply with or facilitate public meetings, statutory filings and other requirements to conduct a public meeting consistent with the intent and purpose of this policy.

D. This policy shall remain in effect until revoked or otherwise modified by the Board.

*[remainder of page intentionally left blank; signature page follows]*

Adopted and approved this 11th day of December, 2020.

RUETER-HESS RECREATION AUTHORITY

By: \_\_\_\_\_  
President

ATTEST:

By: \_\_\_\_\_  
Secretary

Meeting Date: 12/11/2020

AGENDA MEMORANDUM

To: RHRA Board of Directors

Title: OPERATIONS AND MANAEMENT FOR 2021

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1. DISCUSSION

- South Suburban to contract for Operations Services for 2021
- PWSD to contract for Capital Improvement Engineering and Construction for 2021
- Spencer Fane LLP to contract for Administrative Board Meeting requirements

Meeting Date: 12/11/2020

AGENDA MEMORANDUM

To: RHRA Board of Directors

Title: PROGRAMS AND EVENTS FOR 2021

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1. We have received inquiries and requests for 2021 use of Rueter-Hess Reservoir from the vendors below.
  - Avid 4 Adventure
  - COSS
  - Without Limits
  - Girls Scouts

**INTERGOVERNMENTAL DISTRICT OPERATIONS AND SERVICE  
AGREEMENT**

THIS INTERGOVERNMENTAL DISTRICT OPERATIONS AND SERVICE AGREEMENT (the “Agreement”) is made and entered into the 1 day of April, 2021, by and between RUETER-HESS RECREATION AUTHORITY, a quasi-municipal corporation and political subdivision of the State of Colorado (the “Authority”), and SOUTH SUBURBAN PARK AND RECREATION DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the “District”). The Authority and the District are referred to herein as the “Parties.”

**RECITALS**

WHEREAS, the Authority was created to perform the planning, development, financing, construction, administration, operation, and maintenance of recreational uses, improvements, and facilities at the Rueter-Hess Reservoir (the “Property”); and

WHEREAS, pursuant to Article XIV, Section 18(2)(a) of the Colorado Constitution, and Section 29-1-201, *et seq.*, C.R.S., the Parties may cooperate or contract with each other to provide any function, service, or facility lawfully authorized to each District, including financing, constructing, operating, and maintaining public improvements; and

WHEREAS, the Authority desires to contract with the District to provide staff and resources to administer recreational programming and services on the Authority’s behalf; and

WHEREAS, the District has existing recreation staff, systems, and resources to provide the staff and resources to administer such recreational programming and services on the Authority’s behalf and desires to provide such staff and resources.

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

**AGREEMENT**

1. **Services.** On behalf of the Authority, the District shall provide the services generally set forth in Exhibit A, attached hereto and incorporated herein by this reference (hereinafter referred to as the “Services”). The District may conduct and program additional activities so long as the same are consistent with the type, duration, and extent of the activities set forth in Exhibit A. If the activities are inconsistent with those listed, the District shall provide a description of such activities to the Authority for review and approval prior to such activities being undertaken. The District shall provide the Services in accordance with the Authority’s Rules and Regulations, as may be amended from time to time, and in accordance with any guidance provided by the Authority board of directors.

The District shall engage all contractors and third parties required to carry out all functions necessary for the Services, provided that any such engagement shall be subject to termination by the Authority upon the same notice provided in Section 5 hereof.

2. **Costs of Services.** The District shall provide the Services and be responsible for all aspects of staffing, contracting, programming, scheduling, and supplying all internal equipment for the provision of the Services and for all costs and expenses related thereto except as provided in Exhibit A. The Authority shall compensate the District for the Services at rates set forth in Exhibit A on a time and materials basis but such charges shall not exceed \$100,000 for the initial term. The Parties shall assess and amend the not to exceed amount as necessary prior to the commencement of any subsequent terms. The District shall submit to the Authority by the first of each month detailed invoices of the direct costs presented for reimbursement.

3. **District Responsibilities.** The District shall be responsible for monitoring and enforcing access to the Property to ensure that only individuals enrolled in the programming and services offered through the Authority are allowed access to the Property. For programmed and contracted third party events, the District shall take reasonable measures to enforce and limit access only to the areas of the Property designated for each activity. The District shall be responsible for damages to the Property beyond those reasonably associated with the permitted use that are the result of Services the District provides. Any revenues arising from, or payable as a result of, the Services, shall constitute the property of the Authority unless a separate written agreement is entered into between the District and the Authority expressly regarding the disposition of such funds.

4. **Insurance.** The District shall carry insurance of the type and in the amounts as described in Exhibit B hereto. The District shall provide proof of such insurance coverage to the Authority on demand. All policies of insurance required hereby shall name the Authority as an additional insured party. Nothing herein shall be deemed a waiver of immunity granted to the Authority or the District as provided pursuant to Section 24-10-101, *et seq.*, C.R.S. Contracts with third party providers shall require indemnification of the Authority by all third parties and require the Authority to be named as an additional insured party on all policies. Activity waivers signed by participants shall include the Authority as a party that is indemnified and/or held harmless from any claims arising from activities undertaken on the Property.

5. **Term.** The term of this Agreement shall be from the Effective Date until December 31, 2021 and shall automatically renew for additional one-year periods unless either party provides written notice to the other party at least sixty (60) days prior to December 31 of the then effective term of its intent to terminate this Agreement. The Authority may terminate this Agreement for cause, in whole or in part, by delivering written notice of termination to the District specifying the extent and timing of and the basis for such termination. However, the Authority shall provide written notice to the District of the basis for any proposed termination and the District shall have fifteen (15) days to cure, repair, or address such basis to the reasonable satisfaction of the Authority. Upon the termination of this Agreement, the District shall cause all contracts relating to

the Services to be assigned to or at the direction of the Authority. The Authority shall pay the District all costs the District incurs prior to the date of termination.

6. **Compliance with Laws and Requirements.** The District shall be informed of and comply with all federal, state, and local laws, ordinances, and regulations, including the Rules and Regulations of the Authority, regarding provision of the Services and use of the Property.

7. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. Facsimile and electronic counterpart signatures to this Agreement shall be acceptable and binding.

8. **No Unintended Third Party Beneficiaries.** Nothing expressed or implied in this Agreement is intended or shall be construed to confer upon, or to give to, any person other than the Parties hereto, any rights, remedy, or claim under or by reason of this Agreement or any covenants, terms, conditions, or provisions thereof, and all of the covenants, terms, conditions, and provisions in this Agreement by and on behalf of the Parties shall be for the sole and exclusive benefit of the parties. This Agreement is not intended to create any third-party beneficiaries, implied trusts, or similar implied agreements, nor may the provisions hereof be enforced by any person or entity not a party hereto, including without limitation, the owners of bonds issued by the Parties.

9. **Severability.** If any covenant, term, condition, or provision under this Agreement shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of such covenant, term, condition, or provision shall not affect any other provision contained herein, the intention being that such provisions are severable.

10. **Amendment.** This Agreement may be amended from time to time by agreement between the Parties; provided, however, that no amendment, modification, or alteration of the terms or provisions hereof shall be binding upon the Parties unless the same is in writing and duly executed by the Parties.

IN WITNESS WHEREOF, the Authority and the District have executed this Agreement on the date first above written.

RUETER-HESS RECREATION  
AUTHORITY

DS  
JB  
ATTEST:

DocuSigned by:  
By: Ron Redd  
C5520535CA6849D...  
Ron Redd  
\_\_\_\_\_  
Parker Water & Sanitation Dist

President  
DocuSigned by:  
[Signature]  
4BBFCE5C176C46B...  
DocuSigned by:  
Jeff Brauer  
\_\_\_\_\_, Secretary  
C2023CB0DAFF460...

SOUTH SUBURBAN PARK AND  
RECREATION DISTRICT  
DocuSigned by:  
By: Rob Hanna  
712B3ADC60054C9...  
Rob Hanna  
\_\_\_\_\_  
Executive Director

DS  
Ml  
ATTEST:

President  
DocuSigned by:  
Susan K. Pye  
0400A05837804B7...  
DocuSigned by:  
Peter J. Barrett  
\_\_\_\_\_, Secretary  
DEF4AC04541E49D...

**EXHIBIT A**

# *Rueter-Hess* **Recreation**

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**2021**

**Management & operations**

**scope of work**

## SECTION 1 –INTRODUCTION

### 2021 OPERATIONS AND ADMINISTRATION SCOPE OF WORK

The Rueter-Hess Recreation Authority (RHRA) is providing this Scope of Work for Management and Operations for the recreation activities undertaken by the Authority. The Authority will undertake an increase in events and open public days for 2021 with anticipation of an increasing scale of activity in subsequent years. This scope of work outlines the requirements necessary to manage the operations of the Rueter-Hess Recreation Authority's activities and meant as a general guide to the activities to be undertaken with the intent of the parties that the scope will be further developed over the course of the agreement based on the needs of the Authority and feedback from the Manager.

#### 1.1 GENERAL INFORMATION

The Rueter-Hess Recreation Authority is a regional collaboration of six local governments authorized to construct and operate recreational facilities at Rueter-Hess Reservoir. The Rueter-Hess Recreation Authority Board is made up of:

- Parker Water & Sanitation District
- Town of Castle Rock
- Town of Parker
- City of Castle Pines
- Douglas County
- City of Lone Tree

The *Scope of Work* for the 2021 Management & Operations is based on achieving the following goals for The RHRA:

- All facets of management and operations to allow public access to the Incline Challenge and Trails on the north side of Hess Road opening daily, all year, from sunrise to sunset.
- All facets of management and operations to allow opening to the public for "Paddle Days" on Friday, Saturday and Sunday from Memorial Day weekend through Labor Day weekend; and the Mondays of Memorial Day and Labor Day. Management and coordination of weekday use and special events to be included per Authority policies.
- Coordinate, schedule and manage approved vendors, Authority member activities, and special events.

- Manage operations, administration and scheduling requirements of the Authority.
- Capital infrastructure management/administration to continue to build the master recreation plan as required in coordination with Parker Water & Sanitation District.

## SECTION 2 - SCOPE OF WORK

The following outlined scope of work for the management and operation of the Rueter-Hess Recreation Authority is a general description of the typical requirements for operating the RHRA, and some items may be added to this scope as they are later identified. As a developing operational facility, clear communication and development of processes and operations will require flexibility and cooperation between the Vendor and Authority.

### 2.1 OPERATIONS

Operations of the recreation infrastructure at ***Rueter-Hess Reservoir*** on Friday, Saturday and Sunday from Memorial Day Weekend through Labor Day Weekend, and the Mondays of Memorial Day and Labor Day):

#### Staffing Needs

- Gate Staff - Traffic Control – Registration/Participant Verification
- Rangers – Safety/Security/Regulation Enforcement
- Certified Watercraft Inspectors
- Trail Maintenance and Patrol
- On-Water Patrol
- Trash pickup and picnic shelter sanitizing
- Mowing: watercraft shoreline, additional parking, incline parking and trail areas and other areas as required. Porta-Potty inspections and vendor contracting

Operations of the recreation infrastructure on the north side of Hess Road (***Incline Challenge and Trails***) will be open daily, all year from sunup to sundown.

#### Staffing Needs

- Trail Maintenance and Patrol - Safety/Security/Regulation Enforcement
- Trash pickup, dog station maintenance and signage maintenance
- Mowing: additional parking, trail approaches and other areas as needed
- Porta-Potty inspections and vendor contracting/management

Equipment and storage facilities provided by the Authority for daily operations:

Equipment Needs

- 4-wheel ATV
- Watercraft
- Storage Unit
- Janitorial Equipment for cleaning/trash.
- Point of Sale system ??
- Radios
- RHRA shirts / jackets / safety vests

## 2.2 ADMINISTRATION MANAGEMENT

Monthly administration coordination with the Rueter-Hess Recreation Authority:

- Coordinate with the Authority's legal counsel, accounting firm, and other contracted entities.
- Provide reports, recommendations and proposals for Board Meetings
- Attend Authority board meetings and provide presentations as needed
- Prepare management and operational budgets and updates on a monthly basis
- Coordination with Authority accountant for payment processing related to management and operations vendor and contractor activities
- Website creation and management
  
- Undertake branding efforts to minimize public confusion about who manages and operates the recreation and promote the Authority in consultation with the Authority. This should include the registration page and process, website information, staff shirts (park rangers, front gate staff, boat inspectors, etc.), publications, etc. should state **Rueter-Hess Recreation Authority** (*and not the Operations Contract Vendor*).
- Activities Participant Scheduling and Registration – ONLY branded with RHRA (not vendor).
- Activities Participant Payments - processing and reconciliations of vendor and facility user fees.
- Coordination of Vendor/Special Event proposals, contracts, insurance and emergency response plans submitted to RHRA for approvals. Operations Contract Vendor will have the authority to

approve any event, site access, or activity as established within the Authority policy and allowed schedule of events. Special events (beyond Authority established policy and schedule) to be brought to the Authority Board of Directors for approval. Operations Contract Vendor will be responsible for accepting and administering applications for activities and presenting to the Authority for consideration at regular Board of Director meetings and coordinating with users per Authority policies and applications.

- Calendar coordination of all ongoing events.
- Coordination and approvals as may be required with Parker Water & Sanitation District (PWSD).
- Security and Badge management – Gate authorizations for special events and approved through RHRA and PWSD.
- 100% total revenue for all activities will be reported and paid to Authority accountant on a monthly basis.
- Operations Contract Vendor contracted amount for services shall be invoiced to the Authority on a monthly basis.
- Operations Contract Vendor may not purchase any items or equipment on behalf of, or for use Authority, without advance written approval from the Authority. Except as provided herein, Operations Contract Vendor shall be solely responsible for all equipment, costs and expenses related to the performance of this scope of work.

**2021 Rueter Hess Unit Costs**

	<u>Est. Hours</u>	<u>Rate per hour</u>	<u>Total Cost</u>
Recreation Specialists	750	22.00	16,500.00
Registration Specialists	250	15.00	3,750.00
Sr. Park Ranger	700	22.00	15,400.00
Park Ranger	1600	15.00	24,000.00
Total			<u>35,650.00</u>
Emp Benefits		20.00%	<u>7,130.00</u>
Management Fee		LS	<u>50,000.00</u>
Est. Total			<u>92,780.00</u>

## **EXHIBIT B**

### **Insurance Requirements**

1. Worker's compensation insurance in accordance with applicable law.
2. Comprehensive general liability insurance in the amount of \$1,000,000 combined single limit bodily injury and property damage, each occurrence; \$1,000,000 general aggregate.
3. Automobile liability insurance in the amount of \$1,000,000 combined single limit bodily injury and property damage, each accident.