

**MINUTES OF THE  
REGULAR BOARD MEETING OF THE  
WESTERN ELMORE COUNTY RECREATION DISTRICT  
January 18, 2017 at 6:00 P.M.**

The regular meeting of the Western Elmore County Recreation District was called to order by President Art Nelson at 6:00 p.m. on January 18, 2017. President Nelson announced that Attorney, Cheresse McLain, and Treasurer, Judy Erwin, had notified him that they would be unable to attend due to hazardous road conditions. The following were present:

President: Art Nelson  
Secretary/Director: Judy Mayne  
Director: Connie Clark  
Guests

**I. Quorum:**

President Nelson established by roll call that there was a quorum with all three directors present and voting aye.

President Nelson made a motion to amend the agenda to move item **V. New Business, A. Carl Miller Park Inclusive Playground Project** prior to item II as the presenter had another meeting to attend. The motion was seconded by Director Judy Mayne. A vote was taken with all three directors concurred with amending the agenda. Motion passed.

Susie Colthorp, City of Mountain Home Grant Administrator, addressed the Board, answered questions, provided supporting documentation, and a grant request form regarding a planned Inclusive Playground Project for Carl Miller Park suitable for all children including those with disabilities. The total project cost is \$115,829. The city's contribution is \$8,774 (cash match) and \$29,284 (in-kind match). The city is requesting a federal grant from the Land and Water Conservation Fund for \$57,771. Submission date to the Idaho Department of Parks and Recreation is NLT January 27, 2017. The grant amount requested from the WECRD is \$20,000 and a letter of commitment would be needed. No decision was made at this time.

**II. Minutes:**

Minutes of the regular Board meeting of December 21, 2016, were available for the Board to review. Director Connie Clark made a motion to approve the minutes from December 21 as written. The motion was seconded by Director Judy Mayne. A vote was taken with all three directors in favor of accepting the minutes as written. Motion passed.

**III. Reports:**

**A. Secretary's Report** – Secretary Judy Mayne had nothing to report.

## **B. Treasurer's Report**

1. Bills: A list of bills totaling \$6,443.71 was prepared by the Treasurer. Director Judy Mayne made a motion to pay the bills in the amount of \$6,443.71, and the motion was seconded by Director Connie Clark. The vote was unanimous in favor of paying the bills. Motion passed.
2. Treasurer's Report: The Board reviewed the Treasurer's Report prepared by Treasurer Judy Erwin. Director Connie Clark Director made a motion to accept the Treasurer's Report and Director Judy Mayne seconded the motion. A vote was taken with all three Directors in favor of accepting the report as written. The motion passed.
3. CD coming due 1<sup>st</sup> week of February: Treasurer Erwin had provided current rates from various financial institutions but the amount of the CD was unknown. This item was tabled.

## **IV. Old Business**

### **A. Floodplain Study Update**

President Art Nelson briefed on a meeting he had with city representatives, Mike Mc Cain and Councilman Geoff Schroeder, and Mike Williams (our contracted Floodplain Supervisor). No Elmore County representative attended but they have expressed interest. Approach options were discussed regarding the LIDAR (Light Detection and Ranging – defined as a remote sensing method used to examine the surface of the Earth) and a hydrology study and FEMA study and splitting the cost between the 3 entities. Attorney Cherese McLain will be checking into the cost and time frame.

### **B. RFP for Optimist Park Announcer's Stand**

President Nelson stated that the RFP for the Crow's Nest project closes on January 24 at 2 p.m. and all received bids will be opened on January 25, 2017 at 6 p.m.

### **C. Library Cards- Mountain Home Public Library**

President Nelson briefed on his meeting with the Library Board. He stated that the city attorney does not see the need for an MOU and that our attorney agreed. They both concur that there is no double taxation issue. The Library Board will be discussing how they would bill us at their February meeting and they are aware that our proposed cap is \$35,000. Director Mayne has spoken to Terry Hughes at the Elmore County Assessor's Office regarding procuring address labels for non-city WECRD residents. There are 3,773 parcels in this category and they will print the labels for us. They will charge us \$33.01 for a box of 5,000 labels and provide the labor at no cost. A post card or brochure describing the program will need to be developed. A motion was made by Director Connie Clark to go ahead with the library card program that will open up library cards to county (WECRD) citizens outside of the city. This will be capped at \$35,000 to be reviewed at a future date. The motion was seconded by Director Mayne and the vote was unanimous. Motion passed.

**D. Legislative Update** – No update.

### **E. Hiring Civil Engineer/Project Manager**

President Nelson reported that 3 candidates have shown interest to date.

**F. Office Maintenance**

President Nelson said that the new server has been purchased for \$369.91, installed and is working well. After negotiating the price from an estimate of \$585.00, a carpet cleaning company has agreed to clean the chairs and carpeting for \$500.00.

**G. Facility Use**

President Nelson indicated that the Okinawan Karate group is no longer pursuing use of the facility. They will wait until their deployed instructor returns in April.

**V. New Business**

**A. (See item I above)**

**B. Dog Park Project**

Director Judy Mayne reported that the WECRD and City of Mountain Home are exploring a pilot project for a dog park at the old animal shelter site. In a preliminary discussion with Councilman Geoff Schroeder, he believes the city would be willing to provide this land, some labor and equipment, and some materials they have on hand as well as maintenance of the facility. The site is about 1/2 to 3/4 of an acre, fenced, and has grass and water. Over the years a number of citizens have approached the city about the need for a dog park. Director Mayne is in the process of identifying community members to explore options. She has identified Humane Society and AKC dog park guidelines and obtained information on some Idaho dog parks.

**VI. Public Comment**

Two members of the public spoke. One commented about the library program and the amount involved which was clarified as a cap of \$35,000. The other stated that the community voted for a recreation facility and asked how the Board knows what the community wants. He requested that the Board do a survey.

**VII. Executive Session**

President Art Nelson made a motion at 6:35 p.m. to convene in Executive Session in accordance with *Idaho Code* §74-206 (1) (a) to discuss qualifications for hiring a potential employee. The motion was seconded by Director Connie Clark, and the voice roll call vote was taken:

President Art Nelson:	Aye
Director Connie Clark:	Aye
Director Judy Mayne:	Aye

The Board returned from Executive Session at 7:30 p.m.

**VIII. Discuss publishing job opening and hiring an employee**

No discussion was held at this time.

**VIII. Adjournment**

Director Connie Clark made a motion to adjourn the meeting. The motion was seconded by Director Judy Mayne. A vote was held with all three Directors voting in favor. Motion passed, and the meeting adjourned at 7:30 p.m.

Submitted by:

\_\_\_\_\_  
Judy Mayne, Secretary

APPROVED:

as written

as amended

\_\_\_\_\_  
Art Nelson, President