

MINUTES
SPECIAL BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
January 24, 2018 at 6:00PM

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

President Dan Gillies called the meeting to order at 6:00PM. A quorum was established with all directors present.

The following individuals were present:

President: Dan Gillies
Vice-president: Lee Pierce
Director: Doug Meyer
Treasurer: Judy Erwin
Administrator: Tarl Smith
Engineer: Amy Woodruff
Ryan Carnie, GeoEngineers
Jared Zweigart, Millington-Zweigart Accounting
Nate Turner, LCA Architects
Guests

II. APPROVAL OF MINUTES

1. The Directors reviewed the minutes dated January 10, 2018, January 15, 2018 and January 17, 2018. Director Pierce made a motion to approve the minutes as written. Director Meyer seconded the motion. All board members voted in favor of approval of the minutes.

III. NEW BUSINESS

1. Jared Zweigart of Millington-Zweigart gave a summary of the audit, citing some challenges in internal controls, especially invoice approvals. Another potential challenge is the 10 EINs that the WECRD has which require a great deal of oversight. Mr. Zweigart stated that multiple EINs create a potential for fraud because of the great deal of attention that must be paid to monitor the various accounts associated with the EINs. He also stated that if the WECRD decided to close an EIN or EINs, the proper procedures must be followed. Mr. Zweigart stated that government accounting is different than for-profit entities, citing that management, in this case the Directors of the WECRD, bear the responsibility of the accounting of the entity. Mr. Zweigart covered the report itself in detail and explained the various aspects of it for the Directors. He stated that the type of audit done previously, before Millington-Zweigart took over, was for an entity building a center and collecting fees and that the switch to the current type was done later than it should have been. Director Pierce asked about the difficulty of switching back to that type of audit in the future and Mr. Zweigart stated that it would not be difficult.

2. Director Meyer made a motion to approve the audit for 2017-2018. Director Pierce seconded the motion and all Directors voted in favor of the approving the audit.

IV. TREASURER

1. Director Pierce made a motion to approve the financial report, dated January 18, 2018. Director Meyer seconded the motion, and all Directors voted in favor.

2. Treasurer Judy Erwin stated that the Board would need to approve the bills, not as written in the agenda, but as listed. Director Pierce reviewed the list of bills to be paid and asked what the toner cartridge was, with the bill listed under Wells Fargo. Treasurer Erwin stated that the previous board bought a new printer in October of 2017 with the intention of purchasing toner without a maintenance contract, but that the Board may want to revisit that now. Director Meyer made a motion to approve the bills as listed, in the amount of \$8,149.82. Director Pierce seconded the motion and all Directors voted in favor of approval.
3. Treasurer Judy Erwin reviewed the WECRD's Certificate of Deposit (CD) at Idaho Central Credit Union, which will mature on February 2. Director Pierce discussed moving approximately \$70,000.00 from the First Interstate Bank collateralized account to Idaho Central Credit Union to achieve a better interest rate.
4. Director Pierce made a motion to move \$68,400.00 from the First Interstate Bank collateralized account to add to the Idaho Central Credit Union certificate of deposit and renew it for a term of one year. Director Meyer seconded the motion and all Directors voted in favor of the motion.

V. ADMINISTRATOR

1. Administrator Tarl Smith presented a proposed meeting schedule for the calendar year of 2018, with the fourth Wednesday of each month as the Regular Board Meeting. Director Meyer made a motion to accept the proposed meeting schedule, and Director Pierce seconded the motion. All directors voted in favor of accepting the 2018 Meeting Schedule.

VI. ENGINEER UPDATES

1. Amy Woodruff introduced Ryan Carnie of GeoEngineers, a civil engineer and certified floodplain manager who was hired to do the floodplain study and revision to potentially submit to FEMA. Mr. Carnie detailed the efforts that GeoEngineers took to get an accurate accounting of the current floodplain and floodway for the WECRD property on 18th Street and the adjacent area. He also reviewed how the revision affects properties that may lie in the revised floodplain and floodway and gave the Directors the option to move forward with submittal of the revision to FEMA or to stop the process. GeoEngineers reviewed the 1994 floodplain map, with two different flood zones, base load elevations, inundation boundaries and floodway boundaries which the local floodplain administrators use to regulate disturbances in the flood zones and especially relevant to the WECRD, building code enforcement. Mr. Carnie stated that in 2010, the WECRD had a CLOMR-f approved to allow for building to proceed on the 18th Street property. Although the WECRD property would have a narrower floodplain and floodway, the property would still have restrictions to construction and use. The cost to move forward with the map revision to FEMA would be approximately \$8,000.00 for the review fee and could take six months to be approved. The map revision could also affect many properties within the revised floodplain and add an additional floodway which would affect properties that are not in a currently identified floodway.

Frank Marsh asked what the pros and cons would be if the WECRD chose to move forward with the revision. Ryan Carnie summarized that there is a choice to move forward, stating that the WECRD would have to approve the process moving forward, the affected owners of properties would have to be notified, the City and County floodplain administrators would need to sign off on the revision and FEMA would receive the information to review.

Betty Ashcraft asked how many feet of fill would be needed with the revision and Mr. Carnie stated that it would be reduced, although the regulatory floodplain and floodways would still exist.

Larry Steckleberg asked if a parking lot could be built in the floodplain and Mr. Carnie stated that insurable structures are what are mostly affected by the a floodplain, but that nothing can be built in a floodway.

Director Pierce stated that if the WECRD moved forward, the revision has a positive effect for the WECRD, but could negatively affect approximately 20 properties.

Amy Woodruff asked the Directors if a public meeting may be helpful to invite individuals who may be impacted by the new mapping, including an overlay of the new map with the old map for comparison, unless the information that was presented was sufficient for a decision.

Director Pierce suggested that the WECRD wait for one month to collect public opinion and consider the information that has been presented.

Frank Marsh suggested that the WECRD hold off on a meeting until the board has made a decision either way.

Nate Turner of LCA Architects stated that that LCA had a building plan with the CLOMR that was approved and that he would speak more about that when he addressed the Directors.

The Directors opted to conclude the discussion at that time and allow Mr. Turner to address the board as it may provide some helpful information.

2. Nate Turner of LCA Architects addressed the Board and offered insight to the floodplain and floodway topics that were addressed during the original building construction effort. He stated that the building site was raised with fill in accordance with the CLOMR in the northwest corner of the property, which was identified as the best location to build. He briefly reviewed the previous plans and cost effective measures that were taken. He stated that construction costs have gone up since the original design was created, with an additional 15-20%. In addition to offering LCA to redesign or build a new recreation facility, he also offered to assess the feasibility of renovating the Thrifty building on Airbase Road, but warned that energy codes have changed more than building codes and that renovation can be very costly.

Director Gillies asked if a study was done when the original building was designed and Mr. Turner stated that no study was done and that they were working with the CLOMR.

Director Pierce asked what the type of building the originally designed building was. Mr. Turner stated that it was a CMU concrete block structure primarily and that a redesign would be 7-8% of construction cost. He stated that a redesign would essentially amount to starting over, aside from the site work, which would be largely salvageable and could bring construction costs down. A redesign would take approximately six months. He suggested that the WECRD could research the Idaho State Public Works Board's Construction Manager At-Risk program which could speed up the process and a guaranteed maximum price.

Director Gillies asked if the construction was proposed with the Idaho State Public Works Board, would it affect the FEMA revision, and Amy Woodruff stated that if the Board decided to move forward with construction, then the WECRD would probably not want to submit the revision. Ryan Carnie confirmed that, stating that the two routes are very different and you could move forward with revision or the building, but at this time, it would be one or the other. Director Pierce asked when the revision and mapping expired, and Mr. Carnie stated that it does not expire. Director Pierce stated that he would like to look at available site construction under both floodplain and floodway maps to maximize buildability and expansion. Mr Turner stated that he has the plans that would show what can be built and can provide them to the WECRD.

Betty Ashcraft stated that minimizing the impact on neighboring properties was considered during the initial construction plan.

Nate Turner offered to schedule a meeting with the Directors to go over the previous plans to familiarize the Board with them. Tarl Smith and LCA Architects will set up a meeting with the board at a future date.

The Directors opted to table the matter of the floodway and floodplain mapping until consideration of the CLOMR in comparison with the new mapping can be done to determine whether the desired building can be constructed without any impact to the neighboring properties.

VII. LEGAL

1. Director Lee Pierce made a motion that the WECRD terminate its contract with MSBT Law and research other legal representation options in the local area. Director Meyer seconded the motion, and all Directors voted in favor of the motion.

VIII. OLD BUSINESS

1. Administrator Tarl Smith has spoken with Stephanie Tingley of Union Pacific, and they have granted a 120 Day extension from the original 90 day deadline date of February 5th, 2018 to allow the WECRD to continue negotiations with URA for the URA to consider purchasing Railroad Park.

IX. PUBLIC COMMENT

1. Al Foster asked why the previous building was canceled, considering that the process was approved. He further asked why the study needed to be done if the process was already underway, stating that he feels it was a waste of money. Director Pierce stated from his understanding, it was to reduce ultimately reduce construction cost, but that he was not on the board at the time. Director Meyer stated that the board cannot do anything about the past, but needs to move forward.

2. Larry Steckleberg stated that he would like to see more updates on the website and on the WECRD's Facebook page. Tarl Smith stated that the meeting was live on Facebook, specifically for that reason and that it would be available on the website and Facebook, for the reason of providing more updates and keeping the public informed.

X. ADJOURN

1. Director Pierce made a motion to adjourn the meeting and Director Meyer seconded the motion. All directors voted in favor of adjourning the meeting at 8:20PM. The next Special Board Meeting is scheduled for February 1, 2018 at 10:00AM.

Submitted by:

Tarl Smith, Administrator

Date

APPROVED:

as written

as amended

Dan Gillies, President

Date