

**MINUTES OF THE
SPECIAL BOARD MEETING OF THE
WESTERN ELMORE COUNTY RECREATION DISTRICT
January 25, 2017 at 6:00 P.M.**

The special meeting of the Western Elmore County Recreation District was called to order by President Art Nelson at 6:00 p.m. on January 25, 2017. The following were present:

President: Art Nelson
Secretary/Director: Judy Mayne
Director: Connie Clark
Attorney: Cherese McLain
Treasurer: Judy Erwin
Guests

I. Quorum:

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

II. Old Business

A. Carol Miller Inclusive Playground Project

Director Judy Mayne reported that she had spoken with Suzie Colthorp from the City of Mountain Home concerning the inclusive playground project which would allow our community to meet ADA (American Disabilities Act) requirements. If the grant request is approved, the WECRD share of matching funds for the project would be \$20,000 (twenty thousand dollars).

President Nelson stated that he felt the project brought before this board by Susie Colthorp of the City of Mountain Home would fall within the guidelines of the WECRD Expenditure Policy allowing for expenditures for equipment and apparatus. President Nelson then made a motion to fund a partial match to the City of Mountain Home for an inclusive play project for \$20,000 contingent upon the City receiving the grant from Idaho Parks and Recreation through the Land and Water Conservation Fund. The City of Mountain Home reference number for this grant application to Idaho Parks and Recreation is 2017/18-001. The motion was seconded by Director Connie Clark. A vote was taken which was unanimously in favor of the motion. Motion passed.

B. Optimist Park Announcer’s Stand- Opening of Bids

The Directors opened the bid packets from the two following firms:

1. BCI (Bideganeta Construction, Inc.) - **\$66,629.10**
2. C-2 Construction - **\$76,650 (\$73,000.00 + 5% contingency of \$3,650.00 = \$76,650.00)**

Attorney Cherese McLain stated that she felt both firms had satisfied the requirements of the RFP. If the Board opts to accept a bid, it is required by law to accept the lowest bid. She noted that the required 5% contingency was not included in the low bid (BCI). This was calculated at \$3,331.46 and added to the \$66,629.10 bid for a total of **\$69,960.56** – still the low bid.

After discussion and review of the documents, Director Connie Clark moved that we proceed with BCI (Bideganeta Construction) for the construction of the announcer's stand at Optimist Park in the amount of \$66,629.10 and allow for a 5% contingency for a total of \$69,960.56. Director Judy Mayne seconded the motion. Art Nelson clarified that it falls under the expenditure policy. Attorney McLain stated that a notice should be sent to both firms. A vote was then taken with all three directors in favor of the motion. The motion passed.

C. RFP for Engineering Services

The proposals from the following three companies were opened in no particular order.

1. Civil Dynamics, PC from Caldwell
2. HECO Engineers (Holladay Engineering Co.) from Payette
3. Keller Associates from Meridian

After considerable review and discussion, it was decided that the Board would like more time to review the documents and perhaps visit with representatives of the firms before making a decision.

D. Motion to Approve Library Cards

Attorney Cheresse McLain reminded the Board that they needed to state that the issue satisfies the Expenditure Policy, Resolution 2016-03. President Nelson made a motion to fund the Library card pilot program in the amount of \$35,000 (thirty-five thousand dollars) to be billed to the WECRD by the library on a monthly basis. President Nelson stated that he felt that under WECRD resolution 2016-03, item 3a of the WECRD Recreational Expenditure Policy that the library card pilot program proposed by the WECRD to the Library board and the City of Mountain Home, qualifies as an eligible project.

Director Mayne seconded the motion. A vote was taken with all three directors voting in favor of the motion. Motion passed.

III. New Business

A. Certificate of Deposit due in February

Director Connie Clark made a motion to roll over the CD with the same bank (Idaho Central Credit Union) to obtain a rate of 1.492% for one year. Director Judy Mayne seconded the motion. The vote was unanimous, and the motion passed.

B. Job Description for Administrative Staff Secretary/Community Liaison

Attorney Cheresse McLain suggested that the board establish such things as hours and compensation before proceeding further in seeking someone for the position.

IV. 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 7:10 p.m.

Submitted by:

Judy Mayne, Secretary

APPROVED:

as written

as amended

Art Nelson, President