

REGULAR BOARD MEETING MINUTES
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
May 24, 2017 at 6:00PM

The regular board meeting of the Western Elmore County Recreation District (WECRD) was called to order by President Art Nelson at 6:00 p.m. on May 24, 2017 at the WECRD office. The following persons were present:

President: Art Nelson
Secretary/Director: Judy Mayne
Attorney: Cherese McLain
Engineer: Amy Woodruff
Treasurer: Judy Erwin
Administrator: Tarl Smith
Guests

- I. Quorum**—The roll was called by District Administrator Tarl Smith. A quorum was established with all directors present.
- II. Amendment to Agenda** – Director Art Nelson notified the board that the WECRD received an invoice on the day of the meeting, from BCI Construction and asked that it be put under the bills for consideration in the amount of \$51,475.82. Director Art Nelson made a motion to add the item under section IV, B., 1 of the Agenda. Judy Mayne seconded. All board members voted in favor of the amendment to the agenda.
- III. Minutes:** April 19, 2017 Regular Board Meeting; April 26, 2017 Special Board Meeting
- IV. Reports**
 - A. Secretary’s Report –
 1. Judy Mayne relayed that from the recent Prima Training, there are changes to the procurement laws that will streamline the procurement process which will come into effect soon.
 2. Director Nelson stated that the highlight from the recent Levy Training was the code change to disclaim the foregone amount from the previous year. He stated that he would like to lower taxes and disclaim the foregone amount, which will require a public noticed meeting, possibly at the same time as the budget meeting. A working budget meeting will also be tentatively scheduled for next week.
 3. The board welcomed new staff member, Tarl Smith as Administrator.
 - B. Treasurer’s Report -
 1. Judy Erwin reported that the current total of bills including the BCI Construction bill is \$59,480.73.
 2. Judy Mayne made the motion to authorize the Treasurer to pay bills to the amount of \$59,480.73. Art Nelson seconded the motion. All board members voted in favor.
 3. Judy Mayne made the motion to accept the Treasurer’s Report. Art Nelson seconded. All board members voted in favor.
 4. Transfer of funds - Art Nelson made a motion to authorize the Treasurer to procure 10 EINs. 2nd by Judy Mayne. All board members voted in favor.
- V. CE Updates**
 - a. Amy Woodruff introduced Ryan Carnie, with Geo Engineers, who, with the guidance of FEMA has been looking to reassess the floodplain on the 20-acre WECRD property. Ryan Carnie explained that it is a 3 step process to access the floodplain, the first being a topographic survey, secondly a field survey and lastly, a 1-dimensional hydraulic model, with the hopes of showing

that the floodplain does not lie where it had previously been indicated. Mr. Carnie indicated that within 30 days of notice of receipt, Parametrics can begin the study. Cheresse McLain addressed the cost savings of establishing that the 20-acre WECRD property does not lie in a flood plain and also addressed the City of Mountain Home possibly taking part in the survey to update the city floodplain study at a great cost savings to the city, with the Recreation District taking the lead on the project.

- b. Amy Woodruff suggested that the board may want to consult with Mike McCain to ensure that there are no issues with the city. Mike McCain who was present at the meeting, assured the board that the city will share any pertinent information to their involvement in the study with the recreation district. Cheresse McLain asked if there was another proposal in addition to the initial proposal, which Ryan Carnie provided, dated May 19, 2017. Cheresse McLain proposed that a motion be made to accept the May 19, 2017 proposal.

Judy Mayne clarified that the city is intent on taking part in the Floodplain Study in light of the LOI with changes as made to the new proposal. Cheresse McLain reiterated that the expenditure policy 3,1a and 3, 1b apply in this circumstance.

Art Nelson made a motion to approve the proposal from Geo Engineers, dated May 19, 2017, Table 1, tasks 1,3, 4 & 5, with task 2 (LIDAR and ground survey) to be revised at a later date. Judy Mayne seconded the motion. All board members voted in favor. Judy Mayne stated that according to the WECRD recreational expenditure policy, this project is considered an eligible funding project as it allows the WECRD to build a facility once the feasibility to do so has been confirmed. Art Nelson concurred and all voted in favor.

- c. Amy Woodruff stated that she had visited the project and that the Crow's Nest project is coming along nicely. Judy Mayne has also visited the project and stated that it is progressing well.

VI. Legal Updates

1. Cheresse McLain reiterated that the city involvement in the Floodplain study is important and that the LOI will eventually be replaced by a more detailed MOU. The partnership of the Recreation District and the city is the most cost effective use of tax payer dollars for the Floodplain Study. She further stated that senate bill 10-74, which takes effect on 1 July, 2017, will change the dollar amounts and limitations in the bidding process for projects. She will provide the Recreation District a quick reference sheet once it has been created by the Idaho DBS.
2. Art Nelson made the motion to approve the LOI with the city of Mountain Home, 2nd by Judy Mayne. All voted in favor.

3. Old Business

A. Update of projects previously presented

1. Art Nelson discussed the Disc Golf Course Project. The equipment for this project has not been procured yet and the numbers of holes/ baskets and locations have not been determined yet. The City of Mountain Home has requested that they be involved to ensure that there are no conflicts with other community groups or activities. A representative of Rattlesnake Rounders will be working with Tarl Smith to ensure that the most cost effective and durable equipment are purchased for the project.

Art Nelson read a letter of appreciation and support from Richard McKenna Charter School for the Rattlesnake Rounders and the Disc Golf Course. Their contribution to the physical fitness of their students was appreciated. Art Nelson and Judy Mayne thanked the Rattlesnake Rounders for their community support by bringing disc golf to the school and providing that activity.

Art Nelson made the motion to approve the partnership with the city for \$8,100.00 (for Disc Golf Equipment and concrete). Judy Mayne seconded the motion. She then stated that the

WECRD expenditure policy 3,1a and 3, 1b apply in this circumstance as this is an eligible funding project. All board members voted in favor.

2. Judy Mayne stated that she has researched and spoken with director of the Meridian Dog Park and sought out best practices for construction of a park, hiring a landscape architect, procuring visuals to show the community. Susie Colthorp, Grant Administrator with the City of Mountain Home has also been working with Judy Mayne to keep the city updated on the process. Cherese McClain suggested an open house to increase community involvement and that public interest in this may be greater as it is a visually pleasing project. Judy Mayne has also consulted with the Parks and Recreation Department, who stated that a Dog Park was discussed in the late 70s. Amy Woodruff was requested to identify and contact a landscape architect for the district.
3. The WECRD Project Information Sheet and Project Development Process would give the current status of a project, accessible from the internet, which would be available to the public and would show the priority of each project, not necessarily as indicated by the numerical order. It would show other pertinent information, such as challenges, current work and successes. It would be cloud based, updated frequently and generate public input.

4. New Business

- A. Under parliamentary procedure, also known as Robert’s Rules of Order, already understood items can be put under a ‘consent agenda,’ so that all items under that term can be readily approved in one motion. These items, should they need to be discussed or reviewed, can be removed from the agenda for further discussion if necessary.
- B. Judy Mayne stated that an individual, David Kellerman, a retired Air Force member who is highly involved and is a longtime member of the community has expressed interest in becoming a board member. Judy has confirmed with Vivian Garcia that he is a registered voter, in Sub-District 3 and over the age of 18, so he is eligible. Art Nelson stated that he has also spoken with him and agrees that he would be a welcome addition to the board.
Art Nelson made a motion to offer David Kellerman the Sub-District 3 board seat, seconded by Judy Mayne. All voted in favor. Judy Mayne stated that he had been notified that a special board meeting would be needed next week to begin working on next year’s proposed budget and the board could swear him in then if he was selected and accepted the director position. She agreed to contact him.
- C. The logo created by Tarl Smith has been proposed in addition to the current, more formal logo, possibly along with the slogan, ‘Get Rec’d.’ Both Art Nelson and Judy Mayne agree that the logo should be adopted and be put to use, with the change of “Recreational” to “Recreation” in the text.

5. Adjourn

- A. Art Nelson made the motion to adjourn at 7:17 PM, seconded by Judy Mayne. All board members voted in favor adjournment.

Submitted by:

Tarl Smith, Administrator

Date

APPROVED:

as written

as amended

Art Nelson, President

Date