

**MINUTES**  
**REGULAR BOARD MEETING**  
**WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)**  
**245 East 6<sup>th</sup> South, Mountain Home, ID 83647**  
**October 25, 2017 at 6:00PM**

**I. CALL MEETING TO ORDER/ ESTABLISH QUORUM**

1. Cherese McLain called the meeting to order to order at 6:01 PM and a quorum was established with all directors present. The following individuals were present:

President: Art Nelson  
Secretary/Director: Judy Mayne  
Director: David Kellerman  
Treasurer: Judy Erwin  
Administrator: Tarl Smith  
Legal: Cherese McLain  
Engineer: Mike Martin

2. Director Mayne made a motion to amend the agenda, under item 7, 'Legal' to add the City of Mountain Home 18<sup>th</sup> Street Road Construction Project and to add to the Executive Session, pursuant to Idaho Code 74-206 (c) to acquire an interest in real property that is not owned by a public agency. Director Mayne also suggested that the Executive Session be moved to item 4, after the Consent Agenda and Treasurer's Report. Cherese McLain stated that the amendment to the agenda was made in good faith, considering the time sensitive nature of the 18<sup>th</sup> Street Project, the purchase of Railroad Park and upcoming election deadlines that warrant a discussion. Director Nelson seconded the motion to amend the agenda and all directors voted in favor of the motion.

**II. CONSENT AGENDA**

1. Approval of minutes dated September 20, 2017
2. Approval of Treasurer's report dated October 19, 2017
3. Approval of bills in the amount of \$44,390.28

4. Director Art Nelson made a motion to approve the consent agenda. Director Mayne seconded the motion. The motion carried with all board members voting in favor of approving the consent agenda.

**III. TREASURER**

Judy Erwin stated that some of the banks listed on the resolution are not currently in use, but most are. Cherese McLain stated that Idaho code states that an organization must approve all financial institutions and the resolution is an effort to create a centralized document where all financial institutions approved by the WECRD are listed.

Director Art Nelson moved to approve WECRD resolution 2017-05. Director Kellerman seconded the motion and all directors voted in favor of approving the resolution.

Audit – Judy Erwin stated that the previous year’s audit, performed by Millington Zweigart was a pleasant experience and asked if the board would like to engage their services for this year’s audit.

Director Nelson made a motion to approve the audit initiation letter with Millington Zweigart. Director Kellerman seconded the motion. All directors voted in favor of approval.

Treasurer Judy Erwin stated that the five outstanding EINs have been approved and are ready to be used. The board had previously discussed moving funds from First Interstate Bank under those EINs and all that is left to do is find the best possible interest rate. Cherese McLain may be able to find a better rate at Idaho Central Credit Union, and will conduct some research. The board will address this at a later date.

**IV. EXECUTIVE SESSION - in accordance with Idaho Code § 74-206(c) - acquire an interest in real property.**

1. The motion to move to executive session was made by Art Nelson, seconded by Judy Mayne. All directors voted in favor of convening the Executive Session:

AND THE VOTE TO DO SO BY ROLL CALL:

|                           | YES          | NO            | ABSTAIN       |
|---------------------------|--------------|---------------|---------------|
| Art Nelson , President    | <u>  X  </u> | <u>      </u> | <u>      </u> |
| Judy Mayne, Director      | <u>  X  </u> | <u>      </u> | <u>      </u> |
| David Kellerman, Director | <u>  X  </u> | <u>      </u> | <u>      </u> |

2.Executive Session convened at 6:11PM and the meeting reconvened at 6:51PM. The Executive Session was a general discussion concerning the purchase of real property and no decision was made.

Judy Mayne made a motion to approve the purchase of the Xerox C405DN printer. Director Nelson seconded the motion. All directors voted in favor of the motion.

Mike Martin explained that GeoEngineers led a conference call with FEMA about how to proceed. His questions addressed the uniqueness of the floodplain and will move forward soon, hopefully with a resolution by Thanksgiving. DK asked if the land would stay where it is and MM stated that that is unknown at this time

**V. ADMINISTRATOR**

Administrator Tarl Smith stated that the current Xerox Workcentre 6400 copier in the WECRD office was no longer functional although service calls through Boise Office Equipment have been made recently to try to repair it. This expense was previously discussed in detail and \$1500.00 budgeted for a replacement copier. A replacement copier had been found through (BOE) for under the budgeted amount. Tarl Smith reviewed the service order and maintenance agreements for the replacement from BOE. The proposed copier, a Xerox Workcentre C405DN is priced at \$1,288.75 and the proposed maintenance agreement is \$45.00 each month. Director Nelson asked if there were any other warranties offered on the copier and if there was a spare copier in the office. Tarl Smith stated that he would look contact BOE to find out if there were any, but that there was a spare copier in the office which was old, but functioning. Director

Mayne made a motion to approve the purchase of the copier in the amount of \$1288.75 and the maintenance agreement at a cost of \$45.00 each month. Director Nelson seconded the motion and all directors voted in favor of approval.

## **VI. ENGINEER**

1. Mike Martin updated the board on the conference call with FEMA, led by GeoEngineers, who requested information on how to proceed and what additional information may be needed to be submitted for FEMA. GeoEngineers posed questions and requested clarification regarding the revised FEMA maps and Rattlesnake Creek and the uniqueness of the floodplain and area. FEMA supplied the clarification and detail on the modeling efforts. The submittal will hopefully be completed by Thanksgiving, with recommendations and findings to follow. Director Kellerman asked whether it appeared at this time that the WECRD property will still be in the floodplain, but that is unknown at this time. The model has to be rerun and the results will be known after that is complete.

## **VII. LEGAL**

1. Cheresé McLain provided an update on the Railroad Park, stating that all submittals have been made to the railroad and their engineers are reviewing the survey and environmental assessment completed during the due diligence. Once the review is done, it will be recorded and the purchase finalized.
2. Cheresé McLain offered City Councilman Rich Urquidi and Mayor Sykes the opportunity to address the board concerning the 18<sup>th</sup> Street Project, but they declined. The WECRD and Ms. McLain, having reviewed the LOU for the 18<sup>th</sup> Street Project, stating that the WECRD would like to strike “newly relocated” because the discussion is about an initial location, not a relocation of the retention pond. In addition, the last sentence regarding cost sharing should be put at the end of number two and strike ‘to the benefit,’ and that the resources to relocate the retention pond would be shared by both parties.

Cheresé McLain asked about a previous discussion of the City sidewalk on the frontage once construction improvements of the property occur, whenever that may happen. Mayor Sykes initially stated that it was no longer an option and Judy Mayne asked why it was no longer being considered. Mayor Sykes stated that this depends upon the project moving forward without further delay as the sidewalk is expensive and the City of Mountain Home does may have the funds. Mayor Sikes further stated that the City does not know what the WECRD will be doing with the building on the property. Rich Urquidi stated that additional costs may be incurred, such as an environmental study in the future.

Cheresé McLain stated that the sidewalk was contingent upon a building being built, and that would not happen until 2019 at the soonest. Councilman Urquidi stated that the west sidewalk was the only one that was in the plans to be done and that other street projects were being cut in order to complete this project. Director Mayne asked if the sidewalk was going to 6<sup>th</sup> Street or 12<sup>th</sup> Street and stated that the WECRD was not asking for any compensation and that the land would be deeded to the City of Mountain Home eventually, so having the sidewalk done would be very beneficial. She stated that the WECRD is not asking for sidewalks right now, but a sidewalk in the future should definitely be considered and understands the frustration with not being able to move forward, especially considering the WECRD’s

efforts in getting their property situation addressed and having to wait on the floodplain study to move forward. Director Kellerman stated that sidewalks would not be a reason to hold up the project at this time and Rich Urquidi reiterated that the City of Mountain Home wants to be good partners in completing the project.

3. Director Kellerman made a motion to remove paragraph three concerning the sidewalks and to leave LOU as is, with the agreed upon changes. Director Nelson seconded the motion and all directors voted in favor.
4. Cheresé McLain confirmed that as the LOU states, the right of entry does give the City of Mountain Home the legal right to enter the property for purpose of construction at the location. She reiterated the intention to make sure that the floodplain study is complete and clears up the location of the retention pond as soon as possible and appreciated the City of Mountain Home's cooperation assisting with moving the retention pond if necessary.

Director Nelson made the motion to accept the Right of Entry as written with the stipulation that it may move in the future. Director Mayne seconded the motion and the motion passed unanimously.

5. Director Kellerman stated that the issue of Rocky Top BMX can wait until a later date as there have been no agreements entered into and the results of the court decision are known.

#### **VIII. PUBLIC COMMENT**

Betty Ashcraft stated various concerns about restrictions and building improvements concerning Railroad Park and asked what the board's plans are to deal with the restrictions. Cheresé McLain stated that there are no plans at this time to deal with the restrictions but that decisions concerning the park belong to the WECRD board. Director Mayne stated that it is a park and will remain a park, but that the building of restrooms has been discussed as an improvement. Ms. Ashcraft stated that Mountain Home has the most parks per capita in the state of Idaho. Director Mayne stated that this is the first and most historic in the City of Mountain Home.

Mayor Sykes and Rich Urquidi stated how important the RR Park is important to the City of Mountain Home's downtown project and offered to continue to maintain the park.

Doris Bence stated that she was an original Blue Ribbon Committee member and part of the effort to get the Recreation District on the ballot. She further stated that at the time a family recreation center with aquatics was a top priority. She stated that the Railroad Park seemed like a tremendous expense, equal to the building of a recreation center, and wanted to know when a building will be built. Cheresé McLain stated that the district has a priority list and building a building is still a priority as well as aquatics, such as assisting with the City pool. She reiterated the great expense that building on the WECRD property as it now stands and the efforts the WECRD board has made address the floodplain issues to cut the cost of construction. Director Nelson stated that providing recreation and building a building can be done at the same time and reviewed the factors that caused the previous building efforts to fail.

Tiffany Belk asked to know what plans there was for Railroad Park. Director Nelson stated that preservation was the first priority of the purchasing of the park, but after that, there could be other features added.

Director Judy Mayne stated that Railroad Park is a vital part of the downtown area and could provide many features that are not currently represented in the parks, such as wheel chair accessibility and green space which is severely lacking in downtown Mountain Home.

**IX. ADJOURNMENT**

1. Art Nelson made a motion to adjourn the meeting at 7:26PM and Director Mayne seconded the motion. All board members voted in favor adjournment.

Submitted by:

\_\_\_\_\_  
Tarl Smith, Administrator

\_\_\_\_\_  
Date

APPROVED:                      as written              as amended

\_\_\_\_\_  
David Kellerman, President

\_\_\_\_\_  
Date