

MINUTES
REGULAR BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
August 26, 2020 at 6:00PM

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

President Dan Gillies called the meeting to order at 6:00PM, and a quorum was established with all Directors present: Dan Gillies, Lee Pierce (via Zoom) and Doug Meyer.

Others in attendance:

Michelle Heins, WECRD Administrator

Judy Erwin, WECRD Treasurer

Larry Ashcraft, WECRD Attorney (via Zoom) arrived at 6:30pm

Guest: Vivian Meyer, Jeff Tibbitts

II. CONSENT AGENDA – All matters listed within this Consent Agenda section require formal action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a board member or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

1. APPROVAL OF MINUTES: Regular Board Meeting, July 22, 2020 and Special Board Meetings, July 28, 2020 and July 31, 2020
2. FINANCIAL REPORT – Report dated August 21, 2020
3. BILLS - As of 08/24/2020 in the amount of \$53,494.86

Doug Meyer made a motion to approve the consent agenda as written. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

III. NEW BUSINESS

1. Items removed from the consent agenda - ACTION ITEM

No items were removed from the consent agenda.

2. Adoption of WECRD FY 2020-2021 Budget and Necessary Resolutions - ACTION ITEM

The budget hearing was held right before the regular scheduled board meeting, and there were no questions or concerns regarding the budget by the public or the WECRD Board.

Doug Meyer made the motion that the Board approve the WECRD revenue generation method for FY 2020-2021 in the form of a levy based on property value at a rate not to exceed .0006 as allowed by Idaho Code §31-4318 and requests Elmore County, Idaho to honor the Circuit Breaker Exemption for all Qualifying WECRD households, for the FY 2020-2021 in accordance with Idaho Code §63-701. The motion was seconded by Lee Pierce. All Directors voted in favor of the motion. The motion carried.

Doug Meyer moved that the Western Elmore County Recreation District, having met the notice and hearing requirements in §63-802, Idaho Code, includes a request of \$42,788 (forty-two thousand seven hundred eighty-eight dollars) of foregone amount in its budget for FY 2020-2021, to be certified in September 2020, for the purpose of facility construction. The motion was seconded by Lee Pierce. All Directors voted in favor of the motion. The motion carried.

Doug Meyer made the motion that the WECRD Board approve the Fiscal Year 2020-2021 Budget as published in the amount of \$3,684,947. The motion was seconded by Lee Pierce. All Directors voted in favor of the motion. The motion carried.

3. Transfer of Funds - ACTION ITEM

Judy provided a list of interest rates at various banks and credit unions for the Board to review. The Mountain America Credit Union certificate of deposit and money market account are coming due on August 30, 2020. The Board discussed the various rates as well as the need for funds as it pertains to the construction timeline. Judy let the Board know they would have to approve Connections Credit Union as a depository in order to bank with them, since they had the best interest rate.

Doug Meyer made a motion to approve Connections Credit Union as a depository for the WECRD. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

Doug Meyer made a motion to move \$245,000 from Mountain America Credit Union CD into a 9 month CD at Connections Credit Union. The remaining balance on the account plus interest will go to the Pioneer Federal Credit Union checking account. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

4. Discussion and retaining of a grant writer - ACTION ITEM

Michelle and Lee brought up the suggestion to consult with a grant writer to help pursue funds needed to complete the aquatic center. The Board and staff appreciate the effort of the Recreation Foundation and will encourage them to continue pursuing funds. Michelle has reached out to a few people in the area to get leads on freelance grant writers, she can continue to pursue that if the Board chooses. Lee expressed the WECRD cannot go out for bid unless we have the money to back it. The Board agrees to let the Foundation keep doing what they are doing but we need to ‘kick it in high gear for grants.’

Doug Meyer made a motion to pursue the retention of a grant writer immediately. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

IV. ARCHITECT/CONSTRUCTION/ENGINEERING

1. Construction Update and Discussion

a. IRT and Budget Update

Doug mentioned to the Board that the punch list from the phase II project hasn't been completed. They asked Michelle to contact Jeremy and find out what the status is and projected timeframe to complete the punch list. Typically there is a delay between the final walkthrough and punch list items getting completed.

Lee Pierce has been in contact with Captain Kenneda for an update on the IRT request. They are looking at doing the following scope of work: standing and assembly of the Sprung building and install of the kit, above grade electrical and all wire pulls, HVAC ducting install (everything outside of the unit itself), CMU wall install, and above grade plumbing to include all fixture installs (main locker rooms are still up in the air). They should have more information after a meeting on September 4, 2020. The National Guard is working on feasibility and man hours required for the project.

Lee and Jeremy have continuously worked on the budget and are looking for ways to cut costs on the construction budget. The design and structure of the two pools could be an area to discuss. Since it is a specialty build there are really only two companies that would likely bid this portion of the project. One company that has worked with Wright Brothers in the past would be willing to look at possible cost savings, but they would like a ‘Letter of Intent/Commitment’ in return for their efforts. Jeremy can provide an example of what that letter would say. Larry Ashcraft has concerns with that since the

WECRD is a public entity and is required to put everything out to bid. He was also concerned with the WECRD getting wrapped up into a commitment they may not want to be in. He thought maybe the WECRD could enter into a confidentiality agreement of sorts. The Board would like to discuss this more at the next meeting after they receive the sample letter from Jeremy.

Jeff Tibbitts made a comment that cutting costs in a pool is not always the best way to look at saving money. The Board agrees. He suggested the Board reach out to pool managers that have worked with the pool companies and get insight on any issues they might have had.

b. Next Steps

Construction is on hold now until the punch list is done. There will be a phase prioritization meeting in November to see what is feasible to accomplish next. Another bid package won't happen until at least January 2021.

V. GENERAL DISCUSSION / PUBLIC COMMENT

Jeff Tibbitts asked if the WECRD is doing the recreation side first or both pools? He asked if we only do the recreation side, how are we going to train lifeguards and keep up with their certification requirements? The Board expressed they want to do both pools but due to funds that may not be a possibility so if they do have to phase the pools the recreation side would go in first. That is simply because the design of the building has the mechanical room off the recreation side and therefore only makes sense to start with that pool and then work towards finishing the lap pool. Lee did say he put in the operating budget for training of lifeguards to be offsite, so that is accounted for but is definitely not an ideal situation.

Vivian mentioned that she didn't get an article in the hi-lites this month but Doug's business card is in.

Doug and Michelle met with Green Pastures at Railroad Park on Tuesday to visualize where the fence will go and do some measurements. Gill, with Green Pastures, would prefer to have the fence line graded and asked the WECRD if they could have that done before they install it. The City would be the best option to help, otherwise the WECRD will incur additional expense to have that done. Michelle asked Rich Urquidi on Tuesday when he happened to be at the park, and she will follow-up with the Mayor on the request. The installation would happen the week after Labor Day. Lee will reach out to the company that will tear out the wire fence and let them know to do it asap.

VI. §4-206. EXECUTIVE SESSION (1)(f) - To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. - ACTION ITEM

Doug Meyer made a motion to move into executive session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Lee Pierce seconded the motion. The following vote was recorded.

Dan Gillies	AYE
Lee Pierce	AYE
Doug Meyer	AYE

The vote was unanimous and therefore the motion was passed and carried.

The Board asked the Administrator, Michelle Heins, to stay for the executive session.

The Board went into executive session at 7:00pm.

The Board came out of executive session at 7:30pm.

Doug Meyer made a motion to adjourn the executive session and return to regular session. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

Doug Meyer made a motion to table this item and continue moving forward. Dan Gillies seconded the motion. All Directors voted in favor of the motion.

VII. ADJOURN

Doug Meyer made a motion to adjourn the meeting. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The meeting ended at 7:32pm .

Submitted by:

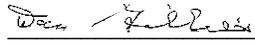


Michelle Heins, Administrator

9/23/2020

Date

APPROVED: as written as amended



Dan Gillies, President

9/23/2020

Date