

MINUTES
REGULAR BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
December 15, 2021 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 a Directors Dan Gillies and Lee Pierce present. Doug Meyer was absent.

Others in attendance:

Michelle Heins, WECRD Administrator

Judy Erwin, WECRD Treasurer

Chase Cooper, Wright Brothers Project Manager

Billy Scott, The Pool Company (via Phone)

Guests: Jeff Tibbitts, Betty Ashcraft, Merla Gillies, and Martha Ralphs

II. ARCHITECT/CONSTRUCTION/ENGINEERING

1. Construction Update

Larry Menges (Wright Brothers Site Superintendent) is keeping crew members involved and engaged moving forward. Major operation since the last meeting is the pool walls were put up and tied up. They anticipate the concrete wall pour to happen on January 10, 2022. They are working on sewer manholes and the surge tank prep. Jeff asked, what type of finish will the pool be? Chase said it is a shotcrete, smooth grout, finish. Betty asked, how thick is the wall? Chase ballparked the number of an 8 inch wall and when finished about a 12 inch thickness. Someone asked about the longevity of the finish of an indoor pool versus an outdoor pool. Chase replied, an outdoor pool lasts about 10 years before needing a new topcoat and an indoor pool will last at least twice that if not more. **Chase invited Billy Scott to the meeting via phone.** The conversation continued regarding the pool finish and Billy explained the warranty finish on the pool. He explained the plaster is a 5 year warranty starting from the day of installation. They will not plaster the pools until everything is done and they are about two weeks out from handing over ownership. Lee asked if a logo can be installed in the pool floor. Billy replied a logo can be placed in the pool floor and would be done with tile. Jeff asked what type of filtration system we will be using. Billy went on to explain the difference between a salt system and a chemical system.

2. Continued discussion and decision on purchasing pool equipment for Phase III - ACTION ITEM

Lee asked Billy what pool equipment was changing in the mechanical room that would make WECRD want to buy the equipment now. He followed up asking why there is a push to get the equipment on site now? Billy expressed that he has no concern with equipment changing style or size that would effect the installation but what is changing is the pricing. He said that it is constantly changing and increasing. Billy would like to lock in the pricing by committing to the equipment and avoid high cost increases in the future. Billy did say that lead time has relaxed some and isn't a major concern at this time. He did state that a sand filter is easier to get then regenerative system. Michelle asked if there is a way to put a deposit down to lock in the price or do they require us to pay for everything up front? Billy said he could go to the vendors and ask them. Chase stated that his concern is more about the items that 2-3 months. Billy said it is a tough market but if we can identify which items might have those longer lead times then it might be beneficial to the district to look at purchasing those now. Billy said if he gets the go ahead to move forward from the District then he can lock in price with a Purchase Order or Letters of Intent and

not necessarily need any money at the time. The Board would need to run that by the attorney since equipment wasn't in the scope of work to be bid the District may have to put a notice in the paper to bid that equipment. Lee asked if Billy could give the District an equipment list breakdown for each pool to compare costs and figure out what equipment would be required to operate only one pool. Billy went on to explain the constructability side of going that route. Billy explained the process The Pool Company goes through which is they verify all the electrical is hooked up, the source water is tested, begin plaster, then fill up the pool, then turn on all the equipment. Some equipment wouldn't necessarily need to be turned on at that time, for example, the play feature. It runs on a pump and wouldn't need to get turned on. The filtration system will need to run for permits to be approved to open the doors. Billy mentioned if The Pool Company has a contract with the District they can at least go ahead and get the equipment on purchase order, then see delivery dates, and then see how funding comes in.

Jeff asked about timeline and cost needed to finish and when can the aquatic center open. The Board explained the timeline of this current phase, which then is followed up with the Sprung structure installation and then the Board will have to reevaluate funds at that time. Jeff asked how the swim team would be charged to use the facility. The Board replied there is a fee established in the maintenance and operating budget and can be looked at again to be comparable to what other facilities charge.

Since the Board still would like more information regarding the pool equipment ***Lee Pierce made a motion to table this item until further discussion. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

3. Approve the purchase agreement with Sprung Instant Structures, Inc and authorize the Board President to sign - ACTION ITEM.

The Board reviewed the purchase agreement from Sprung. There were some questions and concerns that were discussed. Judy spoke with ICRMP agent about the insurance component. Sprung would like us to provide \$5 million in liability insurance, but due to the Idaho Tort Law we cannot do that. We have sent the agreement to our attorney to review and make changes. Chase offered that Wright Brothers may be able help with some cost savings on insurance and will contact Dave Barquest to discuss. ***Lee Pierce made a motion to table the signing of the agreement with Sprung to a special meeting once we clear up the questions. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

III. 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, November 17, 2021
2. FINANCIAL REPORT – Report dated December 9, 2021
3. BILLS - As of December 13, 2021 in the amount of \$399,764.83.

Lee Pierce made a motion to approve the consent agenda as written. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.

IV. OLD BUSINESS

1. Policy Revision
 - a. Petty Cash Policy - Second Reading - ACTION ITEM

Lee Pierce made a motion to approve the Petty cash policy and procedures policy. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.

V. NEW BUSINESS

1. Items removed from the consent agenda - ACTION ITEM

No items were removed from the consent agenda.

2. Approve the Elmore County Health Coalition Membership Agreement and authorize the Board President to sign - ACTION ITEM

After a short discussion, they thought it was beneficial to remain a member. ***Dan Gillies made a motion to sign the membership agreement with the Elmore County Health Coalition. Lee Pierce seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

3. Discussion and decision on renewing the Chamber of Commerce and MAC Memberships and authorizing the treasurer to make payment- ACTION ITEM

The Board would like to make sure someone is always attending these monthly meetings as they are beneficial to keep getting out information out to the public. More scheduling control to make sure someone is attending. ***Lee Pierce made a motion to renew the Chamber of Commerce and MAC memberships and allow the treasurer to make payment for both. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

4. Discussion and decision on renewing the El-Wyhee Hi-Lites monthly ad for the year 2022 and authorizing the treasurer to make payment- ACTION ITEM

The Board reviewed the previous ad and would like to change the ad to include our contact information. ***Lee Pierce made a motion to continue with the ad with the suggested changes. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

5. Approve the 2022 Calendar for Regular Board Meetings and Holiday closures - ACTION ITEM

Michelle provided an annual calendar with the proposed monthly Board Meeting dates and holiday closures. She wanted input on the November and December meetings due to the holidays. ***Dan Gillies made a motion to approve the calendar as discussed. Lee Pierce seconded the motion. Both Directors voted in favor of the motion. The motion carries.***

VI. RECREATION FOUNDATION UPDATES

Betty provided an update. She has been working on the brochure and has updated the donor page to reflect donation to both the Foundation and the District. She will postpone the printing of the brochure until after Christmas to check on information to put in before doing the final print. The Foundation submitted an application to the Idaho Women's Charitable Foundation grant. They are moving forward and putting feelers out there and making contacts so they can hit it hard in the new year. The Foundation website is almost ready and will be up soon, the address is rfecidaho.org.

VII. GENERAL DISCUSSION / PUBLIC COMMENT

Shawn continued the conversation about the website, and stated he needs more content. He suggested having the communication plan in place to help organize the website and even the brochure. Shawn requested a firm dollar amount from the Board to get us to open doors to help the Foundation have a solid number to fundraise for. He would like to know how much the District has spent, how much money the District has, and how much more is needed to get the doors open and when that date would be. Lee expressed we will work on that information and get it back to him as soon as possible. Shawn would also like a list of all the things within the facility he can "sell" to potential donors. He asked for a list and a dollar amount to go with the items. Shawn has some ideas for different PR and marketing techniques to get the major donors but would like those items so he can complete a communication plan.

VIII. ADJOURN

Lee Pierce made a motion to adjourn the meeting. Dan Gillies seconded the motion. All Directors voted in favor of the motion. The meeting ended at 8:18pm.

Submitted by:

Michelle Heins, Administrator

Date

APPROVED: as written as amended

Dan Gillies, President

Date

DRAFT