



**WESTERN ELMORE COUNTY RECREATION DISTRICT
REGULAR BOARD MEETING AGENDA
WECRD office, 245 E 6th S., Mountain Home, ID 83647
December 18, 2025 at 6pm**

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

Director Dan Gillies called the meeting to order at 6:04pm and a quorum was established with Lee Pierce and Marcus Mashburn present.

Others in attendance.

Rachel Howard, Office Administrator

Shane Hampton, Treasurer

Guests

Merla Gillies

Diana Hooley, Recreation Foundation

Frank Marsh, Recreation Foundation

Martha Ralphs, Recreation Foundation

Merla Gillies

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: 3 December 2025 RBM Minutes, 15 December 2025 SBM Minutes, 15 December 2025 SBM Executive Session Minutes, 18 December 2025 SBM Minutes
2. FINANCIAL REPORT – Report dated December 16 December 2025
3. BILLS - As of December 16, 2025, in the amount of \$1740.58

Lee Pierce made a motion to pass the consent agenda as written. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries.

III. NEW BUSINESS

1. Items removed from the consent agenda - ACTION ITEM
No items were removed from the consent agenda.
2. Discussion and Decision on IWCF Grant Due 6 January 2026 – ACTION ITEM
Lee Pierce made a motion to approve the submission of the IWCF Grant. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries.
3. Review Water Lease Agreement for 2026 – ACTION ITEM

Lee Pierce made a motion to approve the water/land lease agreement on the updated contracts. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries.

4. Discussion and Decision on Terry Ratliff as WECRD Attorney – ACTION ITEM

Lee Pierce and Dan Gillies spoke to Terry Ratliff who has agreed to represent WECRD. Lee Pierce made a motion to approve a contract with Ratliff Law Offices with the same fee structure as previous attorney. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries.

IV. ARCHITECT/CONSTRUCTION/ENGINEERING

1. Construction Update

Lee spoke about the interviews for construction manager. The board voted for the new construction manager. All votes were for Andersen Construction. Lee Pierce made a motion to approve the construction manager of Andersen Construction. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries.

V. RECREATION FOUNDATION UPDATES

No new updates from the Recreation Foundation but Frank Marsh shared they had received a 30K donation for the Aquatic Center.

VI. GENERAL DISCUSSION / PUBLIC COMMENT

VII. EXECUTIVE SESSION

1. In accordance with Idaho Code §74-206(1)(a) to consider personnel matters.

The motion to go into executive session was made by Lee Pierce, seconded by Marcus Mashburn. All directors voted in favor of entering the Executive Session at 6:51pm. Executive session ended at 7:03pm and the meeting reconvened.

The executive session was a general discussion concerning the annual pay increase for the administrator and treasurer position. Lee made a motion to make a modification to the current salary, which was previously discussed in August 2025, increasing the current salary by an additional 4%, Marcus Mashburn seconded the motion. All directors voted in favor of the motion. The motion carries.

VIII. ADJOURN

Dan made a motion to adjourn the meeting. Marcus seconded the motion. All directors voted in favor of the motion. The board adjourned the meeting at 721pm.


Submitted by:



Rachel Howard, Administrator

28 JAN 2026
Date

APPROVED: as written as amended


Dan Gillies, President

28 JAN 2026
Date