



Meeting Notice of the Blaine County Recreation District Board of Directors

Date: Monday, September 27, 2021

Time: 11:00 a.m. Regular Session

Place: Community Campus Minnie Moore Room and virtually via Zoom

Amended Agenda of the Regular Session of the Board of Directors

1. Review of Prior Meeting Minutes:
 - a. 06-21-2021 Regular Session (ACTION ITEM)
 - b. 08-24-2021 Special meeting and Executive Session (ACTION ITEM)
2. Administrative Items
 - a. Swearing in of Mat Hall as an appointed Board Member of the BCRD (ACTION ITEM)
 - b. Present Certificate of Election to Mat Hall to BCRD Board of Directors (ACTION ITEM)
 - c. Nomination and election of BCRD Board officer positions (ACTION ITEM)
3. Finance Updates:
 - a. Recommendation from Board to approve cash disbursements for August 2021 and authorize payment of bills and payroll for September 2021 when they become due. Consideration of approval of July 2021 credit card statement of Executive Director. (ACTION ITEM)
 - b. Finance Report – July 2021 financial statements (ACTION ITEM)
4. Old Business:
 - a. Impacts on BCRD operations from implementation of COVID policy at the Community Campus and alignment with Blaine County School District, city, and county ordinances. (ACTION ITEM)
 - b. Update on Strategic Planning (DISCUSSION)
5. New Business:
 - a. Consideration selecting a new attorney of record for BCRD (ACTION ITEM)
 - b. Accessing ICRMP without an insurance agent and switching to Direct Access representation. (ACTION ITEM)
 - c. Review and approve fee structure for the 2021-2022 Nordic Ski season (ACTION ITEM)
6. Public Hearing: September 27, 2021, 1:00 PM Mountain Time

- a. Nordic Dog Pass Fee Increase BCRD Board of Directors Nordic Dop Pass Fee Increase Hearing (ACTION ITEM)

7. Department Updates:

- a. Executive Director
- b. Programs
- c. Trails
- d. Development and Communications

8. Executive Session per Idaho Statue 74-206(a)

Participation Information:

Location of meeting for interested public wishing to attend in person will be at the Community Campus Minnie Moore room located at 1050 Fox Acres Road, Hailey, Idaho, 83333.

Topic: BCRD Board of Directors Meeting and Public Hearing
Time: Sep 27, 2021 11:00 A.M. Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/83828239167?pwd=YWFETDZ3S3pRWWJtcGFZM1ZPT3JDdz09>

Meeting ID: 838 2823 9167

Passcode: qie8KB

Anyone needing special accommodations to participate in this meeting should contact the Blaine County Recreation District at (208) 578- 2273

BLAINE COUNTY RECREATION DISTRICT
Minutes for the Regular Session of the Board of Directors
Monday, June 21, 2021

Group: Blaine County Recreation District Board of Directors
Date: Monday, June 21, 2021
Time: 11:00AM to 2:00PM Regular Session
Place: BCRD Conference Room, Community Campus; meeting held virtually per Zoom invite

Present at meeting:

Board members: Mike Burchmore, Mary Fauth, and Mark Mary

BCRD staff: Mark Davidson, Eric Rector, Morgan Buckert, Joan Kino, and Holly Gawlinski. Kellee Blondell and Dominic Finazzo arrived at 12:27PM.

Guests: Jim Keller of GTAC

Public Session – Regular Session of the Board of Directors (11:00AM-2:00PM)

Call to order at 11:09AM.

1. Review of Prior Meeting Minutes

05-24-2021 Regular Session

Mary Fauth commented that she found a typo in the Finance section about small fencing. She also clarified in the section about the arboretum that the board did not have all of the information and is looking at transferring the encroachment to an entity that would be able to take it to the next level. Mark Mary motioned to approve the minutes with those corrections in sections 2.b. and 4. Mary Fauth seconded. The motion passed unanimously.

2. Finance Updates

a. Recommendation from Board President to approve cash disbursements for May 2021 and authorize payment of bills and payroll for June 2021 when they become due. Consideration of approval of April 2021 monthly credit card statement of Executive Director.

Mike Burchmore had no comments and recommended to approve cash disbursements for May 2021 and authorize payment of bills and payroll for June 2021 when they become due, as well as approve the April 2021 monthly credit card statement of the Executive Director. Mark Mary seconded. The motion passed unanimously.

b. Finance Report – Review and consideration of April 2021 financial statements

Joan Kino stated that April ended month-to-date \$52k ahead of budget and year-to-date \$96k above budget. Year-on-year, April ended \$562k over last year. She normalized April year-on-year by taking out earmarked donations and capital expenditures, and that brought net income to \$571k ahead year-on-year. She said that revenues ended April \$46k ahead of budget in all areas. Most of that is due to summer camp and swim lesson program fees, which were \$52k head of budget. Kino stated that pass sales were up \$5k over budget, most of which is in aquatic passes. Aquatic passes are 117% of budget for the year, as of June. She said that year-to-date, revenues are \$692k ahead of budget. Kino stated that April was the month last year that we started cutting back, so we will start to see expenses going up over last year. She explained that fundraising is down year-on-year because of earmarked donations and the projects we did last year that are not happening

this year. In expenses, marketing expenses are up year-on-year due to Sarah Sheahy and Nordic pass mailing. Year-on-year, supplies expenses are up, and utilities are up due to sanitation at Galena and on the NVT. Mary Fauth motioned to approve the financials as presented. Mark Mary seconded. The motion passed unanimously.

3. Old Business

a. Strategic Planning

Mark Davidson said that it has been difficult to coordinate everyone's calendars for strategic planning meetings. He is now just hoping for 80% participation. He announced that the first meeting will be next week or the week after July 6th and said that it would be good to have one board member present at a time during the process. The board discussed who might be able to attend. Davidson added that there was good participation on the strategic planning survey, and that three questions popped up for him from the survey: "why does BCRD exist?", "does our mission statement need to be more specific?", and "could it include motorized recreation?".

b. COVID protocols update

Mark Davidson said that things feel different now, with the Community Campus and Aquatic Center opening and no one wearing masks anymore. He wondered if it was fair that the summer camp kids were still required to wear masks, but he felt it would be fine to leave things as-is for now.

4. New Business – No new business

Not on agenda – Jim Keller, the new GTAC chairperson, introduced himself. He explained that he was trying to get a sense of what the GTAC members' impressions were of the role of GTAC. He said the general answers were: two-way communication with the local ski community and sustaining Galena Lodge and the trails. The consensus was that they need more hands-on activities and want to see physical results of their work. There was also interest in starting to focus on summer trails.

5. General Department Updates

a. Executive Director Summary

Mark Davidson said there was no update on the East Fork parcel. He said that ICRMP had no feedback on the personnel policy. He added that the seasonal policy needs to be updated to reflect the updated personnel policy. He also announced that Jim Niemiste was retiring on July 2nd.

b. Programs Updates

i. Aquatics

Mark Davidson said he is proud of how Dominic Finazzo and his team are running things and handling conflicts with lap swimmers. Dominic Finazzo explained that on Saturday, an individual had a heart attack in the pool and was pulled out by lifeguards and transported to the hospital. The person was very grateful and made a full recovery. Finazzo stated he was impressed with how his team responded. He gave an update on the issue of lap swimmers' dissatisfaction with the lap swimming schedule. He explained the schedule and said that things have quieted down. Mark Davidson mentioned that there is a nationwide chlorine shortage. He said the employees who administer the chlorine will do so with tabs instead of liquid in response to the shortage, which will add a cost. Finazzo stated

that the School District swim team has asked us to keep the Aquatic Center open through October. Finazzo, Davidson, and the board discussed this option.

ii. Spring Sports

Mark Davidson said that all spring ball programs have now ended.

iii. Summer Camp

Mark Davidson said he is proud of Kellee Blondell and his leadership at summer camp. He brought up an issue that is happening at summer camp that we may need to discuss more and create some policies around. Blondell explained further that a parent contacted him about summer camp for her special needs child because she found out that Higher Ground wasn't operating their summer camp. He said they decided to do a trial period with him to see how it went, but the staff member he had chosen to work with him became uncomfortable with the situation because the child is nonverbal and runs away. Discussions were had with Higher Ground, the School District, Blondell, and Davidson. Blondell stated that he is concerned about putting the child, the other children, or the staff in danger. Davidson added that he and Blondell will have another conversation with the School District and go from there. The board discussed this, and Mike Burchmore said we should come up with a plan for this type of situation in the future.

c. Trails updates

Eric Rector said that Galena Lodge has opened. He said that trails are very dried out and dusty. It is busy up at Galena already. The Forest Service in that area won't be doing any disbursed camping in Senate Creek, and will be enforcing stay limits to 10 days, which should spread out some of the use. Rector stated that the early spring maintenance and downed tree removal are done. He said he is seeing more people than ever on the Harriman Trail this year. Rector announced that seal coating on the Wood River Trail will occur in August from East Fork to Gimlet. He went on to state that Quigley is busy and will get busier, and the pool is a hit. Mike Burchmore mentioned that the Visit Sun Valley folks want to use some of our signposts on the WRT for messages about being kind to each other. Rector said that would be fine as long as the BCRD can sign off on the messaging and look. Morgan Buckert added that the BCRD is collaborating with the Wood River Trails Commission to create an "epic" poster for trail etiquette.

d. Development and Communications Updates

Morgan Buckert said that Mark Davidson is working on an op ed to run in the June 30th paper, and then she is shooting for the newsletter to go out the 4th of July weekend. In June's newsletter, she said the biggest clicks were poolside yoga and trails information. She said that Sarah Sheahy will facilitate a storytelling training at the next staff meeting. Other updates included a \$6k gift from the Mary W. Harriman Foundation, 35 thank you packages to our AC donors inviting them to come see the pool, and a meeting with the Wood River Women's Foundation.

Mike Burchmore moved to adjourn the regular session and go into executive session at 1:43PM. Mary Fauth seconded. The motion passed unanimously.

6. Executive Session: Personnel Matters per Idaho Statute 74-206(b)

Executive Session – Personnel Matters per Idaho Statute 74-206(a)

Mike Burchmore, BCRD Board President

Attest:

Mark Mary, BCRD Board Member:

BLAINE COUNTY RECREATION DISTRICT
Minutes for the Regular Session of the Board of Directors
Monday, August 16, 2021

Group: Blaine County Recreation District Board of Directors
Date: Monday, August 16, 2021
Time: 2:00PM to 4:00PM Regular Session; 4:00PM Budget Hearing Fiscal Year 2021-2022
Place: Community Campus Minnie Moore Room

Present at meeting:

Board members: Mary Fauth, Mark Mary, and Mike Burchmore

BCRD staff: Mark Davidson, Joan Kino, Morgan Buckert, Eric Rector, and Holly Gawlinski

Guests: Jim Keller of GTAC

Public Session – Regular Session of the Board of Directors (2:00PM-4:00PM)

Call to order at 2:06PM.

1. Review of Prior Meeting Minutes

07-19-2021 Regular Session

Mike Burchmore commented that under the credit card section, “vice president” should be just “president”. He stated that in Section 3, Old Business, “Me” should be changed to “He”. Mark Mary motioned to approve the minutes with those corrections. Mary Fauth seconded. The motion passed unanimously. The decision was made to include June’s minutes in the September board meeting.

2. Finance Updates

a. Recommendation from Board President to approve cash disbursements for July 2021 and authorize payment of bills and payroll for August 2021 when they become due. Consideration of approval of June 2021 monthly credit card statement of Executive Director.

Mike Burchmore recommended to approve cash disbursements for July 2021 and authorize payment of bills and payroll for August 2021 when they become due, as well as approve the June 2021 monthly credit card statement of the Executive Director. Mark Mary seconded. The motion passed unanimously.

b. Finance Report – June 2021 financial statements

Joan Kino gave an overview of the June 2021 financials. She explained that program fees are behind budget, but this is a timing issue because we received most of those in the spring. June passes are ahead of budget for Aquatics and FitWorks. All categories are ahead of budget, year-on-year, except for Other Revenue, which is mainly interest. She stated that we are behind in revenue year-on-year, mainly due to earmarked fundraising. Expenses have expanded in most categories, year-on-year, which is to be expected because we didn’t run programs last year. Net income for major rollups is green everywhere. Mary Fauth motioned to approve the financials as presented. Mark Mary seconded. The motion passed unanimously.

3. Old Business

a. Continue discussion of contract with Mountain Rides for winter recreation shuttle service for 2021-2022 Nordic season

Mark Davidson said that he met with Wally Morgus and they went back and forth on the \$19.5k number. There will be 39 days total service for the season. The board discussed the options and decided to explore more options that would cut the cost.

4. New Business

a. Review impacts of BCSD updated COVID policy on BCRD operations at the Community Campus

Mark Davidson discussed BCSD's updated COVID policy. He said that things look a lot like they did last year. Davidson asked if we should extend the policy to provide a certain amount of paid sick leave to part-time and/or seasonal employees. The board discussed this and determined they support this to keep people from coming in sick. Joan Kino wondered if we should continue it based on Federal Government's protocol. The board discussed which source to use for COVID numbers. Davidson said he will send out an updated version of the BCRD COVID policy.

b. Review and consideration of Public Works Construction bids for the Wood River Trail Seal Coat Project

Eric Rector discussed the bids for the WRT seal coat project. He said that PSI pulled their bid because they are too busy, so the only bid received was from Imperial Asphalt. Rector said he thinks their bid is fair, and they have done this a number of times, so he feels good about it. The section of trail to be seal-coated is from Ohio Gulch to just above the hospital. The project should take about a week. Mary Fauth motioned to approve the acceptance of the bid from Imperial Asphalt. Mark Mary seconded. The motion passed unanimously.

c. Boulder Mountain Tour contract renewal

Mark Mary motioned to approve the Boulder Mountain Tour contract, with the **correction** mentioned. Mary Fauth seconded. The motion passed unanimously.

5. General Department Updates

a. Executive Director Summary

Mark Davidson said he had no major updates. He announced that they did their last interview today for the front desk manager, and he thinks they have found their candidate.

b. Programs Updates

Mark Davidson announced summer camp ends this week, and then there is a two-week gap before Hub starts. He said that soccer is coming up, with around 200 kids registered. The Hub is getting lots of signups, and Ellie Punnett went to the Hunger Coalition to sign kids up for a soccer scholarship.

c. Trails updates

Eric Rector said he and his crew have seen some trail damage and they've had to do extra mowing, both because of the rain. He said that the Pump Track Challenge was a fun and well-attended event. He announced that there will be an operations meeting tomorrow regarding Quigley, and things are starting to happen out there. He also discussed safety education and enforcement on the WRT.

d. Development and Communications Updates

Morgan Buckert announced that Nordic pass sales start in six weeks. She said it is official that there will be no Galena Benefit this year. She described a Galena Benefit auction package picnic that took place last weekend, which was a lovely production. Buckert announced that we received \$15k from the Drackman Family Foundation.

Not on agenda: Jim Keller of the GTAC gave updates about GTAC meetings.

The meeting adjourned at 4:01PM.

BCRD Board of Directors Meeting and Budget Hearing (4:00PM)

Present at meeting:

Board members: Mary Fauth, Mark Mary, and Mike Burchmore

BCRD staff: Mark Davidson, Joan Kino, Morgan Buckert, Eric Rector, and Holly Gawlinski

Guests: Jim Keller of GTAC and Joyce Fabre

Call to order at 4:01PM.

Mark Burchmore gave an overview of the FY 2021-2022 Budget. He stated that the overarching things impacting this budget are investing in staff, big increases in seasonal staffing, and some adjustments on very specific P&Ls around how we organize the staff. He said the strategic plan will impact this, and COVID will also influence our budget to some extent. He went over Budget Summary Comparisons. He explained that we are continuing to evolve our fundraising strategy from events to larger targeted gifts. Davidson said relative to previous seasons, wages and benefits are up. He announced that Marketing includes a website overhaul, which is about a \$40k project per year over two years. as well as Sarah Sheahy's contract, which is \$35k of the total. He said that seasonal payroll is a big part of the budget; mostly driven by aquatics. Davidson explained that we have consolidated some P&Ls, which might end up influencing some of these comparisons, year-on-year. He said we are hoping we use this year to determine what our next big investments will be, coming out of the Strategic Plan. Davidson said that we see a big jump in our staffing at the Aquatic Center, because we need 40-50 lifeguards to fully run both pools, which is almost double what we have had in the past. He said we might talk about looking at the fee schedule for next year. The Aquatic Center won't run like it did this year, because we had to close the leisure pool during swim lessons. Next year, both pools will be open during swim lessons, so that lap swimming can run congruently. Davidson discussed Tax and Non-Tax Trails. He added that next year's budget could include a NEPA analysis.

Mike Burchmore moved to adjourn the regular session and go into executive session at 5:08PM. Mary Fauth seconded. The motion passed unanimously.

Executive Session: Personnel Matters per Idaho Statute 74-206(b)
Executive Session – Personnel Matters per Idaho Statute 74-206(a)

BCRD Board President

Attest:

Mark Davidson, BCRD Executive Director

BLAINE COUNTY RECREATION DISTRICT
Minutes for the Special Session of the Board of Directors
Tuesday, August 24, 2021

Group: Blaine County Recreation District Board of Directors
Date: Tuesday, August 24, 2021
Time: 3:00 PM Session
Place: Meeting held virtually per Zoom invite

Present at meeting:

Board members: Mark Mary, Mike Burchmore, and Mary Fauth

BCRD staff: Mark Davidson

Call to order at 3:00 PM

Mike Burchmore motioned to move into Executive Session. Mary Fauth seconded. The motion passed unanimously.

Motion made by Mary Fauth to move to open session, Mark Mary seconded. The motion passed unanimously.

Mark Mary made motion to elect Mat Hall to replace Mike Burchmore as the District 3 representative, Mary Fauth seconded the motion. The motion passed. Mike Burchmore abstained from voting.

Meeting adjourned at 4:02.

Mary Fauth, BCRD Board Vice President

Attest:

Mark Davidson, BCRD Executive Director

BCRD Financial Dashboard Summary
Financial Review Period - July 2021

Legend

	Behind plan or trend
	Close to plan or trend
	Ahead of plan or trend

Total BCRD Income Statement	MTD to Budget		YTD to Budget		Year on Year	
	Variance	Status	Variance	Status	Variance	Status
Jul-21						
Total Revenue	-46,090		646,219		-536,375	
COGS	-3,995		-14,334		-31,448	
Operating Expenses	-15,222		-305,705		174,373	
Capital Expenditures	5,632		-103,742		-1,453,087	
Net income	-32,504		1,070,000		773,787	

Total BCRD Income Statement Categories	MTD to Budget		YTD to Budget		Year on Year	
	Variance	Status	Variance	Status	Variance	Status
Jul-21						
Property Tax	-28,025		52,859		68,100	
Program Fees + Passes	-9,706		61,295		139,259	
Fundraising	1,014		319,108		319,353	
Other Revenue	-7,117		235,447		-1,014,535	
Total Revenue	-2,257		-22,490		-48,553	
Total Revenue	-46,090		646,219		-536,375	
Cost of Goods Sold	-3,995		-14,334		-31,448	
Wages & Benefits	-2,603		-127,332		40,163	
Marketing	1,823		-23,795		28,872	
Repair & Maintenance	-13,718		-34,297		17,629	
Consulting/Legal	1,666		-4,966		-11,003	
Rent	2,274		-28,446		22,270	
Supplies	-450		-3,446		9,358	
Utilities	-2,685		-10,036		8,745	
Other	-1,529		-73,388		58,339	
Capex	5,632		-103,742		-1,453,087	
Total Expenses	-13,586		-423,781		-1,310,162	

Key Metrics	MTD to Budget		YTD to Budget		Year on Year	
	Variance	Status	Variance	Status	Variance	Status
Jul-21						
League fees	7,313		3,128		19,168	
Aquatics fees	-760		-4,333		8,842	
Aquatics passes	1,105		38,003		81,003	
Fitworks classes	466		-2,273		-3,141	
Fitworks passes	-90		-23,525		-29,336	
NVT Season passes	0		293,979		259,548	
NVT day passes	0		9,698		7,406	
Rental Revenue	145		4,072		4,144	
Operational Fundraising	-12,749		261,841		127,917	
Earmarked Fundraising	5,632		-26,394		-1,142,452	
Gas	-268		-12,124		-1,814	

Net Income by Major Department	MTD to Budget		YTD to Budget		Year on Year	
	Variance	Status	Variance	Status	Variance	Status
Jul-21						
Tax Related Recreation	-17,491		559,356		713,559	
G&A	-20,155		254,004		458,798	
BCRD@CC (Programs)	-3,685		180,469		102,885	
Aquatics	-10,283		72,851		7,496	
Tax Trails (WRT)	16,632		52,032		144,381	
GNVT	-15,012		510,645		60,228	

Total BCRD Income Statement	MTD to Budget		YTD to Budget		Year on Year	
	Variance	Status	Variance	Status	Variance	Status
Aug-21 Preliminary and Normalized						
Total Revenue	32,494		678,713		-610,887	
COGS	-2,043		-16,378		-29,442	
Operating Expenses	-2,990		-308,695		192,198	
Capital Expenditures	-30,781		-134,523		-1,564,771	
Net income	68,308		1,138,309		791,127	
Net Income Normalized						

Blaine County Recreation District
All BCRD Income Statement vs. Budget
October 2020 through July 2021

	MTD				TOTAL			
	Jul 21	Budget	\$ Over Budget	% of Budget	Oct '20 - Jul 21	Budget	\$ Over Budget	% of Budget
	Ordinary Income/Expense							
Income								
Property Tax								
4000 · Property Tax	399,376	427,401	-28,025	93%	1,569,400	1,516,541	52,859	103%
Total Property Tax	399,376	427,401	-28,025	93%	1,569,400	1,516,541	52,859	103%
Program Fees, Lessons								
4100 · Program Fees	7,771	13,840	-6,068	56%	157,462	88,905	68,557	177%
4101 · Program Fees (non-taxable)	3,692	1,000	2,692	369%	72,650	79,840	-7,190	91%
4350 · Lessons	629	6,500	-5,871	10%	21,587	21,700	-113	99%
4360 · Class Fees	1,183	1,642	-459	72%	11,257	11,217	40	100%
Total Program Fees, Lessons	13,276	22,981	-9,706	58%	262,956	201,661	61,295	130%
Passes								
4305 · Combo Annual Pass	0	0	0	0%	122,073	50,000	72,073	244%
4310 · Annual Passes								
4310.01 · Adult Season Pass (083)	0	0	0	0%	590,134	0	590,134	100%
4310.02 · Dog Season Pass (083)	0	0	0	0%	42,336	0	42,336	100%
4310.03 · Snowshoe Season Pass (083)	0	0	0	0%	12,675	0	12,675	100%
4310 · Annual Passes - Other	1,946	975	971	200%	68,378	460,250	-391,872	15%
Total 4310 · Annual Passes	1,946	975	971	200%	713,523	460,250	253,273	155%
4315 · Combo Day Pass	0				0	0	0	0%
4320 · Day Passes								
4320.01 · Adult Day Pass (083)	0	0	0	0%	87,185	0	87,185	100%
4320.02 · Dog Day Pass (083)	0	0	0	0%	2,858	0	2,858	100%
4320.03 · Quigley Day Pass (086)	0	0	0	0%	2,004	0	2,004	100%
4320.04 · Snowshoe Day Pass (083)	0	0	0	0%	4,186	0	4,186	100%
4320 · Day Passes - Other	10,988	8,156	2,832	135%	38,049	117,107	-79,058	32%
Total 4320 · Day Passes	10,988	8,156	2,832	135%	134,281	117,107	17,175	115%
4330 · Weekly Passes	0	0	0	0%	30,953	30,000	953	103%
4335 · Month Pass	2,178	4,967	-2,789	44%	20,801	45,167	-24,366	46%
Total Passes	15,112	14,097	1,014	107%	1,021,631	702,523	319,108	145%
Fundraising								
4700 · Fundraising - Nordic Pins	0	0	0	0%	64,705	15,652	49,053	413%
4710 · Fundraising-Donations	1,707	4,079	-2,372	42%	428,093	117,654	310,439	364%
4711 · Fundraising-Earmarked Donations	5,632	0	5,632	100%	48,606	75,000	-26,394	65%
4720 · Fundraising-Sponsorships	0	4,000	-4,000	0%	4,350	6,000	-1,650	73%
4730 · Fundraising-Special Events	0	6,000	-6,000	0%	33,175	179,000	-145,825	19%
4740 · Fundraising-Grants	3,951	4,328	-377	91%	67,136	17,311	49,824	388%
4750 · Fundraising-Taxable	0	0	0	0%	0	0	0	0%
Total Fundraising	11,290	18,407	-7,117	61%	646,065	410,617	235,447	157%
Other Revenue								
4200 · Facility Rental	670	525	145	128%	4,127	3,025	1,102	136%
4201 · Facility Rental (non-taxable)	0	0	0	0%	14,820	11,850	2,970	125%
4210 · Equipment Rental	305	450	-145	68%	692	630	62	110%
4220 · Special Events	551	0	551	100%	551	0	551	100%
4400 · Merchandise Sales	500	1,400	-900	36%	1,250	2,900	-1,650	43%
4410 · Food Sales	4,482	4,510	-28	99%	8,724	8,600	124	101%
4500 · Miscellaneous	987	0	987	100%	3,743	6,500	-2,757	58%
4900 · Interest Income	925	3,791	-2,866	24%	15,027	37,918	-22,891	40%
Total Other Revenue	8,419	10,676	-2,257	79%	48,933	71,423	-22,490	69%
Total Income	447,473	493,563	-46,090	91%	3,548,985	2,902,766	646,219	122%
Cost of Goods Sold								
5010 · COS-Merchandise	0	1,200	-1,200	0%	6,680	11,100	-4,420	60%
5020 · COS-Food	1,325	4,120	-2,795	32%	2,396	12,310	-9,914	19%
Total COGS	1,325	5,320	-3,995	25%	9,076	23,410	-14,334	39%
Gross Profit	446,148	488,243	-42,094	91%	3,539,910	2,879,356	660,554	123%
Expense								
Payroll & Payroll Related								
Salaries								
6010 · Salaries	26,671	36,908	-10,237	72%	307,653	387,532	-79,879	79%
6011 · Salary Sick Leave	0	0	0	0%	1,896	0	1,896	100%
6012 · Salary Vacation Leave	4,846	0	4,846	0%	23,007	0	23,007	100%
6013 · Salary FFCRA Sick Leave	0	0	0	0%	1,111	0	1,111	100%
Total Salaries	31,516	36,908	-5,391	85%	333,667	387,532	-53,866	86%
Hourly								
6020 · Hourly Wages	35,497	46,734	-11,238	76%	470,108	490,712	-20,604	96%

Blaine County Recreation District
All BCRD Income Statement vs. Budget
October 2020 through July 2021

	MTD				TOTAL			
	Jul 21	Budget	\$ Over Budget	% of Budget	Oct '20 - Jul 21	Budget	\$ Over Budget	% of Budget
	6021 · Hourly Sick Leave	7,568	0	7,568	100%	20,191	0	20,191
6022 · Hourly Vacation Leave	5,687	0	5,687	100%	23,265	0	23,265	100%
6023 · Hourly FFCRA Sick Leave	0	0	0	0%	726	0	726	100%
6030 · Overtime	223	300	-77	74%	1,117	7,650	-6,533	15%
Total Hourly	48,975	47,034	1,940	104%	515,407	498,362	17,044	103%
Seasonal								
6040 · Seasonal Payroll	69,279	62,842	6,437	110%	262,905	299,046	-36,141	88%
6041 · Seasonal FFCRA Sick Leave	0	0	0	0%	2,491	0	2,491	100%
6045 · Seasonal Overtime	64	0	64	100%	75	0	75	100%
Total Seasonal	69,342	62,842	6,501	110%	265,471	299,046	-33,575	89%
Payroll Expenses								
6080 · Worker's Compensation	0	0	0	0%	13,623	22,334	-8,711	61%
6110 · FICA	11,135	11,229	-94	99%	81,986	90,648	-8,662	90%
6120 · SUTA	272	1,468	-1,196	19%	1,842	11,850	-10,008	16%
6130 · PERSI	8,404	10,538	-2,134	80%	96,666	111,036	-14,370	87%
6140 · Health Insurance	7,633	10,596	-2,963	72%	82,485	105,959	-23,474	78%
6141 · HSA Company Contribution	1,188	0	1,188	100%	12,376	0	12,376	100%
6145 · Employee Benefits	288	272	16	106%	2,656	2,718	-62	98%
Total Payroll Expenses	28,920	34,102	-5,182	85%	291,634	344,544	-52,910	85%
6050 · Bonuses	0	0	0	0%	0	0	0	0%
6070 · Employee Relations	455	925	-470	49%	1,419	5,445	-4,026	26%
6100 · Employee Sick Leave	0	0	0	0%	0	0	0	0%
Total Payroll & Payroll Related	179,208	181,811	-2,603	99%	1,407,598	1,534,930	-127,332	92%
Marketing								
7015 · Advertising-Design	270	150	120	180%	3,045	9,060	-6,015	34%
7020 · Advertising-Production	997	100	897	997%	8,792	20,760	-11,968	42%
7025 · Advertising-Distribution	0	0	0	0%	1,638	4,100	-2,462	40%
7030 · Advertising-Placement	1,834	850	984	216%	11,090	19,690	-8,600	56%
7035 · Advertising-Other	0	50	-50	0%	0	1,400	-1,400	0%
7222 · Fundraising Expense	165	1,000	-835	17%	10,175	23,800	-13,625	43%
7500 · Marketing	2,720	1,000	1,720	272%	25,655	2,000	23,655	1283%
7520 · Postage	147	90	57	164%	11,939	6,860	5,079	174%
7535 · Promotion	0	1,070	-1,070	0%	3,172	11,630	-8,458	27%
Total Marketing	6,133	4,310	1,823	142%	75,505	99,300	-23,795	76%
Repair & Maintenance								
7410 · Repair/Maintenance - other	3,951	720	3,231	549%	5,802	3,130	2,672	185%
7420 · Automobiles R/M								
7421.09 · F350 - 1997	0	0	0	0%	351	0	351	100%
7421.10 · Silverado - 2005	0	0	0	0%	1,268	0	1,268	100%
7421.11 · F250 - 1997 - RETIRED	0	0	0	0%	0	0	0	0%
7421.13 · F550 - 2008	0	0	0	0%	2,250	0	2,250	100%
7421.14 · Outback - 2002 - RETIRED	0	0	0	0%	0	0	0	0%
7421.15 · Dodge Ram - 2008	0	0	0	0%	23	0	23	100%
7421.16 · Ford F250 - 2008	0	0	0	0%	615	0	615	100%
7421.17 · Ford F150 - 2016	0	0	0	0%	357	0	357	100%
7421.18 · Dodge Ram 2500 - 2016	0	0	0	0%	589	0	589	100%
7421.19 · Dodge Journey - 2018	0	0	0	0%	65	0	65	100%
7420 · Automobiles R/M - Other	0	820	-820	0%	390	6,300	-5,910	6%
Total 7420 · Automobiles R/M	0	820	-820	0%	5,908	6,300	-392	94%
7430 · Buildings Repair/Maint	134	1,178	-1,044	11%	7,652	13,305	-5,653	58%
7440 · Equipment R/M								
7441.07 · Sun Valley Tractor-07	0	0	0	0%	0	0	0	0%
7441.08 · WRT Tractor-08	0	0	0	0%	0	0	0	0%
7441.11 · John Deer Compact Excavator	0	0	0	0%	-36	0	-36	100%
7441.12 · Sutter 300 Mini Trail Dozer	0	0	0	0%	132	0	132	100%
7441.14 · Tool Cat-2015	556	0	556	100%	2,156	0	2,156	100%
7441.16 · 2019 Polaris Sportsman 850SP	70	0	70	100%	210	0	210	100%
7440 · Equipment R/M - Other	841	1,440	-599	58%	4,558	9,630	-5,072	47%
Total 7440 · Equipment R/M	1,467	1,440	27	102%	7,021	9,630	-2,609	73%
7450 · Grooming Equipment R/M								
7451.01 · 2007 PB200-Edge-(Rotarun)-SOLI	0	0	0	0%	0	0	0	0%
7451.03 · 2006 PB100-Croy-RETIRED	0	0	0	0%	0	0	0	0%
7451.07 · 2009 PB100-Vamps-(082)	218	0	218	100%	11,267	0	11,267	100%
7451.08 · 2011 PB400-Cow-(086)-RETIRED	0	0	0	0%	0	0	0	0%
7451.09 · 2011 PB100-(083)	3,810	0	3,810	100%	18,441	0	18,441	100%

Blaine County Recreation District
All BCRD Income Statement vs. Budget
October 2020 through July 2021

	MTD				TOTAL			
	Jul 21	Budget	\$ Over Budget	% of Budget	Oct '20 - Jul 21	Budget	\$ Over Budget	% of Budget
	7451.10 · 2012 PB100 WRT-Lake Creek-(08)	2,808	0	2,808	100%	3,345	0	3,345
7451.11 · 2017 PB100-NVT-(083)	929	0	929	100%	7,147	0	7,147	100%
7451.12 · 2018 PB100-NVT-(083)	929	0	929	100%	4,291	0	4,291	100%
7451.13 · 2020 PB100-Quigley-(086)	27	0	27	100%	2,901	0	2,901	100%
7450 · Grooming Equipment R/M - Other	0	2,000	-2,000	0%	507	30,500	-29,993	2%
Total 7450 · Grooming Equipment R/M	8,722	2,000	6,722	436%	47,898	30,500	17,398	157%
7460 · Path Field Grounds Repair/Maint	3,898	25,721	-21,824	15%	25,033	69,527	-44,494	36%
7470 · Snowmobiles Repair/Maint	0	10	-10	0%	1,281	2,500	-1,219	51%
Total Repair & Maintenance	18,172	31,889	-13,718	57%	100,596	134,892	-34,297	75%
Consulting / Legal								
7400 · Legal Fees	60	225	-165	27%	672	3,400	-2,728	20%
7530 · Professional & Consulting Fees	3,156	1,325	1,831	238%	6,482	8,720	-2,238	74%
Total Consulting / Legal	3,216	1,550	1,666	207%	7,154	12,120	-4,966	59%
Rent								
7620 · Property Rent	19,191	16,917	2,274	113%	142,371	170,817	-28,446	83%
Total Rent	19,191	16,917	2,274	113%	142,371	170,817	-28,446	83%
Supplies								
7097 · Computer Supplies	0	50	-50	0%	798	825	-27	97%
7510 · Office Supplies	362	437	-75	83%	2,962	5,261	-2,299	56%
7511 · Operating Supplies	220	365	-145	60%	2,552	4,300	-1,748	59%
7845 · Supplies - other	3,119	3,299	-180	95%	21,784	21,156	628	103%
Supplies - Other	0	0	0	0%	0	0	0	0%
Total Supplies	3,701	4,151	-450	89%	28,096	31,542	-3,446	89%
Utilities								
7810 · Sanitation	1,559	1,260	299	124%	14,509	12,345	2,164	118%
7910 · Electric	1,226	1,530	-304	80%	8,837	12,035	-3,198	73%
7915 · Natural Gas	1,231	1,540	-309	80%	2,143	5,592	-3,449	38%
7920 · Water	2,616	5,014	-2,398	52%	12,620	18,451	-5,831	68%
7925 · Cable TV	94	94	0	100%	943	940	3	100%
7930 · Internet Connection	188	161	27	117%	1,754	1,479	275	119%
Total Utilities	6,914	9,599	-2,685	72%	40,806	50,842	-10,036	80%
Other Miscellaneous								
7005 · Accounting & Auditing Fees	0	0	0	0%	11,850	12,000	-150	99%
7050 · Allocated Expenses	0	0	0	0%	0	3	-3	0%
7055 · Amenities	542	0	542	100%	3,914	2,250	1,664	174%
7060 · Automobile	249	1,410	-1,161	18%	249	3,050	-2,801	8%
7065 · Bad Debt	0	0	0	0%	0	0	0	0%
7070 · Bank Charges/Financing	0	0	0	0%	232	0	232	100%
7085 · Cellular & Satellite Phones	598	803	-205	74%	7,773	7,045	728	110%
7090 · Chemicals	4,183	7,500	-3,317	56%	7,328	12,000	-4,672	61%
7095 · Computer Services	6,428	2,728	3,700	236%	64,094	62,294	1,800	103%
7096 · Computer Software	257	50	207	515%	5,730	4,660	1,070	123%
7099 · Computer Hardware	0	100	-100	0%	3,985	2,430	1,555	164%
7105 · Credit Card Fees	942	1,541	-599	61%	46,521	40,627	5,894	115%
7200 · Dues	135	300	-165	45%	1,667	1,960	-293	85%
7205 · Entertainment & Meals	195	265	-70	74%	324	1,735	-1,411	19%
7209 · Equipment Purchase	0	0	0	0%	8,494	5,950	2,544	143%
7215 · Fertilizer	0	0	0	0%	0	0	0	0%
7220 · Freight	0	0	0	0%	260	0	260	100%
7223 · Furniture & Fixtures	189	250	-61	76%	267	4,400	-4,133	6%
7225 · Gasoline, Diesel & Motor Oil	938	1,206	-268	78%	44,890	57,014	-12,124	79%
7230 · Insurance	0	0	0	0%	34,142	35,146	-1,004	97%
7250 · Janitorial Services	3,600	3,000	600	120%	5,580	6,000	-420	93%
7255 · Laundry	0	45	-45	0%	0	450	-450	0%
7310 · Automobile Lease	0	0	0	0%	0	0	0	0%
7330 · Equipment Lease	60	64	-4	94%	604	576	28	105%
7360 · Office Equipment	0	0	0	0%	0	0	0	0%
7405 · Licenses & Permits	0	1,050	-1,050	0%	1,793	34,028	-32,235	5%
7505 · Miscellaneous Exp	125	698	-573	18%	14,649	8,689	5,960	169%
7515 · Penalties & Late Fees	0	0	0	0%	0	0	0	0%
7525 · Printing	0	100	-100	0%	225	200	25	113%
7610 · Equipment Rent	96	10	86	963%	639	7,970	-7,331	8%
7630 · Other Rent	90	90	0	100%	897	1,650	-753	54%
7815 · Security	0	106	-106	0%	340	710	-370	48%
7820 · Seeds & Plants	0	0	0	0%	0	0	0	0%

Blaine County Recreation District
All BCRD Income Statement vs. Budget
October 2020 through July 2021

	MTD				TOTAL			
	Jul 21	Budget	\$ Over Budget	% of Budget	Oct '20 - Jul 21	Budget	\$ Over Budget	% of Budget
	7823 · Signs	44	0	44	100%	5,290	1,875	3,415
7825 · Small Tools and Parts	213	200	13	106%	1,771	2,450	-679	72%
7840 · Subscriptions	-14	1,062	-1,076	-1%	3,168	9,923	-6,755	32%
7850 · Telephone	262	486	-224	54%	3,094	3,774	-680	82%
7855 · Training	116	625	-509	19%	4,224	15,491	-11,267	27%
7860 · Travel	298	100	198	298%	787	7,375	-6,588	11%
7865 · Uniforms	2,712	0	2,712	100%	12,013	16,494	-4,481	73%
7980 · Web Hosting	0	0	0	0%	38	0	38	100%
Total Other Miscellaneous	<u>22,259</u>	<u>23,789</u>	<u>-1,529</u>	<u>94%</u>	<u>296,831</u>	<u>370,219</u>	<u>-73,388</u>	<u>80%</u>
Total Expense	<u>258,794</u>	<u>274,016</u>	<u>-15,222</u>	<u>94%</u>	<u>2,098,957</u>	<u>2,404,661</u>	<u>-305,705</u>	<u>87%</u>
Net Ordinary Income	187,355	214,227	-26,872	87%	1,440,953	474,695	966,258	304%
Other Income/Expense								
Other Expense								
9010 · Capital Expenditures	5,632	0	5,632	100%	279,942	383,684	-103,742	73%
Total Other Expense	<u>5,632</u>	<u>0</u>	<u>5,632</u>	<u>100%</u>	<u>279,942</u>	<u>383,684</u>	<u>-103,742</u>	<u>73%</u>
Net Other Income	<u>-5,632</u>	<u>0</u>	<u>-5,632</u>	<u>100%</u>	<u>-279,942</u>	<u>-383,684</u>	<u>103,742</u>	<u>73%</u>
Net Income	<u>181,723</u>	<u>214,227</u>	<u>-32,504</u>	<u>85%</u>	<u>1,161,011</u>	<u>91,011</u>	<u>1,070,000</u>	<u>1276%</u>

Blaine County Recreation District

Balance Sheet

As of July 31, 2021

	Jul 31, 21
ASSETS	
Current Assets	
Checking/Savings	
0105 · Mountain West Bank-Checking	10,387
0110 · Mountain West-Imprest	724
0115 · Petty Cash	100
0120 · Cash On Hand	350
0140 · Savings-General Fund #980	1,495,737
0145 · Savings - WRT Fund #3178	484,414
0150 · Savings-Galena #1396	1,865,576
0160 · Savings-Harriman Trail #2273	184,825
0170 · Diversified Fund	395,778
0180 · Mtn West Bank-FLEX Acct	25,648
Total Checking/Savings	4,463,539
Accounts Receivable	
0205 · Accounts Receivable	4,720
0208 · Altru Credit Card Receivable	14,517
Total Accounts Receivable	19,237
Other Current Assets	
1499 · Undeposited Funds	839
Total Other Current Assets	839
Total Current Assets	4,483,615
Fixed Assets	
1110 · Property/Equip-Rec Dist	151,944
1120 · Property/Fixtures-Rec Dist	118,133
1130 · Aquatic-Property/Equipment	741,040
1140 · Aquatic-Furn/Fixtures	83,508
1150 · Aquatic-Design	54,951
1160 · Aquatic-Engineering	15,137
1170 · Aquatic-Construction	715,648
1180 · Aquatic-Landscape	36,704
1190 · Aquatic-Phase I	18,073
1220 · Storage Shed	2,485
1230 · Parks	128,626
1310 · WRT-Maintenance Equipment	2,270,290
1320 · WRT-Construction	6,158,658
1330 · WRT-Engineering	208,403
1340 · WRT-Land	308,259
1360 · Quigley Land	75,000
1410 · Galena Lodge	1,812,439
1420 · Galena Equipment	291,628
1510 · Community Campus Construction	666,747
1553 · Construction in Progress	2,649,887
1610 · HUB-Construction	183,089
1620 · HUB-Equipment	3,373
1700 · Accumulated Depreciation	-7,249,857
Total Fixed Assets	9,444,166
TOTAL ASSETS	13,927,781

Blaine County Recreation District

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	
2011 · Rent Payable	15,012
2010 · Accounts Payable - Other	210
Total 2010 · Accounts Payable	<u>15,222</u>
Total Accounts Payable	15,222
Other Current Liabilities	
2120 · State Withholding Tax Payable	3,921
2125 · SUTA Payable	272
2161 · AFLAC Pre-tax Payable	333
2162 · AFLAC (After-tax) Payable	94
2200 · Sales Tax Payable	1,735
2323 · Advanced Revenue-NVT/ Harriman	6,146
2329 · Advanced Revenue-Other Programs	
2329.03 · Advanced Rev Quigley Developmnt	180,445
Total 2329 · Advanced Revenue-Other Programs	<u>180,445</u>
2350 · Galena Adventure Camp Scholarsh	6,342
Total Other Current Liabilities	<u>199,288</u>
Total Current Liabilities	<u>214,510</u>
Total Liabilities	214,510
Equity	
3000 · Investment in Fixed Asset	9,444,166
3010 · Fund Balance	3,108,095
Net Income	1,161,011
Total Equity	<u>13,713,272</u>
TOTAL LIABILITIES & EQUITY	<u>13,927,781</u>

To: BCRD Board of Directors
From: Mark Davidson, Executive Director
Date: September 27, 2021
Re: COVID-19 Policy and Protocols



On August 16, 2021, the BCRD Board approved the updated COVID-19 policy. This policy provides guidelines for how the organization will operate and run programming. Since this time each of the City of Hailey and Blaine County have instituted updated mandates concerning COVID-19. Though many of the specifics of the policies are familiar: get vaccinated, wear face coverings, maintain physical distance, wash your hands, etc. There are some aspects of the recent mask mandates that differ from our policy related to face coverings while exercising. The following exceptions for wearing face coverings from the City of Hailey, Blaine County, and the Idaho High School Athletic Association used by BCSD:

- City of Hailey, “Persons who are actively engaged in athletic competition.”
- Blaine County, “Persons who are engaged in indoor exercise, so long as they engage in social distancing.”
- IHSAA, “At all times indoors when not exerting or recovering after exertion.”

For comparison the BCRD policy requires all persons to wear face coverings when we are in red according to the Blaine County dashboard. We also limit the number of people allowed to gather in our spaces.

This has resulted in several questions, particularly with our FitWorks and gym patrons. In general, the question we field is would the BCRD allow for flexibility in the mask policy **IF** all patrons attending a class or exercise at FitWorks can show proof of vaccination and are able to adequately distance from each other? We do not currently ask patrons to show proof of vaccination and further discussion is likely warranted. As it pertains to COVID-19 clarity is important as is flexibility in how we implement our policy.

For further details on mask ordinances refer to the following links:

[Blaine County Mask Ordinance](#)

[City of Hailey Mask Ordinance](#)



Blaine County Recreation District

Strategic Plan Process Report
Board of Directors Meeting
September 27, 2021

Strategic Wayfinding Process

Phase One: Generative

Purpose: Embrace a culture of inquiry. Role of Steering Committee: Measure the impact of the current strategic plan and set the conditions for a generative mindset.

Estimated Duration: Two Months

Stakeholders: The community at-large

Deliverables: Group memory of facilitated sessions, resources to promote generative thinking, reading materials.

Phase Two: Grappling

Purpose: Frame and deliberate on the questions that matter.

Role of Steering Committee: Frame output from the Generative phase and facilitate “big question” working groups.

Estimated Duration: Three Months

Stakeholders: Selected representatives from diverse groups to staff working groups. Employ greater stakeholder groups for feedback and reflection.

Deliverables: Feedback from interactive sessions, survey data, Big Question framework, Generative question resources.

Phase Three: Framing

Purpose: Articulate human-centered strategies

Role of Steering Committee: Assemble the best ideas and form human-centered “how might we” strategies. Lead the transformation of “big questions” into strategies. Support the creation of a written strategic plan.

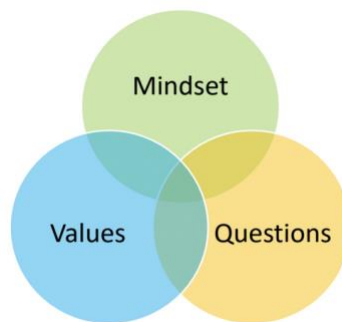
Estimated Duration: Two Months

Stakeholders: Primarily Board and Staff. Expanded community engaged for focused feedback and advocacy.

Deliverables: Strategic framework to facilitate the creation of a written plan.

Supporting Philosophy

The strategic planning process will be supported by the interplay of mindset, core values, and transformative questions.



Magnetic North: Purpose, Vision, Mission, and Values

Purpose: BCRD enriches our community by creating exceptional recreational opportunities for all.

Vision: Equal access to recreational opportunities creates a healthy and thriving community.

Mission: BCRD provides healthy, active, and diverse recreational opportunities for our community.

Core Values:

Inclusion: BCRD believes in recreational programs and facilities that are accessible and affordable to and inclusive of everyone in our community.

Health: BCRD believes that the benefit of recreation leads to a fulfilling life.

Impact: BCRD believes that recreation can positively impact everyone in our community.

Growth: BCRD believes that recreation provides personal growth to build a thriving community.

Essential Questions: What Questions Must be Answered for BCRD to Complete the Work that Matters

Group One:

1. How might we improve and focus our programming while serving long-time users and welcoming new groups?
2. How might we increase diversity and foster inclusion in our programs and at our facilities while maintaining quality and affordability?
3. What facilities do our staff need to provide the highest level of service?
4. How do we provide the resources to ensure personal and professional development of all staff?
5. How does BCRD proactively adapt to COVID challenges (disruptions)?

Group Two:

1. Programming: Decide when what, how, and where we will initiate new programs or evolve existing ones?
2. Infrastructure: Do we have the necessary infrastructure (people, facilities, etc.) to meet our existing needs and grow and influence the future of our community?
3. Community: What is BCRD doing to honestly reflect and influence our community?
4. How will we balance cost recovery with community benefit while not compromising our values?

Group Three:

1. How might we balance cost recovery with community benefit?
2. How might we determine our feasibility of creating a new BCRD headquarters?

3. How might we determine how effective our programs are? How might we ensure that we are reaching all parts of our community?

Wildly Important Goals: Goals that Must Be Completed in the Next Three Years

Group One:

1. Galena endowment and funded capital campaign (fix things)
2. Free and reduce cost (and/or gear) in programming for those who need it?
3. Launch outdoor education program
4. Diverse leadership within BCRD (board and staff) reflected in actions

Group Two:

1. Core programming
2. Where is home
3. Financial capacity
4. Diversity in staff and participation?

Group Three:

1. Having our own office spaces/facilities
2. Create/expand outdoor activities at Quigley
3. Offer competitive wages to attract/maintain quality employees and candidates
4. Secure reliable transportation to utilize more of our geographic area for programming.

Resources:

[Staff Essential Question Survey Results](#)

To: BCRD Board of Directors
From: Mark Davidson, Executive Director
Date: September 27, 2021
Re: Attorney of Record



For many years BCRD's attorney of record has been Jim Speck from Speck and Aanestad based in Ketchum, Idaho. Jim has let us know that he is approaching retirement and has indicated that we no longer use his services as our primary counsel. He did indicate that he would be willing to support us as needed on issues related to water rights given his specialty in water law. This past summer I talked to several local attorney's, recommended to us from others or who I know personally, regarding services they could provide us and their interest in representing BCRD as our attorney of record.

These discussions were informal in nature and consisted of a wide array of questions related to BCRD's business model. The following general BCRD needs were discussed requiring legal support of some kind:

- Contracts and agreements with partner organizations, vendors, contractors, and public agencies (federal and state).
- Employment and Human Resource issues related to personnel policies, employee issues, hiring practices, and internal controls.
- Experience with public entities, non-profit organizations, foundations, and best management practices.
- Risk management support related to strategic business decisions, external relationships, and anything affecting BCRD institutional integrity.
- Real estate transactions.

These conversations have led us to the law firm Mathieu, Ranum, and Allaire PLLC. I have had several conversations with Cheryl Allaire regarding the firm's ability to serve the needs of the BCRD. I have found Cheryl to be responsive, clear in her communications, and thoughtful in how her firm can represent BCRD. She has provided an engagement letter which details the working arrangement with BCRD and fee structure.

Cost structure for securing legal counsel:

Cheryl Allaire Esq. \$250/hour

Elizabeth Mathieu Esq. \$395/hour

Most of the services provided would be completed by Cheryl with specialized legal support from Elizabeth as needed. The agreement would allow for pricing to be adjusted by mutual agreement. Parties to the agreement also reserve the right to terminate the engagement at any time with written notice.

ACTION: BCRD staff recommend the Board support signing the engagement letter from Cheryl Allaire Esq. establishing her as our attorney of record for the BCRD.

To: BCRD Board of Directors
From: Mark Davidson, Executive Director
Date: September 27, 2021
Re: ICRMP Direct Access Representation



BCRD was recently contacted by representatives of the Idaho Counties Risk Management Program (ICRMP) regarding a change affecting our insurance coverage through ICRMP. The ICRMP contract with our independent insurance agent, Wood River Insurance, and appointment has been cancelled, and they are no longer authorized to represent or assert affiliation with ICRMP. This change does not affect our coverage or the renewal of our ICRMP policy. As a result of this change, we are required to either select a new ICRMP approved local agent or choose to access ICRMP directly without an agent. Upon further conversation with ICRMP it is favorable for us to access ICRMP without agent representation – Direct Access. The following memo from ICRMP details the implications of switching to Direct Access to ICRMP regarding our insurance coverage. In addition to improved knowledge of ICRMP services we also will see an 8% reduction in the cost of our premium.

ACTION: Approve switch to accessing ICRMP without agent representation – Direct Access.

September 1, 2021

Blaine County Recreation District
Joan Kino, Risk Manager
1050 Fox Acres Rd #107
Hailey, ID, 83333

RE: Accessing ICRMP Without an Insurance Agent Effective September 1, 2021

Dear Governing Board,

This notice will serve to confirm your choice of accessing ICRMP without agent representation - Direct Access. We believe choosing this option will provide you with increased membership knowledge of services provided, as well as provide your entity with a possible reduction in premium. Services that were previously the responsibility of your insurance agent will now be performed by ICRMP as follows:

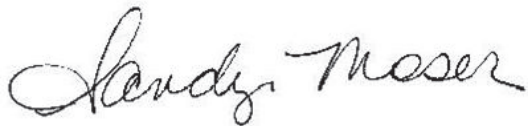
- Provide you an estimated renewal contribution amount April/May to assist you in the preparation of your budget.
- Deliver your ICRMP policy at renewal and review policy changes with you and/or your governing board to answer relevant questions about coverage and policy terms.
- Review your list of property insured with us as this gives you the opportunity to see all property covered by ICRMP as well as the value assigned to it.
- Provide you with property appraisals performed by an ICRMP approved independent valuation contractor.
- Provide you with proof of insurance Vehicle Identification cards for all of your insured vehicles.
- Collect data used to underwrite and price your insurance policy.
- Provide Certificates of Insurance for showing required coverage and limits.

In addition to the services above once performed by your independent agent, these services are provided as well:

- Receive in-person contact by an ICRMP representative to check on your needs and satisfaction.
- Direct response to insurance and risk management questions.
- Regular review of ICRMP's risk management resources and trainings.

We welcome you as a Direct Access member and encourage you to fully utilize all of our services as your comprehensive insurance and risk management program. For future service needs, please contact Mary Kummer at 208-246-8210 or mkummer@icrmp.org.

Respectfully,

A handwritten signature in cursive script that reads "Sandy Moser". The signature is written in black ink and is positioned above the printed name and title.

Sandy Moser, CPCU
Underwriting Manager

To: BCRD Board of Directors
From: Mark Davidson, Executive Director
Date: September 27, 2021
Re: Nordic Pass Fee Schedule



Each year BCRD assesses the fee structure for Nordic ski passes including dog and snowshoe passes. This coming season BCRD staff are proposing modest increases for all pass fees as shown in the fee schedule below. The proposed fees will cover ongoing operational and administrative costs associated with Nordic skiing allowing BCRD to continue providing excellent skiing and snowshoeing opportunities for members of our community and beyond.

Nordic Pass Pricing

	2020-21 Pricing	2021-22 Pricing	Change
Nordic Pass	\$272.00	\$280.00	2.9%
Nordic Pass (Early Bird)	\$222.00	\$228.00	2.6%
Dog Pass*	\$49.00	\$52.00	5.8%
Snowshoe Pass	\$65.00	\$66.00	1.5%
SV Combo	\$559.00	\$576.00	3.0%
SV Combo (Early Bird)	\$415.00	\$428.00	3.0%

*Specific notice was given for Dog Pass fee increase per State Statute 63-1311A

ACTION: Approve the Nordic Pass fee schedule for the 2021/2022 ski season as presented.