



## Meeting Notice of the Blaine County Recreation District Board of Directors

Date: Monday, June 3, 2024

Time: 10:00am

Place: BCRD Conference Room

### Agenda of the Regular Session of the Board of Directors

1. Public Comment (3-minute time limit)
2. Review of Prior Meeting Minutes
  - a. 05/06/2024 Regular Session (ACTION ITEM)
3. Department Updates
  - a. Finance:
    - o Recommendation from Board President to approve cash disbursements for May 2024 and authorize payment of bills and payroll for June 2024 when they become due. Consideration of approval of April 2024 credit card statement of Executive Director (ACTION ITEM).
    - o Finance Report – Review and approve April 2024 Balance Sheet and Profit & Loss Statement (ACTION ITEM).
  - b. Development and Communications
  - c. Programs
  - d. Trails
  - e. Executive Director
4. Old Business
  - a. BCRD Master Planning Services – review contract for services and finalize selection of contractor to complete the Master Plan (ACTION ITEM).
5. New Business
  - a. Review costs for landscape installation at the Quigley Trails Park parking lot (ACTION ITEM).
  - b. Consideration and confirmation of date and time for July Board Meeting (ACTION ITEM).

Participation Information:

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

Topic: BCRD Regular Meeting

Time: June 3, 2024 10:00AM Mountain Time

Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Join the meeting now](#)

Meeting ID: 229 653 232 225

Passcode: 85kw9J



## Meeting Notice of the Blaine County Recreation District Board of Directors

Date: Monday, May 6, 2024

Time: 3:00pm

Place: BCRD Conference Room

Board: Mark Mary, Mat Hall, Mary Fauth

Staff: Mark Davidson, Joan Kino, Eric Rector, Mollie Santo and Jeremy Greenberg, Mary Rose

Public:

Mark Mary called the Regular Session of the Board of Directors meeting to order at 3:04pm.

### Agenda of the Regular Session of the Board of Directors

**1. Public Comment (3-minute time limit)**

No public comment.

**2. Review of Prior Meeting Minutes**

**a. 04/03/2024 Regular Session (ACTION ITEM)**

Mary Fauth made a motion to approve the April 3, 2024 Regular Session Minutes. Mat Hall seconded. Motion passed unanimously.

**3. Department Updates**

**a. Finance:**

- o **Recommendation from Board President to approve cash disbursements for April 2024 and authorize payment of bills and payroll for May 2024 when they become due. Consideration of approval of March 2024 credit card statement of Executive Director (ACTION ITEM).**

Mark Mary made a motion to approve cash disbursement for April 2024 and authorize payment of bills and payroll for May 2024 when they become due and approve March 2024 credit card statement of Executive Director. Mat Hall seconded. Motion passed unanimously.

- o **Finance Report – Review and approve March 2024 Balance Sheet and Profit & Loss Statement (ACTION ITEM).**

The end of March marks the halfway point of our Fiscal Year. Mark Mary raised a question regarding the year-to-date net income, which stands at \$1.37 million. Kino explained that the first quarter typically sees a surge in revenue, while the final quarter tends to incur higher expenses. Mark Mary

made a motion to approve March 2024 Balance Sheet and Profit & Loss Statement. Mary Fauth seconded. Motion passed unanimously.

**b. Development and Communications**

See written report for details.

**c. Programs**

See written report for details.

**d. Trails**

See written report for details.

**e. Executive Director**

See written report for details.

**4. Old Business**

**a. Review and approve the revised Staff Spending Limit SOP. (ACTION ITEM)**

There was a discussion concerning budgeted versus unbudgeted items. Mary Fauth noted that while the Board of Directors approves the overall budget, they do not approve specific line items. There was discussion regarding how staff intend to monitor and ensure budget discipline when managing budget savings within a department and allocating those savings to another department. The Board cautioned that this may cause unintended budgetary impacts that could lead to overspending overall. Kino confirmed we do track through a variety of communications (email and in person) how we allocate budget savings within a department and whether we apply those budget savings to another department if needed. This only happens when we are confident that we are not overspending as it relates to the total BCRD approved budget. Staff committed to seek approval for any major inter-department shifts in spending that may have broader budget implications. Mary Fauth made a motion to approve the revised Staff Spending Limit SOP. Mat Hall seconded. Motion passed unanimously.

**b. Evaluate the RFP process for the Master Plan and selection of contractors. (ACTION ITEM)**

The Master Plan Selection Committee, comprising of Mark Davidson, Eric Rector, Mary Rose, Jeremy Greenberg, and Mary Fauth reviewed proposals for the Master Plan. Mark Davidson reviewed the memo detailing the selection process for choosing a contractor to complete Master Planning Services, refer to the May 6<sup>th</sup> Board Packet for the full memo. The committee conducted interviews with J.U.B Engineers and Sports Facilities Companies. After the interviews were conducted, Davidson followed up with references for both companies. Based on the interviews, internal deliberations and reference checks the Master Plan Selection Committee recommended J.U.B. Engineers be selected to implement the Sports and Recreation Infrastructure Master Plan.

Mark Mary inquired how we intend to cover the costs of the Master Plan contractor. Davidson explained we did include in this fiscal year's budget some of the anticipated costs for contract services, however, at the time of creating this year's budget we did not know how much planning efforts may cost. Davidson further explained any unbudgeted expense will depend on how much we may spend on planning services between the time of signing a contract and the end of this current fiscal year. As this fiscal year ends and we have a more specific understanding of how much costs we may incur, we would propose to the Board to make a budget adjustment to cover any unallocated expenses for Master Planning services as discussed at the beginning of the FY 2023-2024 budget process. We would be able to cover these costs out of secured funds in the BCRD general account. Eric Rector suggested that if needed we can propose adjustments to the payment schedule through contract negotiations.

Mat Hall made a motion to authorize the Executive Director to initiate contract negotiations with J.U.B Engineers for Master Planning Services. Mark Mary seconded. Motion passed unanimously.

**5. New Business**

**a. Consideration and confirmation of date and time for June Board Meeting (ACTION ITEM).**

Mat Hall made a motion to confirm date and time for June Board Meeting as Monday, June 3, 2024 at 10:00am. Mary Fauth seconded. Motion passed unanimously.

Mark Mary made a motion to adjourn the Regular Session of the Board of Directors meeting at 5:05pm. Mat Hall seconded. Motion passed unanimously.

Attest:

---

BCRD Board President

---

Mark Davidson, BCRD Executive Director

## BCRD Financial Summary

Financial Review Period: April 2024

Total BCRD Income Statement	MTD	YTD	FY 2023-2024	\$ Over Annual	% of Annual
	Actuals	Actuals	Annual Budget	Budget	Budget
<b>Revenue</b>					
Property Tax	14,942	1,170,470	1,745,098	(574,628)	67.1%
Programs Fees, Classes Lessons	10,649	137,679	395,000	(257,321)	34.9%
Passes	15,024	1,058,235	1,166,000	(107,765)	90.8%
Fundraising	15,360	311,166	1,234,750	(923,584)	25.2%
Other Revenue	25,131	200,934	164,050	36,884	122.5%
<b>Total Revenue</b>	<b>81,107</b>	<b>2,878,484</b>	<b>4,704,898</b>	<b>(1,826,414)</b>	<b>61.2%</b>
<b>Expenses</b>					
<b>COGS</b>	<b>-</b>	<b>5,336</b>	<b>30,900</b>	<b>(25,564)</b>	<b>17.3%</b>
<b>Operating Expenditures</b>					
Wages & Benefits	166,089	1,219,034	2,636,254	(1,417,220)	46.2%
Marketing	5,374	49,896	144,511	(94,615)	34.5%
Repair & Maintenance	5,779	121,941	193,105	(71,164)	63.1%
Consulting/Legal	797	52,146	142,780	(90,634)	36.5%
Rent	15,426	110,507	211,334	(100,827)	52.3%
Supplies	3,136	16,804	64,275	(47,471)	26.1%
Utilities	3,231	23,302	67,974	(44,672)	34.3%
Other Misc.	87,376	333,260	634,423	(301,163)	52.5%
<b>Total Operating Expenses</b>	<b>287,207</b>	<b>1,926,890</b>	<b>4,094,656</b>	<b>(2,167,766)</b>	<b>47.1%</b>
<b>Capital Expenditures</b>	<b>18,643</b>	<b>133,740</b>	<b>731,000</b>	<b>(597,260)</b>	<b>18.3%</b>
<b>Net Income</b>	<b>(224,743)</b>	<b>812,518</b>	<b>(151,658)</b>	<b>964,176</b>	<b>-535.8%</b>

Notes: As of May 24, 2024, \$213,500 has been received for the purchase of eCat (see Balance Sheet account 2323).

<b>Tax Related Income Statement</b>	<b>MTD</b>	<b>YTD</b>	<b>FY 2023-2024</b>	<b>\$ Over Annual</b>	<b>% of Annual</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Annual Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenue</b>					
Property Tax	14,942	1,170,470	1,745,098	(574,628)	67.1%
Programs Fees, Classes Lessons	10,649	137,679	395,000	(257,321)	34.9%
Passes	11,042	83,294	156,000	(72,706)	53.4%
Fundraising	5,610	162,974	275,000	(112,026)	59.3%
Other Revenue	14,760	94,184	77,050	17,134	122.2%
<b>Total Revenue</b>	<b>57,004</b>	<b>1,648,601</b>	<b>2,648,148</b>	<b>(999,547)</b>	<b>62.3%</b>
<b>Expenses</b>					
<b>COGS</b>	-	-	9,900	(9,900)	0.0%
<b>Operating Expenditures</b>					
Wages & Benefits	120,503	889,449	2,003,853	(1,114,404)	44.4%
Marketing	4,608	23,477	52,111	(28,634)	45.1%
Repair & Maintenance	374	66,855	85,830	(18,975)	77.9%
Consulting/Legal	797	50,683	61,280	(10,597)	82.7%
Rent	12,752	90,154	177,950	(87,796)	50.7%
Supplies	2,141	12,012	51,495	(39,483)	23.3%
Utilities	1,883	14,278	51,225	(36,947)	27.9%
Other Misc.	6,197	8,399	126,186	(117,787)	6.7%
<b>Total Expenses</b>	<b>149,254</b>	<b>1,155,308</b>	<b>2,609,930</b>	<b>(1,454,622)</b>	<b>44.3%</b>
<b>Capital Expenditures</b>	-	5,165	121,000	(115,835)	4.3%
<b>Net Income</b>	<b>(92,250)</b>	<b>488,127</b>	<b>(92,682)</b>	<b>580,809</b>	<b>-526.7%</b>

Non-Tax Related Income Statement	MTD	YTD	FY 2023-2024	\$ Over Annual	% of Annual
	Actuals	Actuals	Annual Budget	Budget	Budget
<b>Revenue</b>					
Property Tax	-	-	-	-	
Programs Fees, Classes Lessons	-	-	-	-	
Passes	3,983	974,941	1,010,000	(35,059)	96.5%
Fundraising	9,750	148,192	959,750	(811,558)	15.4%
Other Revenue	10,370	106,750	87,000	19,750	122.7%
<b>Total Revenue</b>	<b>24,103</b>	<b>1,229,883</b>	<b>2,056,750</b>	<b>(826,867)</b>	<b>59.8%</b>
<b>Expenses</b>					
<b>COGS</b>	-	5,336	21,000	(15,664)	25.4%
<b>Operating Expenditures</b>					
Wages & Benefits	45,586	329,585	632,401	(302,816)	52.1%
Marketing	766	26,419	92,400	(65,981)	28.6%
Repair & Maintenance	5,404	55,086	107,275	(52,189)	51.3%
Consulting/Legal	-	1,463	81,500	(80,037)	1.8%
Rent	2,674	20,354	33,384	(13,030)	61.0%
Supplies	995	4,792	12,780	(7,988)	37.5%
Utilities	1,348	9,024	16,749	(7,725)	53.9%
Other Misc.	81,179	324,860	508,237	(183,377)	63.9%
<b>Total Expenses</b>	<b>137,953</b>	<b>771,582</b>	<b>1,484,726</b>	<b>(713,144)</b>	<b>52.0%</b>
<b>Capital Expenditures</b>	<b>18,643</b>	<b>128,575</b>	<b>610,000</b>	<b>(481,425)</b>	<b>21.1%</b>
<b>Net Income</b>	<b>(132,493)</b>	<b>324,390</b>	<b>(58,976)</b>	<b>383,366</b>	<b>-550.0%</b>

**Blaine County Recreation District**  
**Balance Sheet**  
**As of April 30, 2024**

	Apr 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0105 · Mountain West Bank-Checking	19,375
0110 · Mountain West-Imprest	559
0115 · Petty Cash	100
0120 · Cash On Hand	200
0140 · Savings-General Fund #980	2,417,738
0145 · Savings - WRT Fund #3178	318,343
0150 · Savings-Galena #1396	2,039,713
0160 · Savings-Harriman Trail #2273	188,914
0170 · Diversified Fund	422,175
0180 · Mtn West Bank-FLEX Acct	25,720
<b>Total Checking/Savings</b>	5,432,837
<b>Accounts Receivable</b>	
0205 · Accounts Receivable	1,624
0208 · Altru Credit Card Receivable	386
<b>Total Accounts Receivable</b>	2,010
<b>Other Current Assets</b>	
1499 · Undeposited Funds	6,806
<b>Total Other Current Assets</b>	6,806
<b>Total Current Assets</b>	5,441,652
<b>Fixed Assets</b>	
1110 · Property/Equip-Rec Dist	133,444
1120 · Property/Fixtures-Rec Dist	128,620
1130 · Aquatic-Property/Equipment	759,587
1140 · Aquatic-Furn/Fixtures	83,508
1150 · Aquatic-Design	54,951
1160 · Aquatic-Engineering	15,137
1170 · Aquatic-Construction	2,789,947
1180 · Aquatic-Landscape	36,704
1190 · Aquatic-Phase I	18,073
1220 · Storage Shed	8,207
1230 · Parks	128,626
1310 · WRT-Maintenance Equipment	2,593,259
1320 · WRT-Construction	6,944,496
1330 · WRT-Engineering	208,403
1340 · WRT-Land	308,259
1360 · Quigley Land	75,000
1410 · Galena Lodge	1,916,442
1420 · Galena Equipment	298,309
1510 · Community Campus Construction	666,747
1553 · Construction in Progress	363,730
1610 · HUB-Construction	183,089
1620 · HUB-Equipment	11,251
1700 · Accumulated Depreciation	-9,118,593
<b>Total Fixed Assets</b>	8,607,197
<b>TOTAL ASSETS</b>	<b>14,048,849</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2010 · Accounts Payable	
2011 · Rent Payable	13,216
<b>Total 2010 · Accounts Payable</b>	13,216
<b>Total Accounts Payable</b>	13,216

**Blaine County Recreation District**  
**Balance Sheet**  
**As of April 30, 2024**

	<u>Apr 30, 24</u>
<b>Other Current Liabilities</b>	
2130 · PERSI Payable	9,809
2140 · PERSI Choice-Payable	1,157
2161 · AFLAC Pre-tax Payable	617
2162 · AFLAC (After-tax) Payable	346
2200 · Sales Tax Payable	942
2323 · Advanced Revenue-NVT/Harriman	219,646
2329 · Advanced Revenue-Other Programs	
2329.03 · Advanced Rev Quigley Developmnt	53,171
<b>Total 2329 · Advanced Revenue-Other Programs</b>	<b>53,171</b>
2350 · Galena Adventure Camp Scholarsh	520
<b>Total Other Current Liabilities</b>	<b>286,207</b>
<b>Total Current Liabilities</b>	<b>299,423</b>
<b>Total Liabilities</b>	<b>299,423</b>
<b>Equity</b>	
3000 · Investment in Fixed Asset	8,607,197
3010 · Fund Balance	4,329,712
Net Income	812,518
<b>Total Equity</b>	<b>13,749,426</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,048,849</b>

## Blaine County Recreation District P&L Budget Performance-All BCRD

April 2024

	Apr 24	Budget	Oct '23 - Apr 24	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Property Tax</b>					
4000 · Property Tax & Revenue Sharing	14,942.47		1,170,469.76	1,745,098.00	1,745,098.00
<b>Total Property Tax</b>	14,942.47		1,170,469.76	1,745,098.00	1,745,098.00
<b>Program Fees, Lessons</b>					
4100 · Program Fees					
4100.08 · Volleyball	0.00		3,065.88		
4100.01 · Baseball	-86.15		18,982.21	17,000.00	17,000.00
4100.02 · Track & Field	1,209.00		7,951.50	8,500.00	8,500.00
4100.04 · Soccer	0.00		-75.48	27,000.00	27,000.00
4100.05 · Basketball	0.00		15,035.28	15,000.00	15,000.00
4100.06 · Pickleball	580.56		8,098.39		
4100.07 · Futsal	0.00		154.79		
4100 · Program Fees - Other	161.31		3,223.96	157,000.00	157,000.00
<b>Total 4100 · Program Fees</b>	1,864.72		56,436.53	224,500.00	224,500.00
4101 · Program Fees (non-taxable)	8,328.54		77,158.47	121,500.00	121,500.00
4350 · Lessons	0.00		0.00	34,000.00	34,000.00
4360 · Class Fees	456.00		4,084.00	15,000.00	15,000.00
<b>Total Program Fees, Lessons</b>	10,649.26		137,679.00	395,000.00	395,000.00
<b>Passes</b>					
4305 · Combo Annual Pass	0.00		129,151.00	140,000.00	140,000.00
4310 · Annual Passes					
4310.01 · Adult Season Pass (083)	0.00		619,646.29		
4310.02 · Dog Season Pass (083)	0.00		47,528.42		
4310.03 · Snowshoe Season Pass (083)	0.00		10,064.40		
4310 · Annual Passes - Other	2,808.00		18,917.59	784,000.00	784,000.00
<b>Total 4310 · Annual Passes</b>	2,808.00		696,156.70	784,000.00	784,000.00
4320 · Day Passes					
4320.01 · Adult Day Pass (083)	2,089.45		115,217.20		
4320.02 · Dog Day Pass (083)	32.75		2,555.96		
4320.03 · Quigley Day Pass (086)	0.00		1,638.93		
4320.04 · Snowshoe Day Pass (083)	1,762.73		13,043.40		
4320 · Day Passes - Other	399.05		5,068.93	167,000.00	167,000.00
<b>Total 4320 · Day Passes</b>	4,283.98		137,524.42	167,000.00	167,000.00
4330 · Weekly Passes	97.95		36,095.27	40,000.00	40,000.00
4335 · Month Pass	7,834.54		59,307.93	35,000.00	35,000.00
<b>Total Passes</b>	15,024.47		1,058,235.32	1,166,000.00	1,166,000.00
<b>Fundraising</b>					
4700 · Fundrasing - Nordic Pins	0.00		37,100.00	40,000.00	40,000.00
4710 · Fundraising-Donations					
4710.01 · Galena Donation	500.00		75,470.00		
4710.02 · NVT Donation	0.00		11,675.00		
4710.03 · Harriman Trail Donation	0.00		1,250.00		
4710.04 · WRT Donation	2,500.00		5,150.00		
4710.05 · Quigley Trails Park Donation	0.00		2,800.00		
4710 · Fundraising-Donations - Other	3,110.00		157,823.64	561,000.00	561,000.00
<b>Total 4710 · Fundraising-Donations</b>	6,110.00		254,168.64	561,000.00	561,000.00
4711 · Fundraising-Earmarked Donations	9,249.84		16,289.84	600,000.00	600,000.00
4720 · Fundraising-Sponsorships	0.00		0.00	20,000.00	20,000.00
4730 · Fundraising-Special Events	0.00		0.00	0.00	0.00
4740 · Fundraising-Grants	0.00		3,607.26	13,750.00	13,750.00
<b>Total Fundraising</b>	15,359.84		311,165.74	1,234,750.00	1,234,750.00
<b>Other Revenue</b>					
4200 · Facility Rental	360.00		5,051.51	4,300.00	4,300.00
4201 · Facility Rental (non-taxable)	0.00		30,000.00	15,000.00	15,000.00
4210 · Equipment Rental	0.00		0.00	750.00	750.00
4220 · Special Events	0.00		100.00	20,000.00	20,000.00
4400 · Merchandise Sales	0.00		2,899.06	0.00	0.00
4410 · Food Sales	0.00		3.76	20,000.00	20,000.00
4415 · Rounding Adjustment Account	0.05		0.39		
4500 · Miscellaneous	62.67		10,914.18	6,000.00	6,000.00
4900 · Interest Income	24,707.98		151,964.84	98,000.00	98,000.00

## Blaine County Recreation District P&L Budget Performance-All BCRD

April 2024

	Apr 24	Budget	Oct '23 - Apr 24	YTD Budget	Annual Budget
<b>Total Other Revenue</b>	25,130.70		200,933.74	164,050.00	164,050.00
<b>Total Income</b>	81,106.74		2,878,483.56	4,704,898.00	4,704,898.00
<b>Cost of Goods Sold</b>					
5010 · COS-Merchandise	0.00		5,336.08	16,900.00	16,900.00
5020 · COS-Food	0.00		0.00	14,000.00	14,000.00
<b>Total COGS</b>	0.00		5,336.08	30,900.00	30,900.00
<b>Gross Profit</b>	81,106.74		2,873,147.48	4,673,998.00	4,673,998.00
<b>Expense</b>					
<b>Payroll &amp; Payroll Related</b>					
<b>Salaries</b>					
6010 · Salaries	54,333.80	0.00	417,899.34	721,585.00	721,585.00
6011 · Salary Sick Leave	2,546.03		13,628.15		
6012 · Salary Vacation Leave	5,336.94		20,490.34		
<b>Total Salaries</b>	62,216.77	0.00	452,017.83	721,585.00	721,585.00
<b>Hourly</b>					
6020 · Hourly Wages	44,101.50	0.00	328,539.36	808,951.00	808,951.00
6021 · Hourly Sick Leave	1,155.85		8,319.44	0.00	0.00
6022 · Hourly Vacation Leave	1,976.10		10,160.39		
6030 · Overtime	0.00		986.58	9,400.00	9,400.00
<b>Total Hourly</b>	47,233.45	0.00	348,005.77	818,351.00	818,351.00
<b>Seasonal</b>					
6040 · Seasonal Payroll	20,388.35	0.00	146,139.35	505,431.00	505,431.00
6045 · Seasonal Overtime	175.11		398.47		
<b>Total Seasonal</b>	20,563.46	0.00	146,537.82	505,431.00	505,431.00
<b>Payroll Expenses</b>					
6080 · Worker's Compensation	0.00	0.00	17,030.00	27,498.00	27,498.00
6110 · FICA	9,488.41	0.00	69,224.58	156,468.00	156,468.00
6120 · SUTA	348.52	0.00	1,920.86	15,339.00	15,339.00
6130 · PERSI	12,236.54	0.00	89,783.75	178,000.00	178,000.00
6140 · Health Insurance	11,907.67	0.00	78,681.61	195,073.00	195,073.00
6141 · HSA Company Contribution	1,602.00		10,969.94		
6145 · Employee Benefits	304.00	0.00	2,112.00	3,744.00	3,744.00
<b>Total Payroll Expenses</b>	35,887.14	0.00	269,722.74	576,122.00	576,122.00
6050 · Bonuses	0.00		0.00		
6070 · Employee Relations	187.85	0.00	2,749.43	14,765.00	14,765.00
<b>Total Payroll &amp; Payroll Related</b>	166,088.67	0.00	1,219,033.59	2,636,254.00	2,636,254.00
<b>Marketing</b>					
7015 · Advertising-Design	1,875.00	0.00	6,798.75	17,500.00	17,500.00
7020 · Advertising-Production	384.26		8,614.64	18,050.00	18,050.00
7025 · Advertising-Distribution	0.00		0.00	2,405.00	2,405.00
7030 · Advertising-Placement	2,436.08	0.00	11,758.92	25,580.00	25,580.00
7035 · Advertising-Other	0.00		0.00	0.00	0.00
7040 · Advertising Web Developmen	0.00		0.00	0.00	0.00
7222 · Fundraising Expense	0.00		10,619.67	42,500.00	42,500.00
7500 · Marketing	0.00		1,716.69	2,000.00	2,000.00
7520 · Postage	678.71		4,314.60	16,006.00	16,006.00
7535 · Promotion	0.00		6,072.58	20,470.00	20,470.00
<b>Total Marketing</b>	5,374.05	0.00	49,895.85	144,511.00	144,511.00
<b>Repair &amp; Maintenance</b>					
7410 · Repair/Maintenance - other	0.00		0.00	440.00	440.00
7420 · Automobiles R/M					
7421.09 · F350 - 1997	0.00		175.20		
7421.15 · Dodge Ram - 2008-RETIRED	0.00		23.00		
7421.16 · Ford F250 - 2008	0.00		12.59		
7421.17 · Ford F150 - 2016	0.00		1,519.43		
7421.18 · Dodge Ram 2500 - 2016	0.00		446.58		
7421.19 · Dodge Journey - 2018	0.00		1,039.10		
7421.20 · Ford F250 - 2019	196.56		883.29		
7421.21 · RAM 3500 - 2022	0.00		179.40		
7421.22 · Ford F350 Van - 2012	0.00		3,448.39	0.00	0.00
7421.23 · Ford F250 Super Duty XLT- 2023	5.33		1,660.89		
7420 · Automobiles R/M - Other	0.00	0.00	0.00	10,080.00	10,080.00

## Blaine County Recreation District P&L Budget Performance-All BCRD

April 2024

	Apr 24	Budget	Oct '23 - Apr 24	YTD Budget	Annual Budget
<b>Total 7420 · Automobiles R/M</b>	201.89	0.00	9,387.87	10,080.00	10,080.00
7430 · Buildings Repair/Maint	2,674.17		12,998.90	15,875.00	15,875.00
7440 · Equipment R/M					
7441.16 · 2019 Polaris Sportsman 850SP	0.00		132.07		
7441.17 · 2021 Polaris Sportsman 850	0.00		167.50		
7440 · Equipment R/M - Other	313.89	0.00	6,719.06	17,410.00	17,410.00
<b>Total 7440 · Equipment R/M</b>	313.89	0.00	7,018.63	17,410.00	17,410.00
7450 · Grooming Equipment R/M					
7451.10 · 2012 PB100 WRT-Lake Creek-(083)	0.00		11,046.41		
7451.11 · 2017 PB100-NVT (083)	153.57		3,129.09		
7451.12 · 2017 PB100-NVT-(083)	1,737.42		11,369.15		
7451.13 · 2020 PB100-(083)-Quigley	568.03		5,439.88		
7451.14 · 2022 PB100 - Baker Crk.	129.59		4,806.65		
7450 · Grooming Equipment R/M - Other	0.00		506.89	43,000.00	43,000.00
<b>Total 7450 · Grooming Equipment R/M</b>	2,588.61		36,298.07	43,000.00	43,000.00
7460 · Path Field Grounds Repair/Maint	0.00		56,224.44	96,500.00	96,500.00
7470 · Snowmobiles Repair/Maint	0.00		12.99	2,800.00	2,800.00
7480 · WRT Reconstruction	0.00		0.00	7,000.00	7,000.00
<b>Total Repair &amp; Maintenance</b>	5,778.56	0.00	121,940.90	193,105.00	193,105.00
<b>Consulting / Legal</b>					
7400 · Legal Fees	0.00		3,990.00	4,900.00	4,900.00
7530 · Professional & Consulting Fees	797.00		48,156.15	137,880.00	137,880.00
<b>Total Consulting / Legal</b>	797.00		52,146.15	142,780.00	142,780.00
<b>Rent</b>					
7620 · Property Rent	15,426.04	0.00	110,507.28	211,334.00	211,334.00
<b>Total Rent</b>	15,426.04	0.00	110,507.28	211,334.00	211,334.00
<b>Supplies</b>					
7097 · Computer Supplies	0.00	0.00	199.99	4,020.00	4,020.00
7510 · Office Supplies	239.47	0.00	1,441.16	8,810.00	8,810.00
7511 · Operating Supplies	69.55		69.55	5,620.00	5,620.00
7845 · Supplies - other	2,826.48		15,093.43	45,825.00	45,825.00
<b>Total Supplies</b>	3,135.50	0.00	16,804.13	64,275.00	64,275.00
<b>Utilities</b>					
7810 · Sanitation	1,391.43		9,539.51	17,515.00	17,515.00
7910 · Electric	1,108.96		6,348.73	16,760.00	16,760.00
7915 · Natural Gas	15.45		270.47	8,110.00	8,110.00
7920 · Water	45.77		3,442.08	22,157.00	22,157.00
7925 · Cable TV	94.30		660.10	1,200.00	1,200.00
7930 · Internet Connection	574.70	0.00	3,041.18	2,232.00	2,232.00
<b>Total Utilities</b>	3,230.61	0.00	23,302.07	67,974.00	67,974.00
<b>Other Miscellaneous</b>					
7005 · Accounting & Auditing Fees	0.00		19,250.00	19,000.00	19,000.00
7050 · Allocated Expenses	0.00	0.00	0.00	-1.00	-1.00
7055 · Amenities	605.55		605.55	5,135.00	5,135.00
7060 · Automobile	0.00		0.00	5,200.00	5,200.00
7085 · Cellular & Satellite Phones	711.30	0.00	4,321.41	8,914.00	8,914.00
7090 · Chemicals	0.00		629.92	25,000.00	25,000.00
7095 · Computer Services	759.64	0.00	62,453.72	77,976.00	77,976.00
7096 · Computer Software	1,712.29	0.00	33,938.93	27,453.00	27,453.00
7099 · Computer Hardware	573.98	0.00	4,587.79	4,200.00	4,200.00
7105 · Credit Card Fees	3,111.29		42,973.75	60,817.00	60,817.00
7200 · Dues	756.63	0.00	1,056.63	2,085.00	2,085.00
7205 · Entertainment & Meals	5,315.54		6,287.60	8,500.00	8,500.00
7209 · Equipment Purchase	3,413.75		14,646.52	44,800.00	44,800.00
7223 · Furniture & Fixtures	0.00		0.00	8,600.00	8,600.00
7225 · Gasoline, Diesel & Motor Oil	16,102.16	0.00	45,058.47	113,310.00	113,310.00
7230 · Insurance	19,912.50	0.00	39,825.00	40,850.00	40,850.00
7250 · Janitorial Services	0.00		0.00	15,550.00	15,550.00
7310 · Automobile Lease	0.00		0.00	0.00	0.00
7330 · Equipment Lease	60.00		420.00	768.00	768.00
7390 · Other	0.00		0.00	300.00	300.00
7405 · Licenses & Permits	26,704.76		29,939.75	45,650.00	45,650.00
7505 · Miscellaneous Exp	33.67		34.32	720.00	720.00
7525 · Printing	0.00		0.00	200.00	200.00
7610 · Equipment Rent	260.00		2,955.00	15,000.00	15,000.00

## Blaine County Recreation District P&L Budget Performance-All BCRD

April 2024

	Apr 24	Budget	Oct '23 - Apr 24	YTD Budget	Annual Budget
7630 · Other Rent	115.50	0.00	808.50	1,400.00	1,400.00
7815 · Security	0.00		239.70	560.00	560.00
7823 · Signs	0.00		4,324.99	8,175.00	8,175.00
7825 · Small Tools and Parts	94.96		1,044.74	1,950.00	1,950.00
7840 · Subscriptions	10.99		505.76	3,430.00	3,430.00
7850 · Telephone	149.38		368.74	1,950.00	1,950.00
7855 · Training	1,900.00	0.00	2,755.30	27,686.00	27,686.00
7860 · Travel	1,082.95	0.00	4,009.32	23,475.00	23,475.00
7865 · Uniforms	3,466.49	0.00	7,652.38	30,850.00	30,850.00
7980 · Web Hosting	522.97		2,565.94	4,920.00	4,920.00
<b>Total Other Miscellaneous</b>	<b>87,376.30</b>	<b>0.00</b>	<b>333,259.73</b>	<b>634,423.00</b>	<b>634,423.00</b>
<b>Total Expense</b>	<b>287,206.73</b>	<b>0.00</b>	<b>1,926,889.70</b>	<b>4,094,656.00</b>	<b>4,094,656.00</b>
<b>Net Ordinary Income</b>	<b>-206,099.99</b>	<b>0.00</b>	<b>946,257.78</b>	<b>579,342.00</b>	<b>579,342.00</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
9010 · Capital Expenditures	18,643.12		133,740.24	731,000.00	731,000.00
<b>Total Other Expense</b>	<b>18,643.12</b>		<b>133,740.24</b>	<b>731,000.00</b>	<b>731,000.00</b>
<b>Net Other Income</b>	<b>-18,643.12</b>	<b>0.00</b>	<b>-133,740.24</b>	<b>-731,000.00</b>	<b>-731,000.00</b>
<b>Net Income</b>	<b>-224,743.11</b>	<b>0.00</b>	<b>812,517.54</b>	<b>-151,658.00</b>	<b>-151,658.00</b>

## **Development and Communications**

Miles of Smiles bikes have been distributed. I saw a mom out on the bike path in Ketchum with her two kids on their new bikes over the weekend. We had \$5000 that we used as a matching gift to raise additional funds through Idaho Gives. Other gifts have come in, too.

Bike to School Day was Wednesday, May 15. There were 28 participating groups along the Wood River Trail with food, giveaways, tire checks, and more. BCRD had a presence at the public elementary schools and hosting StoryWalk with the Hailey Public Library in Hailey and The Community Library in Ketchum. HPD had a presence in the city and provided traffic control, which was amazing. Some booth highlights included a full breakfast by Sun Valley, The Elephant's Perch, and Higher Ground, excellent swag from the Limelight and Wild Rye, and a boom box giveaway from Cox. The weather was exceptional and it was one of the busiest Bike to School Days in memory. We learned a lot and have even bigger plans for next year.

Nordic planning for the 24/25 season starts next week.

## **Programs**

### Youth Sports

Spring ball and track and field are wrapping up the last week in May, culminating with the track meet on June 1<sup>st</sup>. The Recreation Manager is working on sport camps for elementary-aged kids for late summer.

### Summer Camp

Summer Camp starts June 17<sup>th</sup> and will run for 10 weeks (two 5 Week Sessions).

### Adult Recreation

Our adult beginner and intermediate mountain bike clinics at Quigley are in full swing with one session left June 8<sup>th</sup> and 9<sup>th</sup>.

We will be launching our adult Outdoor Volleyball the first week of June, with a start after the 4<sup>th</sup> of July.

### Aquatics

The Aquatic center enjoyed beautiful weather for opening weekend, and everything went off without a hitch. We are thrilled at how our new software is working for program registration and check-ins.

Adult and youth programming will begin June 10<sup>th</sup>.

### FitWorks

We are shifting to our summer schedule starting June 3<sup>rd</sup>.

### Gymnasium

Indoor programming will wrap up Tuesday June 4<sup>th</sup> due to the senior bash and annual resurfacing. The facility will be closed June 3-5 and 10<sup>th</sup> -30<sup>th</sup>. We will resume indoor activities on July 1<sup>st</sup>.

## **Trails**

### Wood River Trail

Irrigation season has started. blowing the trail, trash ,etc. mowing to start soon.

### Quigley

Spring is in full swing. Irrigation as well. Hoping to finish the parking lot landscaping. Busy at times.

### Galena/North Valley Trails

Started a staining project which is coming along well. Starting to cut out trees on GST still snow patches. Everything is waking up slow. Harriman cut out started. The Lodge is scheduled to open June 7<sup>th</sup>.

### Shop

Busy working on snow cats.

### Pool

Operations are up a running. Looks great over there.

## **Executive Director**

BCRD staff are engaged in various ways to bring a plethora of recreation activities to our community. Spring sports are coming to an end with a flurry of activity and work to finish up baseball and softball while preparing for the upcoming Track and Field meet. As we lean into summer, we have opened the Aquatics Center, getting ready for summer camp, and ensuring BCRD trails are fully open across the system. Everyone is busy and doing a great job in supporting recreational pursuits of all kinds.

We have initiated the budget process for the 2024-2025 fiscal year. This year we will be making some updates to the budgeting tools we currently use toward what we anticipate being a simpler system for using past financial data, tracking annual progress, and projecting our financial status as we move through the fiscal year. We will continue to follow these basic guidelines as we set the next budget:

- Staff our organization to reflect our current context and "right size" staffing levels to support our work given the following: available infrastructure, existing programs, and necessary administrative support.
- Manage capital expenditures to reflect priorities that can be implemented within the fiscal year.
- Prioritize planning efforts that will move us closer to implementing infrastructure projects and/or programming at Quigley (snowmaking and/or building), Galena, recreation infrastructure feasibility study (fields, rec. center, etc.), shop and storage yard, sign overhaul, and communications.

I will be working closely with budget managers to complete the first draft of the budget by the end of June. After the first draft is complete, I will work with each of the Board members to review the budget in preparation of a first look at the budget at the July Board meeting. We will finalize our budget by July 20<sup>th</sup> and the Board will hold the August budget hearing.



# J-U-B ENGINEERS, Inc. AGREEMENT FOR PROFESSIONAL SERVICES

J-U-B Project No.: 10-24-038  
J-U-B Project Manager: Shawn Wilson

This Agreement entered into and effective this 3rd day of June 2024, between Blaine County Recreation District, hereinafter referred to as the "CLIENT" and J-U-B ENGINEERS, Inc., an Idaho corporation, hereinafter referred to as "J-U-B".

### WITNESSETH:

WHEREAS the CLIENT intends to: secure J-U-B Engineering services for parks and recreation master planning hereinafter referred to as the "Project". The Services to be performed by J-U-B are hereinafter referred to as the "Services."

NOW, THEREFORE, the CLIENT and J-U-B, in consideration of their mutual covenants herein, agree as set forth below:

### CLIENT INFORMATION AND RESPONSIBILITIES

The CLIENT will provide to J-U-B all criteria and full information as to CLIENT's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards, rules and laws which CLIENT or others will require to be included in the drawings and specifications, and upon which J-U-B can rely for completeness and accuracy.

The CLIENT will furnish to J-U-B all data, documents, and other items in CLIENT's possession, or reasonably obtainable by CLIENT, including, without limitation: 1) borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; 2) appropriate professional interpretations of all of the foregoing; 3) environmental assessment and impact statements; 4) surveys of record, property descriptions, zoning, deeds and other land use restrictions, rules and laws; and 5) other special data or consultations, all of which J-U-B may use and rely upon in performing Services under this Agreement.

The CLIENT will obtain, arrange and pay for all advertisements for bids, permits and licenses, and similar fees and charges required by authorities, and provide all land, easements, rights-of-ways and access necessary for J-U-B's Services and the Project.

In addition, the CLIENT will furnish to J-U-B those items described in Attachment 1.

### PROJECT REPRESENTATIVES

The CLIENT and J-U-B hereby designate their authorized representatives to act on their behalf with respect to the Services and responsibilities under this Agreement. The following designated representatives are authorized to receive notices, transmit information, and make decisions regarding the Project and Services on behalf of their respective parties, except as expressly limited herein. These representatives are not authorized to alter or modify the TERMS AND CONDITIONS of this Agreement.

#### For the CLIENT:

1.	Name	<u>Mark Davidson</u>	Work telephone	<u>(208) 578-2273</u>
	Address	<u>Blaine County Recreation District</u>	Home/cell phone	<u>(208) 720-24-75</u>
		<u>1050 Fox Acres Road</u>	FAX telephone	<u></u>
		<u>Hailey, Idaho 83333</u>	E-mail address	<u>mdavidson@bcrd.org</u>

#### For J-U-B:

1.	Name	<u>Shawn Wilson</u>	Work telephone	<u>(208) 555-1065</u>
	Address	<u>J-U-B Engineering</u>	Cell phone	<u>(801) 664-0678</u>
		<u>2760 W Excursion Lane, Suite 400</u>	FAX telephone	<u></u>
		<u>Meridian, Idaho 83642</u>	E-mail address	<u>swilson@jub.com</u>

In the event any changes are made to the authorized representatives or other information listed above, the CLIENT and J-U-B agree to furnish each other timely, written notice of such changes.

**SERVICES TO BE PERFORMED BY J-U-B ("Services")**

J-U-B will perform the Services described in **Attachment 1** in a manner consistent with the applicable standard of care. J-U-B's services shall be limited to those expressly set forth therein, and J-U-B shall have no other obligations, duties, or responsibilities for the Project except as provided in this Agreement.

**SCHEDULE OF SERVICES TO BE PERFORMED**

J-U-B will perform said Services in accordance with the schedule described in **Attachment 1** in a manner consistent with the applicable standard of care. This schedule shall be equitably adjusted as the Project progresses, allowing for changes in scope, character or size of the Project requested by the CLIENT or for delays or other causes beyond J-U-B's control.

**BASIS OF FEE**

The CLIENT will pay J-U-B for their Services and reimbursable expenses as described in **Attachment 1**. A ten percent administrative fee will be applied to sub-consultant invoices.

Other work that J-U-B performs in relation to the Project at the written request or acquiescence of the CLIENT, which are not defined as Services, shall be considered "Additional Services" and subject to the express terms and conditions of this Agreement. Unless otherwise agreed, the CLIENT will pay J-U-B for Additional Services on a time and materials basis. Resetting of survey and/or construction stakes shall constitute Additional Services.

File Folder Title: 10-24-038\_MasterPlanningServices

Remarks: \_\_\_\_\_

**The Notice to Proceed, by the CLIENT, verbal or written, or execution of the Agreement shall constitute acceptance of the terms of this Agreement. THE TERMS AND CONDITIONS ON PAGES 3 AND 4, INCLUDING RISK ALLOCATION, ARE PART OF THIS AGREEMENT. THE CLIENT AGREES TO SAID TERMS AND CONDITIONS FOR ALL SERVICES AND ADDITIONAL SERVICES. Special Provisions that modify these TERMS AND CONDITIONS, if any, are included in Attachment 2. All other modifications to these terms and conditions must be in writing and signed by both parties.**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written. These parties represent and acknowledge that they have authority to execute this Agreement.

**CLIENT:**  
Blaine County Recreation District

**J-U-B ENGINEERS, Inc.:**  
Tim Blair, Are Manager

NAME  
Mark Davidson

STREET  
2760 W Excursion Lane, Suite 400

STREET  
1050 Fox Acres Road

CITY / STATE / ZIP CODE

CITY / STATE / ZIP CODE  
Hailey, Idaho 83333

Meridian, Idaho 83642

BY (Signature) 

BY (Signature) 

BY (Signature) *Executive Director*

NAME / TITLE

NAME / TITLE

*Applicable Attachments or Exhibits to this Agreement are indicated as marked.*

BY (Signature)

**Attachment 1** – Scope of Services, Schedule, and Basis of Fee

ADDITIONAL NAME / TITLE

**Attachment 2** – Special Provisions

**Standard Exhibit A** – Construction Phase Services

REV: 5/20

**DISTRIBUTION:** Accounting; Project File; CLIENT

# J-U-B ENGINEERS, Inc.

## TERMS AND CONDITIONS

### GENERAL

All J-U-B Services shall be covered by this Agreement. The Services will be performed in accordance with the care and skill ordinarily used by members of the subject profession practicing under like circumstances at the same time and in the same locality. At all times during the performance of Services J-U-B shall comply with applicable laws, rules, regulations and ordinances. **J-U-B MAKES NO WARRANTY EITHER EXPRESS OR IMPLIED ON BEHALF OF IT OR OTHERS.** Nothing herein shall create a fiduciary duty between the parties.

The CLIENT acknowledges and agrees that requirements governing the Project may be ambiguous and otherwise subject to various and possibly contradictory interpretations and J-U-B is, therefore, only responsible to use its reasonable professional efforts and judgment to interpret such requirements. Accordingly, CLIENT should prepare and plan for clarifications or modifications which may impact both the cost and schedule of the Project.

J-U-B shall not be responsible for acts or omissions of any other party involved in the Project, including but not limited to the following: the failure of CLIENT or a third party to follow J-U-B's recommendations; the means, methods, techniques, sequences or procedures of construction; safety programs and precautions selected by third parties; compliance by CLIENT or third parties with laws, rules, regulations, ordinances, codes, orders or authority; and delays caused by CLIENT or third parties;. CLIENT, therefore, releases and shall indemnify, defend and hold J-U-B harmless from the acts, errors, or omissions of CLIENT or third parties involved in the Project. Further, J-U-B agrees to indemnify, and hold CLIENT harmless from the negligent acts, errors or omissions of J-U-B, its officers, employees, contractors, agents and representatives.

J-U-B shall not be required to execute any documents, no matter by whom requested, that would result in J-U-B's having to certify, guarantee or warrant the existence of conditions. CLIENT acknowledges that subsurface conditions can vary widely between adjacent samples and test points, and therefore J-U-B makes no warranty or other representation regarding soil investigations and characterization of subsurface conditions for the Project.

Any sales tax or other tax on the Services rendered under this Agreement, additional costs due to changes in regulation, and fees for credit card payment transactions shall be paid by the CLIENT.

CLIENT grants J-U-B and its subsidiaries the right to take, use, and publish images, or edited images, of the project site and workers for J-U-B's purposes including, but not limited to website, internet, and marketing, in each case subject to the Confidentiality Provisions, below. This right shall survive the termination of this Agreement.

### REUSE OF DOCUMENTS

Documents that may be relied upon by CLIENT as instruments of service under this Agreement are limited to the printed copies (also known as hard copies) that are signed or sealed by J-U-B (including non-vector PDF facsimiles thereof). All printed materials or other communication or information ("Documents") that may be prepared or furnished by J-U-B pursuant to this Agreement are instruments of service with respect to the Project. J-U-B grants CLIENT a limited license to use the Documents on the Project subject to receipt by J-U-B of full payment for all Services related to preparation of the Documents.

Although CLIENT may make and retain copies of Documents for reference, J-U-B shall retain all common law, statutory and other reserved rights, including the copyright thereto, and the same shall not be reused on this Project or any other Project without J-U-B's prior written consent. Submission or distribution of Documents to meet regulatory or permitting requirements, or for similar purposes, in connection with the Project, including but not limited to distribution to contractors or subcontractors for the performance of their work, is not to be construed as publication adversely affecting the reserved rights of J-U-B.

Any reuse without written consent by J-U-B, or without verification or adoption by J-U-B for the specific purpose intended by the reuse, will be at CLIENT's sole risk and without liability or legal exposure to J-U-B. The CLIENT shall release, defend, indemnify, and hold J-U-B harmless from any claims, damages, actions or causes of action, losses, and expenses, including reasonable attorneys' and expert fees, arising out of or resulting from such reuse.

### CONSTRUCTION PHASE SERVICES

It is understood and agreed that J-U-B does not have control over, and neither the professional activities of J-U-B nor the presence of J-U-B at the Project Site shall give, J-U-B control over contractor(s) work nor

shall J-U-B have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by contractor(s), for safety precautions and programs incident to the work of the contractor(s) or for any failure of contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to contractor(s) furnishing and performing their work or providing any health and safety precautions required by any regulatory agencies. Accordingly, J-U-B does not guarantee or warrant the performance of the construction contracts by contractor(s), nor assume responsibility of contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents. Contract Documents consist of the agreement between the Contractor and CLIENT for construction of the Project, including all relevant attachments.

The CLIENT agrees that the general contractor shall be solely responsible for jobsite safety, and CLIENT agrees to use commercially reasonable efforts to cause such intent to be set forth in the CLIENT's contract with the general contractor, subject to general contractor's agreement to do so. The CLIENT also agrees to use commercially reasonable efforts to cause its contract with the general contractor to provide that the CLIENT, J-U-B, and J-U-B's subconsultants shall be indemnified by the general contractor in the event of general contractor's failure to assure jobsite safety and shall be made additional insureds under the general contractor's policies of general liability insurance, in each case subject to general contractor's agreement to do so..

If **Standard Exhibit A – Construction Phase Services** is attached, the additional terms contained therein apply to this Agreement.

### OPINIONS OF COST AND PROJECT FINANCIAL INFORMATION

CLIENT understands that J-U-B has no control over the cost of labor, materials, equipment or services furnished by others, the contractor(s)' methods of determining prices, nor bidding or market conditions. J-U-B's opinions of probable Project costs and construction, if any, are to be made on the basis of J-U-B's experience, and represent J-U-B's best judgment as a professional engineer, familiar with the construction industry.

CLIENT understands and acknowledges that J-U-B cannot and does not guarantee that proposals, bids or actual Project or construction costs will not vary from opinions of probable cost prepared by J-U-B. J-U-B's Services to modify the Project to bring the construction costs within any limitation established by the CLIENT will be considered Additional Services and paid for as such by the CLIENT in accordance with the terms herein.

CLIENT agrees that J-U-B is not acting as a financial advisor to the CLIENT and does not owe CLIENT or any third party a fiduciary duty pursuant to Section 15B of the Exchange Act with respect to J-U-B's professional Services. J-U-B will not give advice or make specific recommendations regarding municipal securities or investments and is therefore exempt from registration with the SEC under the municipal advisors rule. CLIENT agrees to retain a registered financial municipal advisor as appropriate for Project financing and implementation.

### TIMES OF PAYMENTS

J-U-B shall submit monthly statements for Services rendered and for expenses incurred, which statements are due on presentation. CLIENT shall make prompt monthly payments. If CLIENT fails to make any payment in full within thirty (30) days after receipt of J-U-B's statement, the amounts due J-U-B will accrue interest at the rate of 1% per month from said thirtieth day or at the maximum interest rate allowed by law, whichever is less.

If the CLIENT fails to make payments when due or otherwise is in breach of this Agreement, J-U-B may suspend performance of Services upon five (5) days' notice to the CLIENT. J-U-B shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of the Agreement by the CLIENT. Upon cure of breach or payment in full by the CLIENT within thirty (30) days of the date breach occurred or payment is due, J-U-B shall resume Services under the Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension, plus any other reasonable time and expense necessary for J-U-B to resume performance. If the CLIENT fails to make payment as provided herein and cure any other breach of this Agreement within thirty (30) days after suspension of Services, such failure shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by J-U-B.

CLIENT shall promptly review J-U-B's invoices and shall notify J-U-B in writing of any dispute with said invoice, or portion thereof, within thirty (30) days of receipt. Failure to provide notice to J-U-B of any dispute as

required herein shall constitute a waiver of any such dispute. CLIENT shall pay all undisputed portions of such invoice as required by this Agreement. Client shall not withhold any payment or portion thereof as an offset to any current or prospective claim.

#### **TERMINATION**

The obligation to provide further Services under this Agreement may be terminated by (i) either party immediately by written notice to the other party upon a material breach of this Agreement by such other party, or (ii) by CLIENT upon thirty (30) days' written notice to J-U-B. Notwithstanding the foregoing, J-U-B's ability to terminate for non-payment by CLIENT shall be governed by the terms set forth in the second paragraph under "Times of Payments".

#### **RISK ALLOCATION**

In recognition and equitable allocation of relative risks and benefits of the Project, CLIENT limits the total aggregate liability of J-U-B and its employees and consultants, whether in tort or in contract, for any cause of action, as follows: 1) for insured liabilities, to the amount of insurance then available to fund any settlement, award, or verdict, or 2) if no such insurance coverage is held or available with respect to the cause of action, twenty five thousand dollars (\$25,000.00) or one hundred percent (100%) of the fee paid to J-U-B under this Agreement, whichever is less. J-U-B carries professional liability insurance and will provide a certificate of insurance at the request of the CLIENT. For purposes of this section, attorney fees, expert fees and other costs incurred by J-U-B, its employees, consultants, insurance carriers in the defense of such claim shall be included in calculating the total aggregate liability.

The CLIENT agrees that J-U-B is not responsible for damages arising directly or indirectly from any delays for causes beyond J-U-B's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; emergencies or acts of God; failure of any government agency or other third party to act in a timely manner; failure of performance by the CLIENT or the CLIENT's contractors or consultants; or discovery of any hazardous substance or differing site conditions. In addition, if the delays resulting from any such causes increase the cost or time required by J-U-B to perform its Services in an orderly and efficient manner, J-U-B shall be entitled to an equitable adjustment in schedule and compensation.

Notwithstanding any other provision contained within this Agreement, nothing shall be construed so as to void, vitiate, or adversely affect any insurance coverage held by either party to this Agreement. The CLIENT further agrees that, to the fullest extent permitted by law, no shareholder, officer, director, or employee of J-U-B shall have personal liability under this Agreement, or for any matter in connection with the professional services provided in connection with the Project, except to the extent of such person's negligence or willful misconduct.

Neither CLIENT nor J-U-B shall be responsible for incidental, indirect, or consequential damages.

#### **HAZARDOUS WASTE, ASBESTOS, AND TOXIC MATERIALS**

The CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless J-U-B, its officers, employees, successors, partners, heirs and assigns (collectively, J-U-B) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project location, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of J-U-B, or any of its officers, employees, contractors, agents or representatives.

#### **RIGHT OF ENTRY**

The CLIENT shall provide J-U-B adequate and timely access to all property reasonably necessary to the performance of J-U-B and its subconsultant's services. J-U-B shall be solely responsible for any damage caused to any property as a result of J-U-B or its subconsultant's performance of services, negligence or willful misconduct and shall repair any property so damaged to its prior condition at J-U-B's sole cost and expense.

#### **MEDIATION BEFORE LITIGATION**

Any and all disputes arising out of or related to the Agreement, shall be submitted to nonbinding mediation before a mutually-acceptable mediator as a condition precedent to litigation or other binding adjudicative

procedure unless the parties mutually agree otherwise. The CLIENT further agrees to use commercially reasonable efforts to include a similar mediation provision in all agreements with independent contractors, consultants, subcontractors, subconsultants, suppliers and fabricators on the Project, in each case subject to such parties willingness to do so, thereby providing for mediation as the primary method for dispute resolution among all the parties involved in the Project. In the event the parties are unable to agree on a mediator, said mediator shall be appointed by a court of competent jurisdiction or, if not possible, the American Arbitration Association. If a dispute relates to, or is the subject of a lien arising out of J-U-B's Services, J-U-B or its subconsultants may proceed in accordance with applicable law to comply with the lien notice and filing deadlines prior to submission of the matter by mediation.

#### **LIMITATION PERIODS**

For statutes of limitation or repose purposes, any and all CLIENT claims shall be deemed to have accrued no later than the date of substantial completion of J-U-B's Services.

#### **LEGAL FEES**

For any action arising out of or relating to this Agreement, the Services, or the Project, each party shall bear its own attorneys fees and costs.

#### **SURVIVAL**

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

#### **EXTENT OF AGREEMENT**

In entering into this Agreement, neither party has relied upon any statement, estimate, forecast, projection, representation, warranty, action, or agreement of the other party except for those expressly contained in this Agreement. CLIENT shall use commercially reasonable efforts to include a similar provision in its contracts with any contractor, subcontractor, or consultant, in each case subject to such party's willingness to do so, stating that any such contractor, subcontractor, or consultant is not relying upon any statement, estimate, forecast, projection, representation, warranty, action, or agreement of J-U-B when entering into its agreement with CLIENT.

This Agreement represents the entire and integrated agreement between the CLIENT and J-U-B and supersedes all prior negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written instrument signed by both CLIENT and J-U-B.

In the event any provision herein or portion thereof is invalid or unenforceable, the remaining provisions shall remain valid and enforceable. Waiver or a breach of any provision is not a waiver of a subsequent breach of the same of any other provision.

#### **SUCCESSORS AND ASSIGNS**

Neither party shall assign, sublet, or transfer any rights or interest (including, without limitation, moneys that are due or may become due) or claims under this Agreement without the prior, express, written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated in any written consent to an assignment, no assignment will release the assignor from any obligations under this Agreement.

No third party beneficiary rights are intended or created under this Agreement, nor does this Agreement create any cause of action in favor of any third party hereto. J-U-B's Services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against J-U-B because of this Agreement or the performance or nonperformance of Services hereunder. The CLIENT agrees to use commercially reasonable efforts to include similar provisions in all contracts with contractors, subcontractors, consultants, vendors and other entities involved in the Project, in each case subject to the other party's willingness to do so, to carry out the intent of this provision to make express to third parties that they are not third party beneficiaries.

#### **CONTROLLING LAW, JURISDICTION, AND VENUE**

This Agreement shall be interpreted and enforced in and according to the laws of the state in which the Project is primarily located. Venue of any dispute resolution process arising out of or related to this Agreement shall be in the state in which the Project is primarily located and subject to the exclusive jurisdiction of said state.

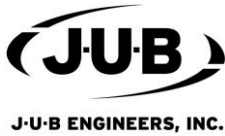
#### **CYBER INSURANCE**

Client and J-U-B shall each maintain cyber liability insurance

coverage with limits no less than \$1M to cover claims, damages, or costs resulting from or related to a cybersecurity incident involving such party's systems that affects the other party including, but not limited to, costs incurred by the other party resulting from said incident. Whether or not covered by insurance, each party shall indemnify, defend, and hold the other party harmless from any claims, damages, or costs related to any cybersecurity incident involving a party's systems that affects the other party. Each party shall submit proof of the foregoing cyber liability insurance coverage to the other party upon such other party's request.

**Confidentiality**

J-U-B acknowledges and understands that in the course of performing Services under this Agreement, J-U-B may be given or have access to information of CLIENT that is non-public, confidential or proprietary in nature, whether or not marked as such, including, without limitation, information about CLIENT's future plans, strategies, resources (financial or otherwise), and employees (collectively, "Confidential Information"). J-U-B expressly represents and shall use due care that it will not disclose or publicize any Confidential Information except as may be reasonably necessary for the performance of the Services under this Agreement. Any disclosure or publication of Confidential Information by J-U-B or any of its officers, employees, contractors, agents, or representatives without the prior written consent of CLIENT shall be deemed a material breach of this Agreement. This provision shall survive the termination of this Agreement.



**J-U-B ENGINEERS, Inc.  
AGREEMENT FOR PROFESSIONAL SERVICES**

**Attachment 1 – Scope of Services, Basis of Fee, and Schedule**

**PROJECT NAME:** Parks and Recreation Master Planning Services

**CLIENT:** Blaine County Recreation District (BCRD)

**J-U-B PROJECT NUMBER:** 10-24-038

**CLIENT PROJECT NUMBER:** Click or tap here to enter text.

**ATTACHMENT TO:**

**AGREEMENT DATED: 6/3/2024; or**

**AUTHORIZATION FOR CONTRACT AMENDMENT #X; DATED: Click or tap to enter a date.**

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

**PART 1 - PROJECT UNDERSTANDING**

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

BCRD is exploring new opportunities to meet its mission of providing healthy, active, and diverse recreation opportunities for Blaine County residents and visitors. The Master Plan will inform the development of new infrastructure on the Flying Hat Ranch and/or Hailey site while integrating infrastructure needs and uses of the BCRD Aquatic Center and Quigley Trails Park. Engagement with the public is essential to the project's success; special attention is required to the ongoing community Comprehensive Plan efforts and the recently completed Blaine County Sports and Recreation Infrastructure Feasibility Study. While certain tasks will be necessary throughout the 2024 calendar year, other tasks may occur throughout 2025 to respond to the needs and interests of the BCRD and the public.

**PART 2 - SCOPE OF SERVICES BY J-U-B**

J-U-B's Services under this Agreement are limited to the following tasks. The CLIENT is responsible for any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3.

**Task 001: Project Management**

This task extends throughout the project and includes a variety of administrative tasks, as follows:

1. Set up the project into J-U-B's financial and record-keeping systems for document retention and project controls.
2. Conduct project planning, risk assessment, and project closeout activities.
3. Coordinate quality assurance/quality control (QA/QC) processes.
4. Communicate and coordinate J-U-B team activities.
5. Attend a kickoff meeting and visit each project site.
6. Communicate and coordinate sub-consultant activities under J-U-B as needed.
7. Regularly monitor project status, budget, and schedule.
8. Attend monthly client/invited stakeholder meetings to report project status.
9. Provide bi-weekly project status updates and coordination with BCRD's key point of contact.
10. Provide a monthly progress report to the CLIENT on project status, budget, and schedule, along with a monthly invoice.
11. Provide ongoing document handling and filing.

## **ASSUMPTIONS**

1. Kickoff Meeting and Site Visit to include 1 overnight and 2 or more consultant personnel.
2. Bi-weekly project status reports to be conducted via email or telephone.
3. Monthly client/invited stakeholder meetings will be virtual and 1 hour in length.
4. BCRD to identify participants in monthly meetings.

## **DELIVERABLES**

- Monthly status reports and invoices.
- Agenda and meeting summary notes for each of the monthly client meetings and Kickoff Meeting

### **Task 002: QC Reviews**

For this task, J-U-B will conduct internal reviews to ensure quality control at the following project stages:

1. Site Inventory and Analysis
2. Concept Development
3. Preferred Design Alternatives and Renderings
4. Final Site Plan Concept

## **ASSUMPTIONS**

1. Quality control reviews of additional services, including the draft and final master plan reports, will be provided as those additional services are approved.

## **DELIVERABLES**

- N/A

### **Task 003: Public Involvement**

For this task, J-U-B will facilitate public engagement throughout the course of the master planning process, including the following:

1. At the project's outset, J-U-B will meet in person and/or virtually with project stakeholders with an agreed-upon list of questions. The results of these interviews will be a situational assessment identifying leading issues and concerns.
2. J-U-B will convene and facilitate a Steering Committee for regular Design Review and discussion:

Meeting #1 – Review site inventory and programming analysis.

Meeting #2 – Review concept design alternatives.

Meeting #3 – Review the preferred design alternatives and architectural renderings.

Meeting #4 – Review the overall project progress and potential next steps.

3. J-U-B will facilitate a public meeting/open house as an opportunity for the project team, steering committee, other stakeholders, and the general public to meet, inform, collaborate, and discuss the potential for the project sites.

## **ASSUMPTIONS**

1. A maximum of 15 interviews will be conducted and attended by up to 2 J-U-B personnel.
2. BCRD will provide a list of contacts for the interviews and approve a list of interview questions.
3. Up to 7 interviews will be conducted in person and the remainder will be conducted virtually.
4. All interviews will be collated and summarized in a Situational Assessment to be used to inform the project approach and Master Plan.
5. BCRD will provide promotional and logistics for the public meeting/open house.

## **DELIVERABLES**

- List of interview questions (draft/final)
- Situational assessment (draft/final)
- Agenda and meeting summary notes for public meeting/open house
- Display boards (up to 8) and 4 pieces of meeting collateral for open house

### **Task 004: Inventory, Analysis, and Programming**

For this task, J-U-B will conduct the initial steps of the master planning process, including the following:

1. Gather, review, and build on previously completed studies and information, including the recreation chapter of the 2014 Blaine County Comprehensive Plan and the recent Blaine County Sports and Recreation Infrastructure Feasibility Study.
2. Visit each project site. We apply publicly available and BCRD-provided data to identify and document acreage, boundaries, nearby property uses and potential impacts, easements, encumbrances, utilities, access and parking, existing infrastructure, shared uses, available space, applicable local regulations, and physical site characteristics (soils, topography, water, stormwater, vegetation, aspect, etc.).
3. Using GIS and other CAD mapping tools, our team will analyze opportunities and constraints gathered during site visits and the inventory phase. This information will be used and referred to frequently as we develop concept designs and refine them into the final master plan.
4. Building on data previously gathered in the recent Blaine County Sports and Recreation Infrastructure Feasibility Study and coordinating with the steering committee, we will develop an integrated design program for each site. This includes a general description of each program recommended and the key amenities and infrastructure needed to support them. Programming and amenities will be considered holistically and then distributed between the project sites based on the realities identified in the site analysis.

## **ASSUMPTIONS**

1. BCRD to provide existing studies/documents for J-U-B review.
2. BCRD to provide necessary data for each project as listed in sub-bullet two (2) under task 004.
3. BCRD to lead efforts in coordinating with developers of Flying Hat Ranch to determine exact acreage and location before conducting site inventory and analysis.
4. A detailed inventory and analysis of three project sites identified as part of the project are included. Site visits, inventory, and analysis of additional county park and recreation amenities are not required but can be provided for an additional fee.
5. BCRD will provide data on the quantity and conditions of other district parks' amenities.

## **DELIVERABLES**

- GIS inventory and analysis maps as needed.
- Programming analysis of each project site.

### **Task 005: Concept Development**

For this task, J-U-B will develop concepts for up to three project sites by conducting the following subtasks:

1. Develop an AutoCAD base map using survey data provided by BCRD and site inventory and analysis.
2. Based on the program elements identified, we will develop up to two basic building footprints for the recreation field house at Flying Hat Ranch and a single footprint exploring improvements to the aquatic center (a total of three building footprints).
3. Conduct an internal design charrette to explore how the proposed amenities can be laid out on each of the three sites.

4. Based on initial sketches and ideas produced during the design charrette, we will refine and develop up to two concept design alternatives for the Flying Hat Ranch and a single concept alternative for the Aquatic Center and Quigley Trails (a total of 4 concept drawings, including linework only – colored site plans and renderings will be provided in the next phase).

#### **ASSUMPTIONS**

1. Concept design will be based on publicly available data, including aerial imagery (Google Earth), and should not be considered survey accurate. If a site and topographic survey are required, they can be provided as an additional service.

#### **DELIVERABLES**

- Four black and white (linework) concept plans in PDF format.

#### **Task 006: Preferred Design Alternative**

For this task, J-U-B will proceed from the finding of Task 5 to create a preferred design alternative and renderings by conducting the following subtasks:

1. Develop one (1) preferred design alternative for each project site based on feedback from Design Review Meeting #2. Each site plan will be color-rendered and include labels and notes to provide general information and design intent.
2. Opinion of Probable Construction Costs (OPCC) – Develop a preliminary opinion of probable construction costs for each project based on the preferred design alternatives.

#### **ASSUMPTIONS**

1. BCRD to provide all comments from the steering committee and stakeholders, including updates needed to update the preferred alternative.

#### **DELIVERABLES**

- Preferred design alternative rendering for each project site in a PDF format.
- OPCC for each project site in a PDF format.

#### **Task 007: Final Site Plan and Green Design Analysis**

For this task, J-U-B will proceed from the finding of Task 6 to update the designs for each of the selected projects and develop a final site plan by conducting the following subtasks:

1. Prepare final site plan(s) to comply with local planning and zoning requirements for project planning approvals based on input from BCRD. This input may include stakeholder and public feedback received at BCRD-hosted public meetings (if any).
2. Prepare Final Renderings. The color-rendered plan view will be updated to reflect relevant changes to the final site plan and feedback from BCRD.
3. Green design considerations will be evaluated for each project site, with recommendations based on each proposed solution's costs, benefits, and applicability. While they will be assessed and considered concepts through the final site design, this task evaluates them on a cost/benefit scale to be presented in the draft master plan document.

#### **ASSUMPTIONS**

1. All preferred design alternatives have been approved by BCRD, Steering Committee prior to finalizing documents.

#### **DELIVERABLES**

1. Final Site Plan Rendering for each project site in a PDF format.
2. Final OPCC for each project site in a PDF format.

#### **Task 008: Project Closeout**

1. Prepare close-out documents and drawings, if necessary.
2. If the record drawings are public, J-U-B will grant the public entity with jurisdiction the right to copy and disseminate the hard copy or digital image to those who legitimately request the information in writing. Any release, use, or reuse by the public entity, any individual, or organization shall be at the public entity's, individuals, and organization's sole risk and without liability or legal exposure to J-U-B.
3. Archive paper and electronic files and records.
4. Communicate the project completion to BCRD and other affected agencies and stakeholders.
5. Close financial billing and accounting records in J-U-B's financial and record-keeping systems.

### **PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES**

**A. CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project, including, but not limited to:

1. Site Survey, including property lines, easements, utilities, topographic, and other site-related features.

**B. Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:

1. Online Comment Mapping tool on BCRD website to solicit feedback from the public on options and project concepts. The feedback from this website will help inform the Master Plan.
2. Public Meetings or Workshops as needed to provide opportunities for in-person engagement with the public. J-U-B will coordinate and facilitate additional public meetings or workshops to provide updates on the master planning process.
3. Additional Steering Committee Meetings beyond those outlined in the scope of work above and as necessary to complete the project or as requested by the district. J-U-B will coordinate, facilitate, and report out.
4. 3D Architectural Renderings for the project sites as determined in collaboration with the steering committee to illustrate the overall design intent at public engagement activities and garner project support and funding. The level of detail of the renderings can vary between conceptual and highly photo-realistic and will be determined in collaboration with BCRD.
5. Costs and financing analysis including:
  - a. OPCCs for each project site based on the final site plan.
  - b. Facility management, operations, and maintenance (O&M) costs will be based on current BCRD expenditures and projected anticipated costs for new improvements at each project site. We will rely on our past project experience and current client relationships (other recreation districts and municipalities with similar facilities) to verify O&M cost projections, including administration, personnel (salaries, wages, benefits), utilities, supplies, contracted services, materials, repairs, and other operational and maintenance costs.
  - c. Revenue projections will be based on current BCRD income and expected increases due to the development of new improvements and amenities.
  - d. The draft master plan report will evaluate and describe funding options for planning, design, engineering, construction, and ongoing O&M costs. These options will be presented at a public workshop to garner and gauge the general public's support of them.
6. Draft a Master Plan Report, including a project timeline & roadmap, based on the financial analysis and input from the steering committee. This will include specific facilities, improvements, or amenities

to be phased and implemented over time. Our original proposal indicated that the draft document is anticipated to be less than 25 pages long and will include multiple sections and supporting appendices. Actual length and sections included in the document will be determined as the project progresses, and this phase is required.

7. Final Master Plan Report to reflect on input and feedback received on the draft master plan document will be prepared by J-U-B to include documentation of the process, all appropriate maps and concepts, related narrative, and associated appendices.
8. Coordination with other BCRD activities (operations, maintenance, programming, etc.) as needed during and following the planning process.
9. Permitting assistance as needed for implementation of the Master Plan.

**PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES**

B. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:

1. For Lump Sum fees:
2. The portion of the Lump Sum amount billed for J-U-B's services will be based upon J-U-B's estimate of the percentage of the total services actually completed during the billing period.
3. J-U-B may alter the distribution of compensation between individual tasks to be consistent with services actually rendered while not exceeding the total project amount.

**Period of Services**

1. If the planned service period for the Tasks identified above extends more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on the remaining scope amount times the specific rate increase.
2. If the period of service for the Tasks identified above is extended beyond six (6) months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.

C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care, and J-U-B will not be responsible for delays beyond our direct control.

D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2, as shown below.

Task Number	Task Name	Fee Type	Amount	Anticipated Schedule
001	Project Management and Meetings	Lump Sum	\$37,500	Concurrent with work progress
002	QC Reviews	Lump Sum	\$5,500	Concurrent with work progress
003	Public Involvement	Lump Sum	\$49,000	Concurrent with work progress
004	Inventory, Analysis, and Programming	Lump Sum	\$27,000	Draft for 1 <sup>st</sup> CLIENT review/meeting to be four (4) weeks after the contract has been executed, with notice to proceed and receipt of all required data.

005	Concept Development	Lump Sum	\$35,000	Concept Draft for 2 <sup>nd</sup> CLIENT review/meeting six (6) weeks after 1 <sup>st</sup> review comments are received back from BCRD
006	Preferred Design Alternatives	Lump Sum	\$25,500	Draft for 3 <sup>rd</sup> CLIENT review/meeting and eight (8) weeks after 2 <sup>nd</sup> review comments are received back from BCRD
007	Final Site Plan and Green Design Analysis	Lump Sum	\$16,000	Final Draft for 4 <sup>th</sup> CLIENT review/meeting six (6) weeks after 3 <sup>rd</sup> review comments are received back from BCRD
008	Project Close Out	Lump Sum	\$2,000	At the end of the project
<b>Total:</b>			<b>\$197,500</b>	

Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com

**Exhibit(s):**

---

*For internal J-U-B use only:*

PROJECT LOCATION (STATE): Click or tap here to enter text.

TYPE OF WORK: County

R&D: Yes

GROUP: Landscape Architecture

PROJECT DESCRIPTION(S):

1. Landscape Architecture (L03)
2. Planning (P05)



**Proposal #8711**

**Customer:**  
 Blaine County Recreation District  
 1050 Fox Acres Rd. #107  
 Hailey, ID 83333

**Property:**  
 Quigley Bike Park  
 Quigley Bike Park  
 Hailey, ID 83333

**Construction - Estimate New Landscape Installation**

**Services Billed Upon Completion**

Description of Services	Frequency	Annual Cost
<b>Mobilization</b>		
Supervisor Layout/Consult/Inspect		\$2,185.01
Mobilization		\$2,190.00
Equipment Transport		\$2,125.00
<b>Excavation/Grading</b>		
Excavation/Grading New Landscaping		\$560.00
Grading/Fine Raking		\$560.00
<b>Irrigation Materials</b>		
Materials		\$1,000.00
<b>Irrigation</b>		
Install Irrigation		\$1,260.00
<b>Plant Material</b>		
Install/Remove Plant Material		\$3,070.00
<b>Compost/Mulch/Rock</b>		
Install Compost/Mulch/Rock		\$4,384.00
<b>Site Clean Up</b>		
Site Clean Up		\$840.00
<b>Misc. Labor &amp; Materials</b>		
Misc. Labor TBD		\$6,189.70
<b>Equipment</b>		
Dingo TX1000		\$1,519.98
Mini 17		\$499.99
Hitachi 100		\$1,240.00
Truck Semi		\$999.99
		<b>\$28,623.67</b>

## Terms & Conditions

- Budget Only T&M Rates To Apply
- Due To Economic Climate Pricing Is Subject To Change
- BCRD to supply top soil for this project. Clearwater Landscaping will be Transporting and placing top soil.

Email \_\_\_\_\_