



**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, December 9, 2015, 7:30 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Ryan Meikle, Cindy Ozaki, and Allan Woolley. IFAD Legal Counsel Mark Fuller, Executive Director Dave Lane, Administrative Coordinator Jennie Weitzel, and Mayor Casper.*

**I. Call to Order:**

Conducted by Chairman Ozaki, the meeting was called to order at 7:34am.

**II. Adoption of the Agenda:** Chairman Ozaki moved to amend the agenda by moving the

Executive Session to Item III to accommodate board members time constraints.

*Action:* Mr. Meikle seconded the motion.

*Result:* All present voted in the affirmative.

**III. Executive Session:** Chairman Ozaki moved to enter into executive session at 7:36 am to deliberate regarding Development Agreement required for acquisition of real property not owned by a public entity, Idaho Code Section 67-2345(1)(c). The executive session ended at 8:07 am.

**IV. Approval of 11/18/15 Business Meeting Minutes:**

*Action:* Mr. Meikle moved to approve the 11/18/15 Minutes as presented.

*Action:* Ms. Gazdik seconded the motion.

*Result:* All present voted in the affirmative.

**V. Approval of IFAD Payables:**

*Action:* Ms. Gazdik motioned to approve the payables.

*Action:* Mr. Woolley seconded the motion.

*Result:* All present voted in the affirmative.

**VI. Year-end Audit:** Chairman Ozaki presented the audit engagement letter to the board identifying that Rudd & Co. has provided a not to exceed cost of \$6,000. This amount is an increase of 4% from the previous years.

*Action:* Mr. Meikle motioned to authorize the Chairman to sign the engagement letter with Rudd & Co. for the District audit.

*Action:* Mr. Woolley seconded the motion.

*Result:* All present voted in the affirmative.

*Discussion:* Mr. Lane asked Mayor Casper about the City's audit amounts and found that Rudd does all but the IF Power departments and the amount is \$42,500.



**VII. 2015-16 Budget:** Ms. Gazdik submitted financial reports for October. She noted that October's numbers fell short of projected budget numbers. October revenue was up 2% over last year and YTD is up almost 16% over the prior year. Interest discussion ensued. Chairman Ozaki will ask accounting about the interest and email the LGIP statement to Ms. Gazdik.

Ms. Gazdik then submitted a DRAFT preliminary 2015-16 budget to Board members. She looked to Mr. Lane for input and will revise based on future discussions and decisions. Ms. Gazdik will bring a revised budget back for board approval.

**VIII. Board Vacancy Discussion:** Chairman Ozaki reported she was unable to make contact with those candidate names who were on her list. Mr. Meikle was able to contact those on his list and found that some live outside the District boundaries while others have not responded and therefore, he assumes, are not interested in the open board seat. Chairman Ozaki distributed the email from Mr. Campbell of Idaho Central Credit Union regarding his interest to serve with the IFAD. Chairman Ozaki will contact to identify his specific service interest.

Mr. Fuller informed the board he did submit the required report verifying there were no officer elections scheduled for 2016. The Bonneville County clerk reiterated the District board has an obligation to fill the vacancy left by Mr. Everhart's resignation. Mr. Fuller acknowledged that he is aware of the requirement and will provide the new board member information as soon as the seat is filled.

**IX. Reports and Updates:**

**A. Financial Report:** Ms. Gazdik discussed the financial report under Item VII: 2015-16 Budget.

**B. Executive Director Report:** Mr. Lane reported that he attended the Chamber Out of the Box luncheon on Dec. 1<sup>st</sup> where he connected with the Executive Director of the Snake River Animal Shelter, Kristin, who was able to sit down and meet with Mr. Lane the following day. He provided her with a status update and promotional items. In addition, Mr. Lane attended YTT meeting on Dec. 8<sup>th</sup> and reported on demographics, which showed the males and females ages 55-64 were most likely to utilize YTT's website. He also reported on YTT officer elections. He noted that Mr. Walsh will remain President, and Sharon Parry will move from the Bonneville County Representative to the Vice President of YTT. Ms. Parry's move will open the seat for Bonneville County Rep. and an additional Bonneville County Urban Representative seat was discussed. Mr. Walsh asked Mr. Lane to serve as a Bonneville County Urban Rep. and he agreed, based on the board's approval. The board had no opposition and encouraged the participation.

Mr. Lane reported on his findings related to a search Chairman Ozaki requested of him. He stated that Bed and Breakfasts, specifically Air B n B's, do exist and are not remitting the hotel tax. Mr. Fuller verified that Bed and Breakfasts are subject to the hotel/motel tax and distributed his findings to the board. Mr. Fuller recommended that his office contact the AirBNB and inform them of IFAD's existence and work to establish a relationship to begin collecting taxes. Chairman Ozaki reported that at the District's inception there was only one Bed and

Breakfast in town. It was determined at that time that imposing the tax on that Bed and Breakfast was not fiscally/financially viable. Mr. Lane found zero listings in Idaho Falls on the Bed and Breakfast website, a Post Register article from February 2015 says there are 13 Air BnB's located within Idaho Falls, Ammon, and Rexburg, and two additional websites report anywhere from 28-116 rentals in Idaho Falls. Mr. Meikle believes the reasonable option would be to make contact with AirBNB and Vacation Rentals By Owners (VRBO) and possibly check business licenses through the City. Mr. Fuller will repost back on his findings.

**C. Administrative Report:** Mrs. Weitzel requested approval from the board to post the 2016 Board Meeting dates. Mr. Fuller found no conflicts and recommended approving the dates to post. Mr. Lane inquired as to why two meetings per month are scheduled when Idaho Statute require only one meeting per month. It was explained by Chairman Ozaki that in the early existence of the District, the board had to meet that often to make timely decisions. Mr. Fuller noted that meeting dates for the year are posted as a guide and legal responsibility and that it is normally easier to cancel or vacate a meeting than to add a meeting. The dates act as Notice even though IFAD posts an additional meeting notice five days prior to each meeting.

Ms. Weitzel reminded board members of outstanding balances from ShadyRest Campground, Pinecrest Inn, and Comfort Inn. She is working with Mr. Fuller to collect the outstanding fees. Mr. Fuller verified he has been in contact with each of the hoteliers to resolve the outstanding fees.

Ms. Weitzel distributed the Holiday Dinner invitation to all board members noting it will be held on January 6, 2016 from 6pm – 9pm.

**D. Other Reports:** Chairman Ozaki reported hearing on the news this morning about the new hotel, Spring Hill Suites which expects to open around April 2017.

## **X. Calendar and Announcements.**

**A. Upcoming IFAD Meetings/Events:** The next IFAD meeting will be held on January 13, 2016. The IFAD Holiday Dinner will be held January 6, 2016 at Copper Rill Restaurant.

**B. Announcements and Questions:** None given.

**XI. Public Comment:** Mayor Casper inquired about skill set of board member candidates. Chairman Ozaki said the board is looking for a candidate who is civic-minded, well known and respected in the community. Mayor Casper updated the District on the City Audit costs. Additionally, she inquired as to whether or not Greater Boise Auditorium District (GBAD) has had any experience with Air BNB's. She will look into the City's business licenses for Bed and Breakfast establishments.

## **XII. Adjournment:**

*Action:* Ms. Gazdik moved to adjourn the meeting.

*Action:* Mr. Meikle seconded the motion.

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 8:43 am.