

**Board of Directors – Regular Business Meeting
425 N. Capital Ave., Idaho Falls, ID 83402
Tuesday, August 9, 2016, 7:00 a.m.**

Minutes:

In Attendance: Board Members Terri Gazdik, Mike Lehto, Ryan Meikle (by phone), Cindy Ozaki, and Allan Woolley, IFAD Legal Counsel Mark Fuller, Administrative Coordinator Jennie Weitzel, Kevin DeKold and Kelly Gillman, CRSA, Mike Clements, Bateman-Hall, Mark Jensen, Hogan, Eric Isom, Dana Briggs, City of Idaho Falls, Laura Lewis, Lewis & Young, Rob Hunden, Ethan Olsen, and Michael Montgomery (by phone), Hunden Strategic Partners.

I. Call to Order:

Conducted by Chairman Ozaki, the meeting was called to order at 7:09 a.m.

II. Adoption of the Agenda:

Action: Motion to adopt the Agenda.

Action: Chairman Ozaki requested to move Item V up to Item III.

Result: All present voted in the affirmative.

III. Hunden Strategic Partners preliminary Transient Room Tax presentation. Rob Hunden introduced himself and his team and thanked the board. He made note of the accelerated schedule and who else needed to be interviewed. He began the presentation informing the board that HSP has provided a best, most likely, and worst case scenarios. Mr. Hunden and Mr. Olsen both presented and answered questions as addressed. Preliminary presentation available upon request.

IV. Approval of Payables. Discussion on CRSA contract and invoice. IFAD Counsel recommends requesting sufficient documentation to complete invoice review.
Action: Motion for the board to authorize payment of all invoices received after Ms. Gazdik and Ms. Ozaki verify sufficient documentation is provided prior to payment.
Result: All present voted in the affirmative.

V. Reports and Updates

A. Financial Report: Ms. Gazdik presented financial documentation to the board.

B. Administrative Report: Ms. Weitzel addressed outstanding hotel revenue. Mr. Fuller addressed the delinquent hotels.

Action: Motion made for Mr. Fuller to send a demand letter immediately to Shilo Inn for remittance of back taxes.

Result: All present voted in the affirmative.

C. Other Reports: None given.



- VI. CRSA/Design Update:** Mr. DeKold introduced Mr. Kelly Gillman. Mr. Gillman spoke to fire and EMS access, landscaping and design, building hardening, parking lot configuration, and irrigation. Brief discussion on FEMA and Red Cross grants. Work session of building committee to follow board meeting. CRSA minutes available upon request.

- VII. Calendar and Announcements.**
 - A. Upcoming IFAD Meetings/Events:** The next board meeting is August 24th at 7 a.m
 - B. Announcements and Questions:** None given.

- VIII. Public Comment:** Time was made available for public comment. None given.

- IX. Adjournment:**
 - Action:* Motion to adjourn the meeting.
 - Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 9:21 a.m.