



MINUTES

Regular Board Meeting of the
Willamalane Park and Recreation District
Community Recreation Center
250 S. 32nd Street, Springfield, Oregon
October 8, 2008

CALL TO ORDER

President Ralston called the meeting of the Willamalane Park and Recreation District Board of Directors to Order. Superintendent Keefer called the roll.

Board Members Present: President Danelle Ralston, Directors Lee Beyer, Gary Ross, Greg James, and Helen Wagner.

Staff Present: Superintendent Bob Keefer, Pam Caples, Jason Genck, Greg Hyde, Joel Miller, Mike Moskovitz, Rita Grimes.

President Ralston led the Board and audience in the Pledge of Allegiance.

Adjustments to the Agenda: Superintendent Keefer announced that he would be leaving at 7:15 p.m. to update the Springfield Utility Board on the Middle Fork Path project.

ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE/STAFF

None

CONSENT CALENDAR

Minutes

Regular Board Meeting of September 10, 2008

Board Work Session of September 24, 2008

Claims

08/28/08 through 10/02/08 Disbursements for Approval
Checks #74013 through #74547

Resolutions

Resolution 08-09-7 Recognize and Appropriate Grant Revenue

Director Beyer moved, seconded by Director Ross, to approve the Consent Calendar as presented. The motion passed unanimously 5:0

UNFINISHED BUSINESS

Management Team Retreat Review

Superintendent Keefer thanked the Board for, once again, supporting the annual Management Team Retreat held in August at Maresh Red Hills Vineyard in Newberg. He reviewed the Agenda Memo provided to the Board prior to the meeting. Significant points of interest included a recommitment, by the Management Team, to lead by example in the areas of teamwork and communication. The biggest challenges the District faces over the next 18 months include the increasing cost of doing business and the slowing economy; patron safety including physical, landscape design, and maintenance; ensuring that staff are using and embracing technology and that our information technology is adequately supported; expanding our program offerings and maximizing use of facilities; workload and staffing issues; and the impact of passing, or not passing, the After School Levy. The Management Team reviewed the recommendations of the Resource Management (Green) Committee and agreed to support those endeavors. In addition, Deputy Superintendent, Jason Genck, led the Team through a discussion focused on the future success and vision of the new created Cultural Affairs Department. The Management Team also spent time touring parks and facilities in McMinnville, Newberg, and Corvallis.

Mr. Keefer encouraged the Board to consider a Board Retreat in January, 2009, for visioning two to five years out.

Employee Survey Results

Mr. Keefer reviewed and compared data from the 2008 Employee Survey to that from the 2003 and 2005 surveys. In summary, staff generally has good morale and enjoys working for the District; staff continued to notice a positive change in the communication efforts within the District and feel better about leadership from the Management Team, Superintendent and the Board; the District needs to continue efforts to improve communication throughout all levels of the organization and to continue efforts to provide meaningful supervisor training and development.

Survey results indicated that more staff reported being a target of Negative Workplace Behavior during the last three years. However, the increase may be a result of the District doing a better job of identifying what negative workplace behavior is and staff is more comfortable reporting it.

Next steps include presenting the general findings of the survey to all staff, through work group meetings during October, and a detailed review of the managerial/supervisory findings will be conducted with the Leadership Forum in November with recommendations for specific actions solicited from that group. Division staff will review findings from their specific Division and make recommendations on possible actions the District should take to achieve the goal. In January, the Management Team will develop an Action Plan based on the input received and its evaluation of the data. In late February or early March, the Action Plan will be shared with all staff.

The Board expressed its appreciation for the information. Director Ross suggested that line staff be included on the committee that looks at the data. Director Beyer stated that he would like to hear back about the reaction from staff to the information.

Superintendent Keefer left the meeting to attend the Springfield Utility Board meeting.

Middle Fork Path IGA

District Planner Rebecca Gershow reviewed her Agenda Memo requesting approval of an intergovernmental agreement (IGA) with Lane County Public Works Engineering and Construction Services Division for Middle Fork Willamette River Path right of way acquisition services. She explained that recorded easements are required on all property not owned outright by Willamalane. Properties needing easements are owned by Springfield Utility Board, the Division of State Land, and the City of Springfield. Lane County Engineering and Construction Services Division has extensive right of way acquisition experience and a proven track record, including successful projects with cities of Eugene and Springfield. Through this IGA, Lane County will provide work related to appraising and acquiring the property needed for completion of the Middle Fork Path Project.

Director Beyer moved, seconded by Director James, to delegate authority to the Superintendent to sign the IGA with Lane County for Middle Fork Willamette River Path right of way acquisition services. The motion passed unanimously 5:0.

Update on Youth Activities Levy

Director Wagner reported that the presentation to the Springfield Chamber of Commerce Greeters by Mr. Keefer was well received. While there was no time for comments after the presentation, Ms. Wagner indicated that it prompted one woman to offer to volunteer. Mr. Genck informed the Board of upcoming informational presentations that are scheduled until the end of October.

Public Affairs Manager Mike Moskovitz reported that the District's first levy information mailer had gone out today and the second one would go out on October 22. The *Yes for Our Kids* PAC mailers will go out on October 17 and 24. The Register-Guard will run an Op-Ed piece by Springfield Police Chief Jerry Smith on October 17, the same day ballots go out. He also reported that the TEAM Springfield newsletter is focused on the levy and that the Springfield School District will have a levy article in the Springfield Extra section of the Register-Guard.

The Lights On After School event is scheduled for October 16, 5:30-7 p.m. at Mt. Vernon Elementary School. The program will feature door prizes, a hot dog dinner donated by the Springfield Rotary, carnival games for kids, and speakers Springfield Police Chief Jerry Smith, Mayor Sid Leiken, State Senator Bill Morrisette, State Representative Terry Beyer, School Board Member Laurie Adams, Willamalane Board Member Lee Beyer, and School Superintendent Nancy Golden.

Ms. Ralston indicated she would write a letter to the editor supporting the levy and Mr. Moskovitz stated that Nancy Bigley would also write a supporting letter, on behalf of the School Board. Mr. Moskovitz also announced that the phone bank will start on Sunday, October 12, 6 p.m. at the Springfield Depot.

BUSINESS FROM LEGAL COUNSEL

None

STANDING AND SPECIAL COMMITTEE REPORTS

Ms. Ralston reported meeting with TEAM Springfield where the main topic was the frequency and cost of wire and metal thefts in the Springfield area. Other topics discussed were School District boundaries, the Wildish Community Theater, and topics for the January 24, 2009 annual meeting.

Mr. James announced that the LCOG Awards Banquet will be held in January, 2009 at Lane Community College. The specific date is to be announced. LCOG will be sending out award nomination information soon.

SUPERINTENDENT'S REPORT

President Ralston commented on all the activities happening at Willamalane. She thanked Mr. Moskovitz for providing alerts when articles are in the paper or on the news.

Mr. Ross asked why the lap pool at *Splash!* had reopened late after the maintenance shut down. Mr. Miller explained that the north wall of the pool had to be retiled. Mr. Ross also was pleased to read the Risk Management information from Chris Ashley, HR/Risk Manager.

In response to Ms. Wagner's question as to how the "goose fence" at Willamalane Park is working, Mr. Miller indicated that it was working well and that the presence of the fence was changing people's behavior also.

Mr. James asked Mr. Genck how the on-line registration process was going and he replied that they were receiving an average of one on-line registration per day which was just fine for the soft launch. The hard launch will take place with the release of the winter program guide.

Mr. Ross commented on the track wheelbarrow purchased with funds from an REI grant. He requested that staff draft a thank you note to REI for Board signature.

Ms. Wagner recognized Ms. Grimes for revamping the Board books as she found it was much easier to find reports and Agenda Memos.

Staff Updates

None

Upcoming Meetings

Ms. Ralston announced that she, Mr. Keefer and Mr. James will be at the NRPA Congress in Baltimore, October 13-18; there will be no Board Work Session on October 22; and that the sold out Haunted Hayride was scheduled for October 27 and 28.

Mr. James invited the Board to a gathering at the Fairgrounds on November 4, to watch the election returns come in.

WRITTEN COMMUNICATIONS

None

REMARKS FROM THE DIRECTORS

Mr. Beyer asked Mr. Miller if he had thought about converting the Willamalane fleet to compressed natural gas. Mr. Miller indicated that staff was researching after market applications. He also mentioned that the fleet includes four electric vehicles.

ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

Robert W. Keefer, Superintendent

Rita F. Grimes
Recording Secretary