



**Subject:** Regular Meeting of the Willamalane Park and Recreation District  
Board of Directors

**Date:** Wednesday, March 11, 2009 at 6:30 p.m.

**Location:** Willamalane Community Recreation Center  
250 South 32<sup>nd</sup> Street, Springfield, Oregon

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## **CALL TO ORDER**

President Danelle Ralston called the Regular Meeting of the Willamalane Park and Recreation District Board of Directors to order. Superintendent Keefer called the roll.

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

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

## **ADJUSTMENTS TO THE AGENDA**

Mr. Keefer indicated staff would like to get feedback on the joint Board/Budget Committee meeting, held February 11, and to determine if the Board has any more instructions for staff as the budget process goes forward. That discussion will follow Agenda Item 40.4.

## **ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE/STAFF**

None

## **CONSENT CALENDAR**

### **Minutes**

Regular Board Meeting of February 11, 2009

### **Claims**

01/30/09 through 03/05/09 Disbursements for Approval  
Checks #75987 through 76471

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

## **UNFINISHED BUSINESS**

### **Friends of Willamalane Annual Update**

Public Affairs Manager Mike Moskovitz reviewed his memo provided to the Board prior to the meeting. The Friends had their annual meeting and brainstormed a list of projects they would like to take on. They decided to raise money for quarter-mile markers for an as yet undetermined park

path for a first project. Mr. Moskovitz suggested including the District's Key Stakeholders in the Friends of Willamalane organization and he is researching the Friends' by-laws to see if that is possible. The Friends group has \$32,499 in the bank, with most of that in the Barbara Hasek Fund for Dorris Ranch (\$25,000). The general fund has \$7,000. Gwen Lively just donated \$2,500 for the Lively Park upgrade. There is another account, the Raymond James Financial Services Account, with \$22,000 in it. Mr. Moskovitz and Tom Draggoo are researching the specifics of that account.

Mr. Beyer reported that there is several thousand dollars in the Yes For Our Kids PAC fund and that it will be transferred to the Friends of Willamalane account.

There was some discussion about melding the Friends of Willamalane with the Key Stakeholders – an idea which most of the Board discouraged.

Mr. James requested a financial statement which Mr. Keefer and Mr. Moskovitz agreed to provide.

### **Amended Board Minutes**

Mr. Keefer requested that the Board go back to the Consent Calendar and approve the Amended Minutes of the February 11, 2009 Regular Board meeting which were not in the Board's packet.

Director Beyer moved, seconded by Director Ross, to approve the Amended Minutes of the February 11, 2009 Board meeting. The motion passed unanimously 5:0.

### **Local Government Grant Program Resolution #08-09-16**

Planning and Development Manager Greg Hyde reviewed the history of Willamalane Park's playground, constructed in 1988 with help from the Jack Lively Fund (predecessor of the Friends of Willamalane Foundation). The grant proposal is consistent with the current five-year Capital Improvements Plan with the exception that it is scaled back from the original plan. The actual grant request is for \$110,000, not the \$100,000 stated in Ms. Gershow's Board Memo. Highlights of the public input process include both web-based and paper surveys and, in conjunction with Public Affairs, there have been various ways of letting the public know about the March 18 public meeting on the proposed playground improvements at the WPSC Community Room. Staff has requested, and received, playground equipment proposals from several vendors.

Mr. Hyde showed proposed plans for the 2-5 year-old area and the 6-12 year-old area. There was some discussion around connecting the play structures to the pool and the sun deck. In addition, questions were asked about the play areas being ADA accessible. Mr. Hyde assured the group that Park Planner Jake Risley is an ADA specialist as well as a playground designer and accessibility will be incorporated into the structures.

Director Ross moved, seconded by Director Beyer, to approve Resolution No. 08-09-16 authorizing Willamalane to apply for a Local Government Grant from the Oregon Parks and Recreation Department for major rehabilitation of the Willamalane Park playground. The motion passed unanimously 5:0.

### **Memorial Building Community Center Lease Extension with Springfield Public Schools**

Mr. Keefer stated that leasing the Memorial Building to the School District has been a great working partnership and he expects it continues. He noted that the lease provides one-fifth of the mortgage on the Community Recreation Center with minimal investment on Willamalane's part.

Director Ross moved, seconded by Director Beyer, to delegate authority to the Superintendent and Board President to execute a 3-year extension of the current lease with Springfield Public Schools. The motion passed unanimously 5:0.

### **Personnel Policy Change**

Administrative Services Director Pam Caples explained the proposed definition change, and justification, that would extend the probationary period from six months to one year for non-bargaining unit part-time employees who regularly work less than 20 hours per week in a single job classification on a continuous basis. This change, in addition to allowing supervisors additional time to evaluate an employee's performance in the position, most of whom work 10 hours per week or less, will also save the District approximately \$8,000 per year in payroll costs. Other changes to the policy were described as mostly maintenance – definitions were clarified and two definitions were added, based on definitions from the Oregon Revised Statutes for Confidential Employee and Supervisor. Directors expressed concern that the policy change may result in resentment, on the part of the non-bargaining unit part-time staff, to being treated differently. After some discussion, Mr. Beyer asked if the staff still felt strongly about the change. Ms. Caples indicated that the Management Team and District Supervisors supported the change.

Director Beyer moved, seconded by Director Ross, to approve the proposed changes to the District's Personnel Policy. The motion passed unanimously 5:0.

### **Budget Feedback**

Mr. Keefer requested feedback and direction from Board on the budget process based on the discussion during the Budget Committee at the February 25, 2009 work session. The directors discussed whether to give direction to staff to reopen contract negotiations with the union around the agreed upon COLA. They mentioned the good relationship the District had with the union and urged a collaborative approach on the COLA issue. In addition, they discussed whether a 3% COLA might be perceived by the community as less than thrifty and higher than other local agencies are giving. Keefer summed up the discussion by stating that, as he understood them, he and Ms. Caples are to continue discussions with the bargaining unit around the COLA. He admitted to some concern about keeping activity costs affordable but maintaining year-end balances at 12%, as directed by the Board at its annual retreat. He reminded the Board that 60% of the District's costs were employee costs and that something would have to give, whether that might be a reduction in services or a change in services, to keep a balance between the two priorities. He reassured the Board that staff is thinking holistically and paying close attention to the Board's priorities and would continue to do so and he thanked the Board for their input

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**BUSINESS FROM LEGAL COUNSEL**

None

## **STANDING AND SPECIAL COMMITTEE REPORTS**

### **SUPERINTENDENT'S REPORT**

Ms. Wagner suggested approaching people individually in order to recruit volunteers for District projects.

Mr. Ross indicated that he gets a kick out of reading the Superintendent's Report.

### **Staff Updates**

None

### **WRITTEN COMMUNICATIONS**

Mr. James reported that Willamalane's Board members had each received a letter from Jeff Spartz, Lane County Administrator, introducing Lane County Board's Good Governance policy and inviting Willamalane's Board to meet with them to discuss issues of mutual interest. The Board directed Mr. Keefer to contact Mr. Spartz' to arrange a joint meeting and invite the Commissioners to come to the Community Recreation Center.

### **REMARKS FROM THE DIRECTORS**

Mr. Ross will not attend the April 22 Board meeting as he will be out of town.

Mr. James mentioned that President Obama's recent speech about education had five primary points, one of which was extending the school day. Mr. James suggested that such a focus could affect funding for after school programs and that the District needed to stay aware of that.

The meeting was adjourned at 7:55 p.m.

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Robert W. Keefer, Superintendent

Rita F. Grimes  
Recording Secretary