

Board of Directors
Regular Meeting
Wednesday, June 9, 2010, 6:30 p.m.
Willamalane Community Recreation Center
250 S. 32nd Street, Springfield, Oregon

Call to Order

President Greg James called the Regular Meeting of the Willamalane Park and Recreation District Board of Directors to order.

Roll Call

Deputy Superintendent Genck called the roll. Present were President James, Directors Lee Beyer, Gary Ross, and Helen Wagner. Director Danelle Ralston was absent.

Staff Present: Deputy Superintendent Jason Genck, Pam Caples, Joel Miller, Greg Hyde, Mike Moskovitz and Rita Grimes. Superintendent Bob Keefer participated via SKYPE during Items #3 and 4 under Unfinished Business and Business from Legal Counsel.

Others present: Legal Counsel Dwight Purdy, David Sonnichsen

Flag Salute

President James led the Board and audience in the flag salute and Pledge or Allegiance.

Adjustments to the Agenda

None

Oral Requests and Communications from the Audience/Staff

David Sonnichsen, PO Box 502, Springfield, Oregon – Mr. Sonnichsen thanked the Board for expressing support for naming the new Willamette River I-5 Bridge *Whilamut Passage*. He indicated that some of the box beams from the existing temporary bridge will be used as a viaduct on the south bank for bike and pedestrian traffic headed easterly into Glenwood. He advocated for extending that path all the way to a southern point opposite Island Park so that a bike/pedestrian bridge can be built there. He believes that it is the next place in the regional community where such a bridge should be placed.

Mr. James thanked Mr. Sonnichsen for his comments.

Public Hearing

Administrative Services Director Pam Caples reviewed the Agenda Memos regarding the need for the Board to consider adopting supplemental budgets for the Wildish Community Theater Fund and the Camp Putt Special Revenue Fund prior to June 30, 2010.

Wildish Community Theater Fund: Ms. Caples stated that anticipated revenues in the fund, in the amount of \$17,000, had not materialized and that expenses have exceeded the amounts adopted in the FY 2010 budget. She asked the Board to adopt a supplemental budget transferring \$25,000 over the original budget noting that the funds will come from the Wildish Theater Board.

Camp Putt Special Revenue Fund: Ms. Caples explained that this is a new fund to track and record the operating expenses from managing the Camp Putt facility. Staff anticipated approximately \$15,000 in revenue and expenses to operate the facility through the end of June 2010.

President James opened the public session. As there were no speakers, he closed the public session. He then opened the topic to Board discussion.

Director Ross stated that the Wildish Theater Board believes they are making progress with the new theater management. He is optimistic that this may be the last time the Theater Board will have to dip into reserves to cover expenses. He suggested that rates may need to be raised a bit.

President James announced that Resolution #09-10-15 will be adopted under the Consent Calendar and Resolution #09-10-18 will be adopted under Unfinished Business Item #3.

Consent Calendar

Minutes

Regular Board Meeting of May 5, 2010

Claims

04/30/10 through 06/03/10 Disbursements for Approval

Checks #81757 through 82208

Financial Summary Report

July 1, 2009 through April 30, 2010

Resolutions

1. Resolution #09-10-15 To Adopt Supplemental Budget for Wildish Community Theater 2010
2. Resolution #09-10-16 To Appropriate and Transfer Funds from the General Fund Operating Contingency to the System Development Charges Fund
3. Resolution #09-10-17 Authorizing the Issuance of Tax and Revenue Anticipation Notes Series 2010
4. Resolution #09-10-19 To Appropriate Funds from the General Fund Operating Contingency and Administrative Services Division to the Park Services Division

Other

Award Workers Compensation Insurance Coverage to Special District Insurance Services in the amount of \$86,009.

Director Ross moved, seconded by Director Beyer, to approve the Consent Calendar as presented. The motion was approved unanimously, 4:0

Unfinished Business

1. Willamette River Bridge Project Update

Planning and Development Manager Greg Hyde introduced Dick Upton, Project Manager of the Willamette River Bridge Project. Mr. Upton thanked the Board for having him here. He gave a brief presentation about the project background; its construction status and timeline; project goals that evolved with the community partners; targeted outreach to community organizations; and opportunities for a bicycle-pedestrian viaduct on the south bank funded by a grant. He noted that trees on the west embankment slope were saved and that other design enhancements included ideas that came from the Citizens Advisory Group. Mr. Upton suggested that the Board contact John Lively for a site tour.

President James expressed the Board's appreciation for Mr. Upton's presentation.

Mr. Beyer inquired about the number of people employed on the project. Mr. Upton did not have that information with him but promised to get an employment report for Mr. Beyer.

2. Willamette River Open Space Vision

Jeff Krueger, LCOG, gave an overview presentation on the Willamette River Open Space Vision and Action Plan. The open space vision will serve as a conceptual framework to guide future open space and recreation planning efforts for the Willamette River corridor in the coming years and decades and is non-regulatory. He asked the Board to sign a letter of endorsement of the Vision.

Director Beyer moved, seconded by Director Ross, to direct the President and Superintendent to sign the letter of endorsement as presented. The motion passed unanimously, 4:0

Five minute break to connect Superintendent Keefer to the meeting via SKYPE.

3. Camp Putt Management Agreement

Deputy Superintendent Jason Genck reviewed his Agenda Memo regarding managing Camp Putt and Great Bear Hall, both located in Glenwood. He reviewed key highlights of the management agreement and indicated that staff sees it as a great opportunity to expand services within Willamalane's mission with minimal risk. Mr. Genck and staff have been working with owners Paul and Steve Roth, SDAO as well as with district insurance agent Tammy Fisk, District Counsel Dwight Purdy and the Roths' attorney Joe Leahy.

Referencing Item D in memo regarding revenue, Mr. Beyer asked for clarification about Willamalane not receiving revenue from any rentals made through Roaring Rapids Pizza. Mr. Genck answered that there would be no revenue from rentals through Roaring Rapids Pizza but that there would be no expenses or liability either.

Mr. Ross expressed concern about keeping Class and Google calendars synchronized to avoid the opportunity of double booking. He would like to see all bookings go through Willamalane to avoid that. Mr. Genck explained that Willamalane will be the keeper of the calendar and has asked for 30 days notice for any rentals that Roaring Rapids Pizza or the Roth brothers might book. He stated that all parties are open to a more centralized booking system.

Mr. James asked about additional revenues and Mr. Genck replied that if the facilities hit a certain benchmark, above \$200,000, 60% will come back to Willamalane. The Roth brothers were to confer about it and it will be included in the final agreement.

Director Beyer moved, seconded by Director Wagner, to authorize the Board President and the Superintendent to finalize the Management Contract and enter into a management agreement for Camp Putt and Great Bear Hall and to adopt Resolution #09-10-18 to establish the Camp Putt Special Revenue Fund and Adopt the Supplemental Budget. The motion was approved unanimously, 4:0.

4. Superintendent's Appraisal Process

Mr. Ross stated that he wanted to continue the process and use the forms that have been used in the past unless Board members had objections. There were none. Ms. Caples will forward the evaluation form to Board members. Board members present agreed that they would like to have an Executive Session on June 23, 2010 to present the Superintendent's evaluation. Mr. Keefer asked the Board if they wished him to prepare a self-evaluation. They did and Mr. Keefer will try to get it to them by June 20.

Business from Legal Counsel

Legal Counsel Dwight Purdy gave an update on the status of the Regional Sports Center currently in bankruptcy proceedings. Mr. Purdy suggested that now is an opportune time to look at having the Community Recreation Center's lot line adjusted in order to make the building part of the soccer fields.

Board members held a brief discussion about options that might be offered to the District by Umpqua Bank. Mr. Keefer indicated that he would keep the Board apprised as he gathered information.

Superintendent Keefer disconnected from the meeting.

Standing and Special Committee Reports

None

Superintendent's Business

1. Superintendent's Reports #114 dated May 31, 2010
2. Staff Updates

Superintendent's Business (continued)

3. Upcoming Meetings/Work Sessions/Events

- June 18-19 Radio Redux: "Stagecoach," Wildish Community Theater, 7:30 p.m.
- June 19-20 The Roving Players "A Midsummer Night's Dream," Island Park, 6 p.m.
- June 20 Radio Redux: "Stagecoach," Wildish Community Theater, 2 p.m.
- June 20 BRING Tour of Homes & Gardens, Dorris Ranch Tomseth House, 9 a.m.-5 p.m.
- June 23 Special Board Meeting, CRC Heron Room, 6:30 p.m.
- July 2 Valley Boys Concert, Island Park, 6:30 p.m.
- July 4 Light of Liberty Celebration, Island Park, 4 p.m.
- July 7 Just for Kids Talent Show, Wildish Community Theater, noon-2 p.m.
- July 9 The Streamliners Concert, Island Park, 6:30 p.m.
- July 13 Movies in the Park – "Shrek," Island Park, 8:30 p.m.
- July 16 Movies in the Park – "Charlotte's Web," Lively Park, 8:30 p.m.
- July 16-18 SummerFest, see Willy Workers Calendar or Recreation Guide for events
- July 20 Movies in the Park – "Hook," Douglas Gardens Park, 8:30 p.m.
- July 26 TEAM Springfield Midyear Joint Elected Officials' Social, 6-8 p.m.
- July 27 Movies in the Park – "The Bee Movie," Dorris Ranch, 8:30 p.m.
- July 30 Riffles Concert, Island Park, 6:30 p.m.
- August 6 Movies in the Park – "Spider Man 2," Willamalane Park, 8:30 p.m.
- August 10 Back-to-School Bash Movie – "Cloudy w/a Chance of Meatballs," Island Park, 8:30 p.m.
- August 13 The Vipers Concert, Island Park, 6:30 p.m.
- August 17 Movies in the Park – "The Little Rascals," Douglas Gardens Park, 8:30 p.m.
- August 24 Movies in the Park – "Willy Wonka & the Chocolate Factory," Ruff Park, 8:30 p.m.
- August 28 Plank House Ribbon Cutting, Dorris Ranch, 11:a.m.-1 p.m.

Written Communications

Mr. James introduced a letter sent to him by George Kramer, Kramer & Company Historic Preservation Consultants, encouraging the District to hold off on plans to destroy the Briggs House in a practice burn by the Springfield Fire and Life Safety Department.

Planning and Development Manager Greg Hyde explained that in the original consultations with SCHPO's historical preservation section, they should have had the District go through their archeological section for concurrence because there is a known archeological site close by. There is a requirement that some survey work be done before disturbing the ground. It is possible that survey results may preclude the District from going forward with plans to destroy the house. Mr. Hyde stated that he will know more after the survey is done. He noted that the recommendations from the University of Oregon project are not binding upon the District.

Remarks from the Directors

None

Messages and Papers from the President

None

Adjournment

The meeting was adjourned at 8:27 p.m.

Robert W. Keefer
Superintendent/Board Secretary

Rita F. Grimes
Recording Secretary