

Board of Directors
Regular Meeting
Wednesday, June 8, 2011, 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 at 6:30 p.m.

Roll Call

Deputy Superintendent Jason Genck called the roll. Present were President James, Directors Anne Ballew and Gary Ross. Director Lee Beyer was absent and Director Danelle Ralston was excused.

Staff present included Pam Caples, Joel Miller, Greg Hyde, Mike Moskovitz, Rita Grimes, Lori Zenishek and Jessica Mansperger. Superintendent Bob Keefer joined the meeting via computer link at 7:30 p.m.

Others present included Legal Counsel Dwight Purdy, City of Springfield Planner Molly Markarian, and Joseph Hammerton.

Flag Salute

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

Adjustments to the Agenda

Mr. Ross requested moving Unfinished Business item #3, Cost of Living Adjustment, until after the Executive Session.

Ms. Caples added Resolution #10-11-18 Authorizing the Issuance of Tax and Revenue Anticipation Notes as item #4 to Unfinished Business.

Oral Requests and Communications from the Audience/Staff

None

Public Hearing

1. FY 2011 Supplemental Budget for the Wildish Community Theater

Administrative Services Director Pam Caples explained that the Wildish Community Theater Fund needed a Supplemental Budget of \$30,000 as revenues, while increasing, are still not enough to cover all the Theater's expenses. While the Theater Director's time is billed out to the rentals, payments

are still outstanding, and the Annual Gala did not bring in as much revenue as was expected. Additional materials and expenses also added to the deficit.

Ms. Ballew asked what causes the flooding at the theater. Park Services Director Joel Miller explained that it has flooded because the lower level is so far below street level and the sump pump failed several times.

Mr. Ross asked if any tax dollars were included in the supplemental budget. Ms. Caples assured him that no tax dollars were involved and that the Supplemental Budget was in compliance with budget law.

2. FY 2012 Approved Budget

Ms. Caples introduced Resolution #10-11-17 to adopt the FY 2012 budget with a tax rate of \$2.0074 per thousand of assessed value and a total of \$16,974,417. It is the same budget approved by the Budget Committee on May 11, 2011, with the exception of an error made when the beginning fund balance was entered in the budget document. The amount has been corrected and is correct in the five year financial plan. This change will have no effect on the budget other than to raise the contingency budget by the same amount.

Mr. James opened the public hearing. As there was no public comment, the hearing was closed.

Mr. James asked for Board discussion. As there was no discussion amongst the Board members, Mr. James announced that the FY 2011 Supplemental Budget for the Wildish Community Theater and the FY 2012 Approved Budget would be adopted under the Consent Calendar.

Consent Calendar

Minutes

- Regular Board Meeting of May 4, 2011
- Special Board Meeting of May 11, 2011

Claims

04/28/11 through 06/02/11 Disbursements for Approval
Checks #86357 through 86757

Financial Summary Report

July 1, 2010 through April 30, 2011

Resolutions

- Resolution #10-11-16 to adopt a FY 2011 Supplemental Budget for Wildish Community Theater
- Resolution #10-11-17 to adopt the FY 2012 Budget as approved by the Budget Committee.

Other

- Authorize the Superintendent to sign the Response/Acceptance form for the ODOT Transportation Enhancement Project grant award of \$1.6 million for the Middle Fork Willamette River Path Phase 2, South 2nd Street to Clearwater Park.

Director Ballew moved, seconded by Director Ross, to approve the Consent Calendar as presented. The motion passed unanimously 3:0.

Unfinished Business

1. Glenwood Refinement Plan

City of Springfield Planner Molly Markarian presented a history of the Glenwood planning projects and an overview of the Glenwood Refinement Plan. She updated the Board on the refinement plan update process and status, with special emphasis on the Open Space Chapter. Highlights of that chapter included a proposed linear park and multi-purpose pathway along the river; two park blocks in the proposed high-density residential mixed-use area north of Franklin Boulevard; and coordinated planning for parks, paths and storm water management facilities such as bio-swales. The City will collaborate with Willamalane on educational and recreational uses in the riverfront park and on events in the park blocks.

Ms. Ballew asked if the urban renewal funds will allow for land acquisition for parks. Ms. Markarian said it would and that Williams Bakery will come off the tax deferral rolls next year.

Ms. Ballew also asked if the Refinement Plan meshed well with District's plan. Planning and Development Manager Greg Hyde indicated that it did and that he and staff had been working closely with City staff on the Refinement Plan.

Ms. Ballew said the park blocks seemed awfully small, particularly for mowing equipment, and wondered who will be responsible for maintaining them. Ms. Markarian said that maintenance will depend on the City's relationship with Willamalane and what the two agencies work out.

Mr. James and the Board thanked Ms. Markarian for her presentation.

2. Workers' Compensation Insurance Policy Renewal

Ms. Caples presented this topic explaining that July 1 is the renewal date for the District's workers' compensation insurance policy. She referenced the historical data chart in her Board Memo and explained how the experience mod rate has increased significantly over the last year as prior low experience mod rate years dropped off the chart. Ms. Caples said the Safety Committee is creating a working safely reward program to help lower the claim rate. She recommended renewing the SDAO policy as they continue to do a good job handling claims and their bid was \$35,270 less than the SAIF bid.

Ms. Ballew asked if claims were across all employee classes. Ms. Caples said they were and that the District had experienced some loss time claims over the last year.

Director Ross moved, seconded by Director Ballew, to approve SDAO's proposed workers' compensation insurance policy renewal as presented. The motion passed unanimously 3:0.

4. Resolution #10-11-18 Issuance of Tax and Revenue Anticipation Notes Series 2011

Ms. Caples explained that the resolution is to cover the District's short term expenses until tax revenues come in. The District is borrowing \$690,000 – less than what has been borrowed in the past.

Director Ross moved, seconded by Director Ballew, to approve Resolution 10-11-18 authorizing the issuance of tax and revenue anticipation notes series 2011. The motion passed unanimously 3:0.

Business from Legal Counsel

None

Standing and Special Committee Reports

Mr. James reported that LCOG has a proposed Communication Plan. It is not yet finalized nor has it been before LCOG's Executive Board.

Superintendent's Business

1. Superintendent's Report #124 dated May 31, 2011

No comments

2. Staff Updates

None

3. Upcoming Meetings/Work Sessions/Events

- June 18 & 19 Roving Park Players present Shakespeare's "The Tempest", Island Park, 6 p.m.
- June 28 Just for Kids Talent Show, Meadow Park, noon
- July 1 Valley Boys, Island Park, 6:30 p.m.
- July 4 SUB 4th of July Celebration, Island Park, 4 p.m.
- July 8 Movies in the Park "Kung Fu Panda," Island Park, 8:30 p.m.
- July 15-17 SummerFair, Island Park, see Program Guide for specific times and activities
- July 20 Park Social, Pride Park, 5-6:30 p.m.
- July 22 Movies in the Park "The Goonies," Meadow Park, 8:30 p.m.
- July 22-23 Fiesta Latina, Island Park
- July 24 National Night Out Kick-off Party, Island Park, 4-7 p.m.
- July 25 TEAM Springfield Mid-Year Social, Great Bear Hall, 5:30 p.m.
- July 29 Movies in the Park "Megamind," Island Park, 8:30 p.m.

Written Communications

None

Remarks from the Directors

Board Vice President Gary Ross announced that it was time for the Superintendent's annual performance evaluation. He will send the Board members electronic evaluation forms to complete and asked that they be returned to him by July 5 or 6. The Board will do its evaluation at the July 13 regular meeting.

Messages and Papers from the President

None

Executive Session

Director Ross moved, seconded by Director Ballew, to move into executive session under authority of Oregon Revised Statutes 192.660; SECTION (2), SUBSECTION (d): to conduct deliberations with persons designated by the governing body to carry on labor negotiations. The motion passed unanimously 3:0.

Return to Regular Session

Unfinished Business (continued)

3. Cost of Living Adjustment

Ms. Caples introduced this topic by stating that the proposed FY 2012 budget includes a cost of living increase of 2.0 percent for all employees and that this topic addresses non bargaining unit full-time employees only. Bargaining unit employees are currently in contract negotiations as their current union contract expires June 30, 2011. A cost of living adjustment for BU employees will be addressed through their contract. Part-time non bargaining unit employees will receive a possible COLA on January 1, 2012 pending the outcome of assessed value information for the District.

Ms. Caples went on to explain that previous COLAs have been equal to the average of the Portland CPI-U for the previous calendar year. The Portland CPI-U for the calendar year 2010 was 1.6 percent for the first half and 0.9 percent for the second half, resulting in an average of 1.25 percent for the year. She recommended that the Board approve a 1.25 percent cost of living increase for all full-time non bargaining unit employees.

Director Ballew moved, seconded by Director Ross, to approve a 1.25% Cost of Living Adjustment for all full time non bargaining unit employees as presented effective July 1, 2011. The motion passed unanimously 3:0.

Adjournment

The meeting was adjourned at 8:15 p.m.