

**Minutes of the REGULAR MEETING of the Board of Directors  
RIVER ROAD PARK and RECREATION DISTRICT  
1400 Lake Drive, Eugene OR., 97404**

**MEETING DATE: Wednesday, October 20, 2021**

**BOARD MEMBERS PRESENT:** Dennis Durfee, Sharon Purdy, Jim Wienecke, Curt Kendall, Steve Norris  
**ABSENT:** Sharon Purdy  
**STAFF:** Bob Houston, Vickie Bird, Katrina Setzer, Jeff Fryer, Steve Camerer, Brian Kelchlin  
**PUBLIC:** Rhonda Reed

**CALL TO ORDER:**

The regular meeting of River Road Park and Recreation District's Board of Directors was called to order by Chairman Wienecke at 6pm.

**ITEM 1 APPROVAL OF THE AGENDA**

Motion to approve the Agenda made by Dennis Durfee, second by Curt Kendall.

**ITEM 2 CITIZENS COMMENTS**

None

**ITEM 3 PRESENTATIONS**

**3A. Introduction of new staff:** Steve Camerer, Maintenance Director, introduced Brian Kelchlin as the newest full-time member of the maintenance staff. Brian was promoted from the position of part-time grounds maintenance to the position of maintenance specialist, which is a salaried non-exempt position.

**3B.** Chairman Wienecke presented Rhonda Reed with a recognition plaque acknowledging her 30 years of service to the District. Rhonda separated from employment with the District in September, 2021.

**Superintendent's Report:**

Bob reported the current balance in the Treasury at \$793,353 as of October 18, 2021, compared to \$403,265, October, 2020. The general fund report for September, 2021, was reviewed. Bob commented despite the continuing challenges posed by Covid-19, the District's fiscal health is in good financial standing. November will bring in property tax revenues which had a 98% collection rate FY 2020-21.

**Departmental updates:** **Recreation:** Katrina Setzer, Senior Program Coordinator, reported on the recent Rhine river cruise sponsored by the District in collaboration with Collette Travel. Highlights included stops made in Amsterdam and Germany including Cologne, wine tasting in Coche and Siegfried's mechanical music museum in Rudesheim. Katrina commented it has been two years since the District has offered extended travel due to the constraints of Covid-19. **Café' 60,** our senior meal site held at the annex, is averaging 10-15 participants twice weekly that take advantage of a hot, nutritious boxed meal. The annex serves as one of twelve locations serving meals to our senior population through funding provided by Lane Council of Governments (LCOG). **Aquatics:** Jeff Fryer and Superintendent Houston were approached by a veteran's group seeking pool time after being displaced by the recent closing of Tamarack Pool, the only therapeutic pool facility serving Eugene. The District is working on a schedule that will allow the group an all-inclusive block of time each week to address the needs of group. **Job Postings:** Interviews for the vacated Youth Coordinator position took place the week of October 11-15, which produced three viable applicants. Cathy Casalegno, Recreation Director, is hopeful to have a candidate in place by early November. The position of Accounting Specialist in the business office is currently in the process of recruiting/interviewing applicants. Superintendent Houston reported he has received two potential applicants for the position of Aquatic Director, currently held by Jeff Fryer, who will be retiring from the District on January 5, 2021.

**ITEM 4 CONSENT AGENDA**

**4A.** Approval of the Consent Agenda to ratify: September 15, 2021, minutes, bills and payroll.  
Motion to approve by Dennis Durfee, second by Steve Norris.

**ITEM 5 UNFINISHED BUSINESS**

5A. None

**ITEM 6 NEW BUSINESS**

**6A. Election of Officers** – Jim Wienecke was nominated by Curt Kendall with a second by Steve Norris to retain Chairmanship. Dennis Durfee was nominated by Curt Kendall with a second by Steve Norris to retain the Vice-Chair position. Motion to approve by Steve Norris, second by Curt Kendall.

**6B. Holiday Leave Revision- Section 4.1** of the River Road Park & Recreation District's employee policy manual: **Holidays Full Time Exempt and Non-Exempt Employees.** The recommended changes are to eliminate New Year's Eve, replacing it with Martin Luther King Day and adding the newly federally mandated Juneteenth Holiday. Two added floating holidays will compensate for working President's Day and Columbus (Indigenous People's Day). **Overtime:** Compensation at 1-1/2 times standard pay for part-time hourly employees who work on a federal holiday will be paid at their regular standard rate of pay, negating overtime rates. Motion to approve by Dennis Durfee, second by Steve Norris.

**ITEM 7 BOARD COMMENTS**

None

**ITEM 8 DATE FOR NEXT BOARD MEETING**

Wednesday, November 17, 2021, at 6pm.

**ITEM 9 ADJOURNMENT**

Chairman Wienecke adjourned the meeting at 6:48 pm.

MINUTES APPROVED ON \_\_\_\_\_, 2021.

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Board Chairman Wienecke

Recorded by Vickie Bird