

BOARD OF DIRECTORS – REGULAR MEETING
Bob Keefer Center – Heron Room
Wednesday, January 9, 2019 - 6:30 p.m.
250 South 32nd Street, Springfield, Oregon, 97478

CALL TO ORDER

President Bean called the meeting to order at 6:30 PM.

ROLL CALL & FLAG SALUTE

- Present - President Bean, Vice President James, Director Ballew, and Director Beyer.
- Absent - Director Ross
- Staff - Michael Wargo, Eric Adams, Kendall Reid, Paula Davis, Kenny Weigandt, and Susan Neff.
- Guests - Lisa Raffin, Chris Wig, Celine Swenson-Heinz, Dune Erickson, and Kristina Koenig Boe
- Special Guest - Employee of the Month Bryan Beban, his wife xxx, and son xxx.

ADJUSTMENTS TO THE AGENDA

None were made.

AUDIENCE PARTICIPATION

None.

CONSENT CALENDAR

- Minutes - Regular Board Meeting of December 18, 2019.
- Expenses - Check details from December 1, 2018 through December 31, 2018.
- Financial Report - Revenue & Expenses, Actual vs. Budget, July 1, 2018 to November 30, 2018

Director Beyer moved to adopt the Consent Calendar as presented. Director James seconded the motion, and it passed 4:0 unopposed.

UNFINISHED BUSINESS - Items for Discussion

- **EMPLOYEE OF THE MONTH** - Superintendent Wargo explained that supervisors and managers from the entire District submitted nominations, recommending employees they feel embody the values and mission of Willamalane. He introduced Community Engagement Supervisor Kenny Weigandt who nominated the first recipient; Resource Coordinator Bryan Beban. Mr. Weigandt explained how instrumental Mr. Beban was in helping him acclimate to his new position, and he shared the details that led him to submit his nomination:
 - Through constant communication with Willamalane department managers, supervisors, and coordinators, Mr. Beban learned of the lack of facility storage for the Summer Playground Program. He also discovered both aquatics facilities needed new life vests for children. Thanks to years of relationship building and networking, Mr. Beban was able to discover a community partner seeking opportunities to promote youth health in Springfield.

Mr. Beban worked extensively behind the scenes, collaborating with community partner International Paper and the Willamalane Parks Foundation. He drafted a proposal that would support these specific district needs, and was able to secure \$30,000 of approved funding for both projects. Due to his proactive request, International Paper awarded Willamalane an additional \$27,500 to be used in conjunction with IP's community outreach goals.

In the company of the Board of Directors, coworkers, his friends, his wife Denise, and son Cooper; Mr. Beban humbly accepted his Certificate, becoming the first recipient of the Willamalane Employee of the Month Award for January 2019. Just prior to receiving his award the Eugene Register Guard ran the article, "Willamalane Not Slowing Down at 75", in the Monday, January 7th edition, in which Mr. Beban was quoted.

- **NEW EMPLOYEE INTRODUCTIONS, RETIREMENT ANNOUNCEMENT** - Superintendent Wargo made the following announcements:
 - Business Operations Director Paula Davis, a long time Springfield resident, started on January 7th. Paula brings her experience from her work for the City of the Springfield. She has an aptitude for project management and policy, with experience implementing different budget and reporting business intelligence software solutions.
 - Accountant Lisa Raffin started on January 3rd and brings her experience working with small business finance department needs. She was the Senior Staff Accountant at NEDCO, Finance Director for the Eugene Symphony, and Senior Accounts Receivable Accountant at Symantec.
 - Long time Aquatics Program Manager Christine Crutcher is planning to retire. April 5th will be her last day. More information to come with regard to celebrating the event.
- **WILLAMALANE - 75 YEAR ANNIVERSARY MARKETING CAMPAIGN** - Kenny Weigandt gave a creative PowerPoint presentation of events and happenings throughout the coming year leading up to the large scale event planned for Sunday, September 29th to commemorate Willamalane's 75th Anniversary as a special district, with activities centered on bringing awareness to Eugene/Springfield communities. Not only will these events celebrate the history, they offer an opportunity to say, "Thank You" while continuing to consistently offer new reasons to be excited about Willamalane. Events include: Planting 75 trees in parks around the district to celebrate Arbor Day; A Block Party to launch the Summer 1Pass Incentive campaign, where patrons gain free access with one set fee to Bob Keefer Center, Willamalane Park and Swim Center, Splash! at Lively Park, Lane Transit District transportation, and Camp Putt Adventure Golf Park, and other special deal incentives in partnership with local businesses. Marketing campaigns include new logo branding throughout through a variety of logo-inspired offerings.
- **BOARD MEMO: DORIS RANCH MASTER PLAN PRESENTATION** - Landscape Designer Kristina Koenig Boe presented three design concepts for the main entrance to Doris Ranch. Willamalane has asked contractor SignWorks to develop concepts utilizing primarily natural stone and wood materials in an effort to maintain the historic nature of the park. Project allocation comes from remaining Bond Fund revenue, and all three designs for consideration meet US Department of Transportation Federal Highway Administration standards for vertical clearance along freeways. Board Directors shared their feedback and will support the District's decision on which concept to use.
- **BOARD MEMO: 2019 SDC REVENUE REPORT and TREND ASSESSMENT** - Eric Adams presented additional trend analysis related to FY 2018 SDC revenues for the Board to consider with regard to making adjustments to the adopted SDC fee methodology. The adopted Capital Improvement Plan allocates FY2019 funding for additional analysis of actual population growth rates and adjustments to the projected demand for new parks would be necessary if adjustments were to be made to update the current SDC fee methodology. Considerable discussion ensued.

- BOARD MEMO: UNITED FRONT UPDATE - Superintendent Wargo reviewed Willamalane's federal priorities being presented as part of the United Front that will visit Washington D.C in February. The Willamalane delegation will include Board Vice President Greg James, Superintendent Michael Wargo, and Planning, Parks, and Facilities Director Eric Adams. The main message to Congress and appropriate agencies will be to ask for the full reauthorization of the Land Water Conservation Fund (LWCF). In addition to meeting with US Senators Wyden and Merkley and Representative DeFazio, meeting requests have been made with several other agencies. Congressman DeFazio is currently the Chairman of the House Transportation and Infrastructure Committee, which may present opportunities regarding transportation and trail connectivity. The delegation is hopeful that the ongoing federal shutdown will not negatively impact the February trip.

UNFINISHED BUSINESS – ACTION ITEMS

- BOARD MEMO: 2019 HSA FUNDING - Board Directors were asked to consider approving an immediate, front-end deposit of 50% of the total annual HSA benefit for eligible Willamalane staff. Historically, the District has approved this funding in conjunction with annual insurance renewal for group medical and dental insurance. The insurance premium expiration date is February 28, 2019, and based on proposed changes for the upcoming year further research and investigation regarding premium renewal is required. The district will secure a final quote and present its recommendation for an appropriate healthcare premium at the February 13th regular board meeting. Director Beyer made motion to approve the front-end deposit into employee HSAs, effective immediately. Director Ballew seconded the motion and the motion carried unanimously with a 4:0 vote.

REGULAR BOARD MEETING

- BUSINESS FROM LEGAL COUNSEL - Nothing to report at this time.
- STANDING AND SPECIAL COMMITTEES REPORTS
 - Director James reported that Lane Council of Governments (LCOG) serves as the Public Transportation Service Provider (PTSP) for rural areas in Lane County that are outside of the Lane Transit District (LTD) jurisdiction. He explained that the LCOG Executive Board has given LCOG approval to apply for an available funding mechanism that, if awarded, would pay for costs associated with providing rural transit connections in outlying areas.
 - President Bean extended her thanks and appreciation to Eric Adams and Superintendent Wargo for their expert handling of an ongoing, 4-month community conflict situation that transpired at one of Willamalane's park locations. President Bean takes comfort in knowing that, as a representative of the community, she is confident that the situation is being handled accordingly.
- SUPERINTENDENT BUSINESS/REPORT - In addition to his report included in the Regular Board Meeting Packet, Superintendent Wargo stated that Paula Davis will be reviewing the Budget Committee and there are two upcoming openings will be available. He reminded Directors of the recent reduction of hours for the Woodshop, he mentioned the State of the City Address scheduled for tomorrow, and reported that staff will present their report on their recently completed Pay Equity Study at the February Board Meeting. Superintendent Wargo also thanked Susan Neff for covering as Executive Assistant during Jo Schutte's leave of absence. Ms. Schutte returns on January 22nd.
- UPCOMING MEETINGS/WORK SESSIONS/EVENTS - Information provided for upcoming events were listed in the Regular Board Meeting Packet for January.

ADJOURNMENT - President Bean adjourned the meeting at 7:42 PM.