

Board of Directors  
Regular Meeting  
Wednesday, July 11, 2018, 6:30 p.m.  
Bob Keefer Center for Sports and Recreation  
250 S. 32<sup>nd</sup> Street, Springfield, Oregon

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I. CALL TO ORDER

The meeting was called to order by President Bean at 6:33 p.m.

II. ROLL CALL

*Board Present:* President Bean, Vice President James, Director Ross, Director Beyer

*Board Absent:* Director Ballew

*Staff Present:* Michael Wargo, Eric Adams, Nicole Gibson, Dania Ballard, Fraser MacDonald, Emily Ring, Daniel Schewlakow, Spencer Crawford, Jodie Delsere, Erin Rice, Keith Dailey, Ronni Douglas, Sara Andreason, and Jo Schutte, Recording Secretary

*Guests:* Julie Sonam, Lisa Arkin, Sarah Dyrdaahl and Pierre Robert

III. FLAG SALUTE

President Bean led the group in the flag salute.

IV. ADJUSTMENTS TO THE AGENDA

- a. An action item was added to Unfinished Business - VII. B. iv. FY2019 Cost of Living Adjustment and Minimum Wage Increase.

V. AUDIENCE PARTICIPATION

a. *Lisa Arkin – 1192 Lawrence Street, Eugene*

Ms. Arkin, Beyond Toxics Executive Director, urged the Board to consider moving away from using toxic applications for park and open space maintenance and shared that some businesses including Laurelwood Golf Course were moving to non-toxic options. Ms. Arkin thanked the Board and encouraged them to invite her a future board meeting where she could share additional information on implementing non-toxic products for park management.

b. *Spencer Crawford – 2245 Orr Lane, Eugene*

Mr. Crawford, Park Services Specialist and current AFSCME president, appeared before the Board to express his appreciation for the collegial atmosphere and effective collaboration between management and the union during the collective bargaining process.

**c. Julie Sonam – 407 s 4<sup>th</sup> Street, Springfield**

Ms. Sonam appeared before the Board to urge Willamalane to reconsider the use of herbicides in the parks because of the impact she felt it had on the health of humans, animals and the environment. She encouraged the Board to consider using environmental-friendly measures to manage public spaces. Ms. Sonam shared a personal story and also provided handouts entitled *IUSD 2017-18 Pesticide/Herbicide List*. and *Irvine Unified School District Progressive Pest Management Playbook*.

**VI. CONSENT CALENDAR**

**A. Minutes**

1. Regular Board Meeting of June 13, 2018

**B. Claims**

06/01/18 – 06/30/18 Disbursements for Approval  
Checks #114488 through #114772

**C. Financial Report**

07/01/2017 – 05/31/18, FY2018 Monthly Report – FYTD

*Director Beyer, seconded by Vice President James, moved to approve the Consent Calendar as presented. The motion passed unanimously, 4:0. Yes Votes: President Bean, Vice President James, Director Beyer, Director Ross; No Votes: N/A.*

**VII. UNFINISHED BUSINESS**

**A. Items for Discussion**

**i. New Employee Introduction**

Eric Adams introduced Dan Schewlakow, Facilities, Operations & Maintenance Program Manager. Mr. Schewlakow shared his background and enthusiasm for his new position.

**ii. Natural Resources Department Update**

Fraser Macdonald, Natural Resources Planner, and Emily Ring, Natural Resources Specialist, gave a joint presentation on the Natural Resources Program. They showed a PowerPoint presentation that included information on the natural resources areas and management plan, the *Rivers to Ridges* regional vision and open space study, natural resource site plans for Dorris Ranch, Lively Memorial Park, Clearwater Park, Middle Fork Path, Eastgate Woodlands and Thurston Hills Natural Area, “how works gets done” with partnerships, short and long-term projects, and challenges and opportunities.

**B. Items for Action**

i. Thurston Hills Natural Area (THNA) Habitat Restoration Memorandum of Understanding

Mr. MacDonald presented an action memo included in the board packet regarding the Thurston Hills Natural Area Oak Restoration and Enhancement Phase 1. Mr. MacDonald explained that Willamalane and the Middle Fork Willamette Watershed Council had entered into a partnership and received a grant to restore and enhance the ecological integrity of oak habitats at THNA. Additionally, Mr. MacDonald proposed that revenues generated from timber harvested as part of the restoration be utilized as match funds for the grant to cover the costs of the work.

Referring to the attachment entitled *Memorandum of Understanding Thurston Hills Natural Area* draft, Mr. MacDonald requested the Board authorize staff to enter into a Memorandum of Understanding in order to identify the roles and responsibilities of both entities relating to the project and to approve the use of revenue from harvested timber to cover the costs of the work.

*Vice President James, seconded by Director Ross, moved to approved the draft Memorandum of Understanding between Willamalane Park and Recreation District and the Middle Fork Willamette Watershed Council and approve the use of revenue from harvested timber to cover costs of the restoration work at Thurston Hills Natural Area.*

*The motion passed unanimously, 4:0. Yes Votes: President Bean, Vice President James, Director Beyer, Director Ross; No Votes: N/A.*

ii. Thurston Hills Natural Area Trail Naming

Mr. Adams shared that signage and maps were being created in preparation for the opening of the mountain bike trails at Thurston Hills Natural Area and that it would be a great opportunity for staff to name the trails prior to the opening. He reported that Planning and Development staff had initiated the trail naming process and had selected names that reflected the natural features of the trails. Five names were selected from 88 staff entries.

Referring to the attachment entitled *Proposed Trail Names for Thurston Hills Natural Area*, Mr. Adams asked the Board to consider approving the names as followed: *Mossy Maple Lower Trail, Acer Spades, Yew Haw Trail, Mossy Maple Upper Trail and Camas Crest Trail.*

*Director Beyer, seconded by Vice President James, moved to approve the names of five Mountain Bike trails at Thurston Hills Natural Area as followed: Mossy Maple Lower Trail, Acer Spades, Yew Haw Trail, Mossy Maple Upper Trail and Camas Crest Trail.*

*The motion passed unanimously, 4:0. Yes Votes: President Bean, Vice President James, Director Beyer, Director Ross; No Votes: N/A.*

iii. Award Bid for Island Park Restroom Replacement

Mr. Adams reported that a request for proposal for Island Park Restroom Improvements was sent out on July 10<sup>th</sup> and one bid was received from Romtec, Inc. for \$230,618. The

base bid included demolition, construction, new concrete sidewalks and new sewer line. Mr. Adams referred to two attachments entitled *Bid Record* and *First Tier Sub-Contractors for Romtec, Inc.* Mr. Adams asked the board to authorize the superintendent to finalize a contract with Rometec, Inc.

President Bean asked if the bid included demolition of the current restroom and if the quality of the new restroom would be of the same quality. Mr. Adams said that it would include demolition and that quality would be similar and most likely better.

Vice President James suggested building with split face blocking and to coat the restroom with graffiti resistant coating.

Director Beyer asked if unisex bathrooms instead of separate male/female restrooms were being considered. Mr. Adams said the plan was to go forward with gender-specific stalls which would prevent vandalism and other issues that were present with single stall restrooms.

President Bean asked if two stalled restrooms would be enough for foot traffic at Island Park. Mr. Adams felt that two stalls per side would be sufficient.

*Vice President James, seconded by President Bean, moved to authorize the superintendent to finalize a contract with Romtec, Inc. for restroom and site improvements at Island Park for \$230,618.*

*The motion passed unanimously, 4:0. Yes Votes: President Bean, Vice President James, Director Beyer, Director Ross; No Votes: N/A.*

#### **iv. FY2019 Cost of Living Adjustment for Minimum Wage Increase**

Nicole Gibson, Administrative Services Director, reported on the increase in the minimum wage and the 2.3 percent COLA increase for FY2019. Referring to the action memo in the board packet, Ms. Gibson stated that the increased minimum wage would affect Willamalane's wage scale for ranges B through E. Additionally, she reported that staff had budgeted for a 2.3 percent COLA increase but on-going negotiations with AFSCME were still in process and could affect the budget.

Ms. Gibson referred to the attachments entitled *FY2018 Wage/Salary Schedule* and *FY2019 Proposed Wage/Salary Schedule* that reflected the new hourly, monthly and yearly ranges which incorporated the minimum wage increase and 2.3 percent COLA. If the 2.3 percent COLA was approved, she noted that bargaining unit staff would not receive a COLA until the AFSCME contract was ratified, but that non-bargaining unit staff could receive the COLA effective July 1, 2018.

*Vice President James, seconded by President Bean, moved to approve a 2.3 percent cost of living adjustment for all non-bargaining unit employees effective July 1, 2018 and to approve increases in ranges B through E to the wage scale.*

*The motion passed unanimously, 4:0. Yes Votes: President Bean, Vice President James, Director Beyer, Director Ross; No Votes: N/A.*

## VIII. EXECUTIVE SESSION

*The Board went into executive session at 7:26 p.m.*

President Bean read the purpose of the session: Per ORS 192.660 section (2) subsection (d), there was an executive session to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

After discussions concluded for ORS 192.660 (2) (d), the Board continued the executive session to discuss ORS 192.660 (2) (e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

*President Bean, Seconded by Vice President James, moved to close the executive session at 8:26 p.m.*

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## X. REGULAR BOARD MEETING (continued)

### A. Business from Legal Counsel

Dwight Purdy, Willamalane legal counsel, shared that issues regarding the Weyerhaeuser landfill were almost complete.

### B. Standing and Special Committee Reports

None for this meeting.

### C. Superintendent's Business

#### i. Superintendent's Reports (June 2018)

There were no questions regarding the report included in the agenda packet. Superintendent Wargo added the following:

- The letter of protest submitted to the BLM was helpful and that plans to clear cut forest near THNA was postponed.
- The Board was invited to attend the grand opening celebration of the new mountain bike trail system at THNA scheduled for Saturday at 1:00 p.m.
- The Sounds Like Summer Concert and Movies series was up and running. Movies would be played at Willamalane Park, and concerts would be held at Island Park.
- Management staff were appreciative of the efforts of the AFSCME bargaining team lead by Spencer Crawford and said that it had been a meaningful process and experience.

**D. Upcoming Meetings/Work Sessions/Events**

- July 11 – Lifetime of Discovery Story Stage, 1:00 - 3:00 p.m., Adult Activity Center
- July 11 – Board of Director’s Meeting 6:30 p.m., Heron Room
- July 14 – Mountain Bike Trail Opening, 1:00 p.m., Thurston Hills Natural Area
- July 28 – Children’s Celebration, 10:00 a.m. to 2:00 p.m., Island Park
- August 24 – Tap & Taste, 5:00 - 9:00 p.m., Downtown Springfield – 5<sup>th</sup> and A Streets

**XII. WRITTEN COMMUNICATION**

None at this meeting.

**XIII. REMARKS FROM THE DIRECTORS**


Vice President James shared that Lane Council of Governments would be installing a new phone system soon.

**XIV. MESSAGES AND PAPERS FROM THE PRESIDENT**

None at this meeting.

**XV. ADJOURNMENT**

President Bean adjourned the Board meeting at 8:37 p.m.



Michael Wargo, Secretary