

Draft minutes for January 23, 2018 WCDC/Parks and Recreation Meeting

Members present: Tim Crampton, Linda Crampton, Jim Davis, Tom Delph

Tim read the minutes for our November 2017 meeting and gave a current financial report. Both the minutes and the financial report passed unanimously. We have \$855.64 in the City budget line item, \$3741.09 in the Oregon Community Foundation line item for the covered wagon site, \$405.48 in the Hodaka Club line item and \$2248.17 in the Brick Fund.

Tim reported on the following items:

Sheldon had contacted him to announce that there would be a County-wide planning meeting at 2:30-4 pm tomorrow in Rm 114 at the Courthouse to discuss affordable housing in our area. We should try our best to get someone to attend this meeting. Neither Tim nor Sheldon can attend due to scheduling conflicts.

The owner of the Blue Mtn Tavern is Chris Neal (Tri-Cities) and he may be contacted at 1-509-783-2137 or at his attorney's office FieldingNeal.com. Mr. Neal has given the Blue Mtn Tavern property to his daughter and that she can be reached at the above contact points.

Bricks have fallen from the roof of the Daryl Clifton green brick building on Main Street. Daryl's heirs have been notified (his daughter's name is Stacey).

Sheldon was not able to turn in a grant application to the AWERES Foundation for a new reader board at the Heritage Wall. He will submit a grant application for the reader board to the Wildhorse Foundation.

We discussed the urgent need to fabricate the new signs for the Weston City Park as Pioneer Picnic is rapidly approaching. Emphasis on this project will be given to the Parks and Recreation Committee and Sheldon. These signs should include the following: "Dawn to Dusk", "No Dogs", "No Bikes", "No Smoking", "No Alcohol", "No Glass", with possibly six signs, three in English and three in Spanish. City Council will make the final decisions on these signs.

Linda reported that the Methodist parsonage is for sale and priced at \$35,000. This property could possibly be used for Senior/Affordable housing.

Linda also noted that as Weston needs new sidewalks that the City needs to consider the repair or replacement of our sidewalks at the upcoming Budget meetings in April.

Jim reported that the south end freight wagon site will be worked on this Spring when the weather gets better.

He also asked about the status of the \$175,000 T.Q.M. planning grant to reconstruct Water Street. Tim will check on this status.

Tim reported that Chamber of Commerce will host the annual City Council Town Hall meeting/dinner on Monday, February 26 at 5:30 pm. at the Memorial Hall.

Our next meeting is scheduled for Tuesday, February 27, 2018 at 7 pm.

Cordially submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes for February 27, 2018 WCDC/Parks and Recreation Meeting

Members present: Tim Crampton, Linda Crampton, Jim Davis, Tom Delph, Rick Stephens, Chuck Price, Loy Knudzen

Chuck read the minutes to the January 23, 2018 meeting which passed after correcting the "TQM" grant was changed to the "TGM" grant and Daryl Clifton's son's name is Jon. The financial report passed unanimously. We have \$3741.09 in the Oregon Community Foundation line item for the covered wagon site, \$855.64 in the City budget line item, \$405.48 in the Hodaka Club line item and \$2248.17 in the Brick Fund.

Tim explained to the group that Sheldon had requested that we join the nonprofit National Trust for Historic Preservation with a membership fee of \$250. This will enable him to apply for a \$50,000 grant using their 501c3 status to renovate the Daryl Clifton Estate green brick building on Main Street. Sheldon thought we had a good opportunity of obtaining this grant. The Clifton heirs wrote us a check for \$250 to enable our organization to pay the membership fee for the above organization. The Clifton heirs have made a commitment to invest \$16,000 in matching funds to apply for an additional \$140,000-\$150,000 grant for this building's renovation. The City Mayor approved this action and Tim concurred after telecom consultations with committee members.

The motion was made to join the National Trust for Historic Preservation for \$250 as long as the City, WCDC, and Parks and Recreation Committee are not held financially responsible for any reimbursement for not completing this project only for the Clifton's heirs green brick building on Main Street. Motion passed unanimously. The primary stipulation was that the City, WCDC and Parks and Recreation Committees would not be under further financial obligations to complete the building renovation if funding or reconstruction did not proceed as planned.

Tim reported that Sheldon had requested our concurrence to his applying for a \$100,000 State Parks grant to renovate the Park kitchen with a new electrical control box, new grills, stove hood and other needed items. This grant would also have money to install an exterior gravel walkway, interior concrete pathway, new security lights and more benches. The grant requires \$10,000 in matching which would be provided by the City. The motion was made to allow Sheldon to apply for this grant which passed unanimously. Discussion followed that we need to be mindful of the city employees' efforts to manage neat and tidy landscaping for the exterior gravel path and/or interior concrete paths. Loy expressed concern that Pine Creek is seriously eroding the streambank edging on the eastern side of the Park. Sheldon had previously been working on a grant to fill in heavy duty rip rap rock and landscaping to resolve this serious erosion problem. Loy asked for a status update on this grant request. Loy also thought that we needed no more than 25 new benches for the Park which the committee concurred with. Sheldon had stated that we could possibly buy very good used benches from Pendleton's Parks Dept. We discussed the need to install new signs at the Park to notify persons who wanted to reserve the kitchen that they must contact City Hall persons to make reservations and arrangements. Loy stated that the City purchases many of their signs from the Traffic Safety Co. in Portland which we could contact for cost estimates. Chuck suggested that we also contact Morris Signs on the Milton-Freewater highway for cost estimates.

Loy requested that we or the City strongly consider spraying special chemicals at the covered wagon site to control the puncture weed problem in that area. Chuck commented that we should either complete the purchase of the covered wagon site or get the Jacksons' (owners) approval to spray this area. Tim said that he would request that Sheldon gets approval from the Oregon Community Foundation to use the \$3741.09 in that City budget line item to purchase the covered wagon site from Sherry and Tim Jackson.

Tim reported that the Polo property on north Water Street was available for sale for \$60,000 for a future senior housing site. The committee agreed that this price was too high for the property. We would also

need to confirm with the County Property Tax Dept as to current assessed and RMV values, bank loans on this property, bank liens, utility service liens and City cleanup efforts liens.

Tim will check with Stan Stradley of Umatilla Housing Authority (private corp) to determine if his company is still interested in managing our Senior Housing project.

Tim reported that Sherry Stewart from the State Shippo office will be available for meetings in our area toward the end of March. Thus we decided to make our next meeting date to be determined based on her schedule such that we could also meet with Sherry to discuss further historic renovation projects in Weston.

Respectfully submitted
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes for April 24, 2018 WCDC/Parks and Recreation Committee meeting

Members present: Linda Crampton, Tim Crampton, Tom Delph, Sheldon Delph, Loy Knudzen, Chuck Price

Chuck read the minutes for the March 27, 2018 WCDC/Parks and Recreation Committee meeting and gave a current financial report. Both the minutes and financial report passed unanimously. We have \$3741.09 in the Oregon Community Foundation (OCF) line item for the covered wagon site, \$855.64 in the City budget line item, \$405.48 in the Hodaka Club line item and \$2248.17 in the Brick Fund.

Tim reported that Cycle Oregon will be touring our area in mid-September. They would like to use the City park on September 12 as a rest and lunch stop. Cycle Oregon will encompass approximately 500 participants, they estimate that will require 24 persons to serve their cyclists lunch and they will provide all necessary beverages and lunch materials. We discussed that we will need additional volunteers to help our committee with this commitment. Tim will contact the Cycle Oregon organizers for more information. Previously we have performed this service earning approximately \$500.

Rick stated that Humbert's will do their annual Community Cleanup Days on May 5 and 6. The motion was made and passed unanimously to pay for one-half the cost of a large dumpster with the understanding that the City will pay for the remaining one-half cost. This dumpster will be placed at the City shop. Previously this contribution has cost us approximately \$125. Rick also reported that he had received permission from the Jacksons to spray the covered wagon site for weed control.

Sheldon stated that he had received verbal confirmation from OCF that we could use the \$3741.09 in the Oregon Community Foundation line item to purchase the covered wagon site from the Jacksons and pay closing costs. As we have had this grant for 3-4 years they are unable to give us written authority to purchase this property. Tim will submit this request at the next City Council meeting to get their approval to make an offer to purchase this property. Chuck has a copy of Spurgeon Enterprise's land appraisal which he will give to Tim before the Council Meeting. Sheldon has also applied to the Wildhorse Foundation for the first quarter 2018 grant cycle for monies to purchase and install the electronic reader board at the Heritage Wall.

Tim reported that the County Commissioners have taken possession of the McIntosh property north of the covered wagon site and will transfer this property to the City in the near future. The Commissioners are concerned about proper plant/weed control for this land parcel. Chuck will check with Bob Cain to insure that Cain will hay this property in the near future to curb weed problems.

Sheldon stated that the WCDC does not have 501c3 tax status and that he will use the National Historic Preservation organization's 501c3 status to apply for the initial \$100,000 grant to refurbish Elliott Memorial Park. He is estimating total park renovation costs could be \$300,000 depending on the cost of routing and landscaping costs for the storm water drainage through or around park. The additional monies will be applied for in follow-on yearly grant cycles. Chuck will contact Doug Winn to ask him to complete a landscape plan view map of the proposed park renovations with interior walking pathway and storm water drainage subsurface structures. Sheldon stated that the City has the wording for the new park signage. Tim will give Sheldon the approved wording from the next City Council meeting. Sheldon estimated that the six new signs would cost approximately \$200.

Our next meeting is scheduled for May 22, 2018 at 7 pm.

Respectfully submitted,

Chuck Price, WCDC Secretary-Treasurer

A slight correction on the paragraph regarding the National Trust for Historic Preservation grant. NTHP is the grantor, and they do grants only to registered 501(c)3 non-profits or to governmental organizations. WCDC is applying for the grant using its governmental agency status.

I realize that it is a fine distinction, but I want to make sure that it is correct on paper!

--Sheldon

Draft Minutes for May 22, 2018 WCDC/Parks and Recreation Committee Meeting

Members Present: Jim Davis, Rick Stephens, Tom Delph, Chuck Price

Chuck chaired the meeting as Tim was attending a concurrent Pioneer Association meeting.

Chuck read the minutes from the April meeting and gave a current financial report. Both the minutes and the financial report passed unanimously. Currently we have \$3741.09 in the Oregon Community Foundation City budget line item for the north end covered wagon site, \$855.64 in the City budget line item and \$2248.17 in the Brick Fund. Previously we had \$405.48 in the Hodaka Club City budget line item. Per Debbie's report, on March 3, 2018 the City received an additional \$400 Hodaka Club donation to the WCDC. The City Council had voted to spend a portion of this additional \$400 grant on flowers for Main Street. Debie's report had shown that \$18.23 had been spent from this line item. As we were unsure about this expenditure Chuck had asked Sheila to confirm that this \$18.23 had been spent by Debi on Main Street flowers. She will try to confirm this expenditure. **Thus now we now should have \$787.25 in the Hodaka Club line item (\$405.48 + \$381.77).**

Tom reported that Sheldon had applied for a \$100,000 grant to make renovations at the Elliott Memorial Park.

Jim confirmed that he, Rick and Tom would meet Wednesday morning to move the freight wagon to the new south end wagon site.

Chuck stated that we need to finalize the WCDC's budget plan for the City's current fiscal year as the City will close their fiscal year accounting books on June 30. Jim suggested that we possibly could buy one tree to plant at each of the two wagon sites or a white picket fence for the new south end site. He will check with Scott to determine if there are other projects in Weston that the City wanted to complete but were not able to work on due to problems at the new sewer lagoon. Tom suggested that we buy a new five-foot movable gate at Elliott Park as the old one is not repairable. Rick suggested that we buy more benches for the City Park. Chuck stated that we will need to purchase another U.S. Flag for the south end wagon site. Tim had passed the information that we could purchase new Main Street banners, another banner arm and enclosure end caps for some of the banner arms. We will also check with Sheldon to determine if he knows of other projects that will require funding before June 30, 2018. We decided that Tim could decide on the date of our next meeting to finalize our plans for the WCDC's fiscal year-end project completions.

Respectfully submitted,

Draft Minutes for June 7, 2018 WCDC/Parks and Recreation Committee Meeting

Members Present: Tim Crampton, Linda Crampton, Peggy Reichert, Rick Stephens, Jim Davis, Tom Delph, Chuck Price

Chuck reported that we have \$855.48 in the City budget line item. Our committee made the following decisions on how best to complete the WCDC's fiscal year-end expenditures:

The motion was made and passed unanimously for Linda to spend up to \$250 on flowers for Main Street and the Mini-Park. These funds will be deducted from the Hodaka Club line item.

The following expenditures will be deducted from the City budget line item and the invoices need to be submitted to City Hall by June 15, 2018. The motion was made and passed unanimously for Chuck to purchase a new U.S. Flag for the south end wagon site from Elemer's Flags in Portland for not more than \$66.

The motion was made and passed unanimously for Jim to spend up to \$550 for eight sections of cedar fencing (eight foot each), five pressure posts, ten post anchors and miscellaneous hardware for the new picket fencing at the south end wagon site.

The motion was made for Tom and Rick to spend up to \$200 to purchase a new walk-in movable gate, posts, and miscellaneous hardware at Elliott Park. This motion was amended that this expenditure will be deducted from the Parks and Recreation Committee City budget line item as long as the Parks and Recreation Committee has these funds available. If not, not these funds will be deducted from the WCDC City budget line item. The amended motion passed unanimously.

Tim discussed that we will soon need to schedule a special open and closed session meeting with the City Council to discuss the purchase of the north end covered site from the Jacksons using funds from the Oregon Community Foundation City budget line item.

Our next meeting is scheduled for June 26, 2018.

Respectfully submitted,

Draft minutes for June 26, 2018 WCDC/Parks and Recreation Committee meeting

Members Present: Tim Crampton, Linda Crampton, Tom Delph. We did not have a quorum as Rick Stephens, Peggy Reichert, Chuck Price and Sheldon Delph did not attend due to family medical issues.

Tim reported that Sheldon was not able to apply to the Wildhorse Foundation for funding for the new reader board at the Mini-Park. He will apply for this grant before October 1.

Tom stated that he was not able to find a commercial heavy duty five foot gate at Home Depot for a new entrance to Elliott Park. He will continue to look at other venues for this purchase.

Tim stated that we will schedule an Executive Session after the July City Council meeting to discuss the purchase of the north end covered wagon site from Tim and Sherry Jackson. Sheila Jaspersen will make copies of our property appraisal for distribution to the WCDC/Parks and Recreation Committee members and the City Council members for their consideration before this Executive Session.

The group discussed the construction of a new welcoming sign to Weston at the new south end freight wagon site. Tim will ask Chuck to inquire whether Mike and Judy Dowd would be willing to work on this project this winter and whether Mike had sufficient materials or if we needed to purchase more wood and painting supplies. The group decided that they were very impressed with the artwork and verbiage of the welcoming sign at the north end covered wagon site. They thought that very similar artwork and verbiage be used for the south end wagon site welcoming sign.

Our next meeting is scheduled for July 24, 2018.

Respectfully submitted,

Chuck Price, WCDC Secretary-Treasurer

Draft Minutes for July 24, 2018 WCDC/Parks and Recreation Committee Meeting

Members Present: Tim Crampton, Peggy Reichert, Rick Stephens, Tom Delph, Jim Davis, Chuck Price

Chuck read the minutes and gave a current financial report. Both passed unanimously after Tim made one correction to the minutes. He stated that the City Council had already met twice in executive session to discuss the purchase price for the Jackson's property where the north end covered wagon site is located. He will give our group these updates tonight. Financially, we have \$3685.20 in the Oregon Community Foundation City budget line item, \$606.90 in the Hodaka Club budget line item, \$1200 in our City budget line item, and \$2248.17 in the Brick Fund. It appears that as planned we turned back \$279.58 to the City as unused funds from our 2017-2018 City budget line item. Chuck will reconfirm with the City Recorder.

Chuck reported that he had not seen Mike Dowd to determine if he is available this winter to construct a new welcoming sign at the new south end freight wagon site. He will work on contacting Mike before the next meeting.

Tim will check with Mayor Spurgeon to finalize the verbiage for the new signs at Elliott Memorial Park as the State laws have been changed.

Peggy commended and we all agreed that Jim and Leonard Davis had gone a great job erecting the new picket fence at the freight wagon site. We discussed planting a new tree at this site. A motion was passed to plant a pine tree near the freight wagon. Jim will talk with the City employees to determine how close is the nearest water line and if they could help us out with this project. Tom will be charge of erecting a new flagpole at this site. Tim will email Jim with his contacts to purchase a new commemorative plaque recognizing Suzi Hoepfner for her contributing the freight wagon.

Regarding purchasing the north end covered wagon site, Tim stated that the City Council had reviewed our land appraisal. As the approximately the .25 acre parcel is a nonbuildable lot and was appraised at \$500 the City Council approved offering up to \$2000 for the parcel. Since the Jacksons have been very cooperative in letting us use the property for over five years our group decided that the property was worth more than the appraised value to for our purposes. A motion was passed unanimously to offer them \$1500. As the property would come under City liability insurance when sold to the City we are hopeful that the Jacksons will approve this sale. The purchase monies will come from the WCDC's Oregon Community Foundation City budget line item. Tim, Chuck and Rick will discuss this offer with the Jacksons next week. Chuck will contact them to determine the best time to meet with them.

Tom reported that Jerry Frison had sent him another time period appropriate water barrel to be emplaced on the covered wagon. Tom will finalize how best to secure this enhancement for the covered wagon. Everyone thought that Jerry's efforts were very nice and we want to send him a big THANK YOU!!. Tom will continue looking for an new enlarged commercial heavy duty gate for Elliott Park.

Our next meeting is scheduled for August 28, 2018 at 7 pm.

Cordially submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft minutes for August 28, 2018 WCDC/Parks and Recreation Committee meeting

Members present: Tim Crampton, Rick Stephens, Tom Delph, Jim Davis

Tim will check with Mayor Spurgeon regarding the new sign's verbiage at Elliott Memorial Park.

We had a lengthy discussion about the new south end freight wagon site. Jim will check on a new flagpole and talk with City employees about moving the large decorative rock and releveling it. He will also inquire about present City water lines before we do more digging at the site. The need to put up new signage at both wagon sites was discussed. It was noted that we needed to put signs stating that visitors were not to climb on the wagons to prevent a liability issue for the City. Suggested signage included DO NOT CLIMB ON WAGON.

The purchase of the north end covered wagon site from the Jacksons was discussed. It was decided that we would offer the Jacksons \$2000 for lots 3-5 and 8-12 west of old Oregon-Washington Hwy 11. The discussion followed that we would need to negotiate the additional costs of title insurance, legal fees and recording fees.

Our next meeting is scheduled for September 25, 2018 at 7 p.m.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft minutes for September 25, 2018 WCDC/Parks and Recreation Committee meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Tom Delph, Peggy Reichert, Chuck Price

Chuck read the minutes for the July 24, 2018 and August 28, 2018 WCDC/Parks and Recreation Committee meetings. Chuck also gave a current financial report. We have \$3685.30 in the Oregon Community Foundation line item for the covered wagon site, \$1200 in the City budget line item, \$606.90 in the Hodaka Club line item and \$2248.17 in the Brick Fund. Sheila had reported to Chuck that the bank had mistakenly withdrawn the City's state payroll taxes from our Brick Fund. She discovered the bank's error, all entries and charges were reversed to correct the Brick Fund balance back to \$2248.17. Both the two meetings set of minutes and the financial report were passed unanimously.

Tim reported that the Chamber of Commerce's efforts during the Cycle Oregon's activities at Elliott Park were a complete success. The Chamber will receive \$2000 from Cycle Oregon and based upon member participation has decided to give the Athena-Weston Lion's Club \$200 and the WCDC \$900. We discussed that this \$900 might be put into the Hodaka Club city budget line item. Tim will check with the City clerk as to where best this amount should be placed into the WCDC accounts in the City budget line items.

Linda showed our group photos of Umatilla's new reader board. They have a great reader board that looks very nice and is very functional for distributing news of upcoming events in the west Umatilla County area.

A motion was made and passed that the sign verbiage on the covered wagon and freight wagon should read "KEEP OFF". Linda and Peggy constructed these signs and they will be placed on the wagons.

The motion was made and passed to offer the Jacksons \$2000 for their property west of old Hwy 204 in parcels 4-12, lot 300 and parcels 3-5, lot 201 west of old highway 204. In conjunction with this offer we will ask the City Planning Commission to vacate Jefferson street, Macaroni Street and an alleyway that runs north-south from Depot Street to the old Hwy 204 in tax lot 300. We will request that the City transfer these vacated areas to the Jacksons. We estimate the closing costs for this purchase at \$400 which we would propose to be split with the Jacksons for their property. We will also utilize Chris Wallace for legal services based upon her estimated costs.

Our next meeting is scheduled for October 23, 2018 at 7 pm.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer