

Draft Minutes for January 22, 2019 WCDC/Parks and Recreation Committee Meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Tom Delph, Chuck Price
Guest: Lois Phillips our new City Council Liaison person

Chuck read the minutes for the October and November 2018 meetings and gave a current financial report. Both reports passed unanimously. Our December 2018 meeting was cancelled as it was too close to Christmas Day. We have \$3685.30 in the Oregon Community Foundation City Budget line item for the covered wagon site, \$1200 in our City Budget line item, \$606.90 in the Hodaka Club line item and \$2248.17 in the Brick Fund.

Tim explained our City Budget line item entries to Lois. The motion was made and passed to put the \$900 that we received from the Weston Chamber of Commerce for our help at Cycle Oregon into a separate line item in the City Budget. Lois Phillips will bring up this motion at the next City Council meeting.

Tim reported that Sheldon will write a new grant request for an estimated \$12,000 cost for a new reader board at the Mini-Park to the Wildhorse Foundation for the quarter ending March 31, 2019. Sheldon will also write a grant request for the Elliott Park Renovation project to the State Parks Commission this Spring.

Linda reminded the commission that we need to install new plaques on the Pine Creek fence brick pillars recognizing past grant donations from the Wildhorse Foundation, the AWERES Committee, the County Commissioners, etc. Chuck will research this information with Sheldon. Jim will check on the cost of these plaques with Wylies Gravestones and other sources.

Loy stated that he and Rick Stephens had not been able to contact the Jacksons regarding the purchase of the covered wagon site. Loy will go with Rick to the Jacksons to discuss our \$2000 offer.

We discussed that the final verbiage for the new signage at the Elliott Memorial Park would need to be completed by the City Council. A motion was passed that Tim will contact Sheldon for more information and ask Lois to bring up the verbiage and new signage for the Council's final approval.

Jim reported that he had talked with Mike Dowd and Mike will construct a new sign for the south end wagon site. We all agreed that we will purchase the materials for this new sign. Jim will also check into purchasing new engraved plaques in cement rock recognizing Suzi Hoefpner for her donating the freight wagon and Corey Thacker for his donation of rockwork and leveling the wagon site. Loy and Tom will work on erecting a new flagpole at the site.

Loy will give Tom Julie Schuld's phone number so that he can contact her husband to work on constructing and erecting a new enlarged drive-through gate at the Elliott Memorial Park.

Our next meeting is scheduled for THURSDAY, February 28, 2019 at 7:30 pm. to accommodate Rick's new work schedule.

Respectfully submitted,
Chuck Price, Secretary-Treasurer WCDC

A couple of corrections, Chuck. The business name is Wylie Monuments. Also, the AWERE Foundation, rather than Committee. I will need information regarding what projects will be covered by the plaques.

Thanks for all that you do!

--Sheldon

Draft Minutes for February 2019 WCDC/Parks and Recreation Commission meeting

Members Present: Tim Crampton, Jim Davis, Tom Delph

Due to bad snowstorm we did not have quorum present. No minutes were read or financial reports reviewed.

We discussed the purchase of a flagpole for the south end wagon site. Loy reported that he had an estimate from Liberty Manufacturing for a new 25 foot telescoping flagpole for \$455.

Tom reported that he could not find a fence builder to construct a new walk through gate at Elliott Memorial Park. Julie Schuld's husband has retired so we may have to fix the old gate.
We also discussed the new signage at the Elliott Park.

Our next meeting is scheduled for Thursday, March 28, 2019 at 7:30 pm.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes from WCDC/Parks and Recreation Commission March 28, 2019 Meeting

Members Present: Tim Crampton, Linda Crampton, Chuck Price, Jim Davis, Tom Delph
Guest: City Council Liaison Lois Phillips

Chuck read the minutes from our January and February 2019 meetings and gave a current financial report. We have \$3685.30 in the Oregon Community Foundation line item for the covered wagon site, \$1200 in our City Budget line item, \$606.90 in the Hodaka Club line item and \$2248.17 in the Brick Fund. Both the minutes and financial report passed unanimously.

Lois showed the Commissions her photo of a wooden lettered park sign taken at a State Park in Kentucky. We all agreed that this example would work well for our park sign. Tim will coordinate with Lois on other additions that should be made for our park sign. We passed a motion unanimously that Lois should bring up the topic of this completed version for our park at the next City Council meeting. Lois will send this photo to Jim and he will check with Mike Dowd to get an estimated cost from Mike to construct this sign for us.

Loy had reported via emails that he had found a 25 ft telescoping flagpole with Liberty Manufacturing costing \$455 for the south end wagon site. Chuck reported that the same flagpole could be purchased from Liberty for approximately \$300 on sale. Chuck will coordinate this information with Loy. Jim will check with his source for the cost of "faux rock" commemorative plaques poured in concrete to thank Suzi Hoefpner and Corey Thacker for their donations at the south end wagon site. Loy also reported that the Jacksons were interested in selling us the covered wagon site and would get back to us with a purchase price. As Loy is having medical problems Tim and Linda will contact the Jacksons for an update.

Chuck reported that he is working with Sheldon to complete a list of projects and donation grants to make more plaques to emplace on the brick columns of the decorative fence over Pine Creek on Main Street. Jim will get an estimate for costs to make these new plaques and emplace them from Wylie Monuments.

Tom reported that Julie Schuld's husband has retired from the fence building business and is not able to help us replace the old walk through gate at the Elliott Memorial Park. Tim stated that Howard Culbertson knew of a fencing service in Walla Walla and Tim will contact Howard to get contact information.

Chuck will contact Rick and Peggy to determine how our new Thursday night meeting schedule is working for them.

Our next meeting is scheduled for Thursday, April 25 at 7:30 pm.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes for the April 2019 WCDC/Parks and Recreation Commission Meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Rick Stephens, Peggy Reichert

Chuck was not in attendance so no minutes from the March 2019 meeting or financial reports were available.

Tim reported that Sheldon had submitted a grant request to the Wildhorse Foundation for the new reader board at the Mini-Park estimated to cost \$12,000.

The new signage at the Elliott Park was discussed. Loy has a copy of what has been approved. Tim will call with the League of Oregon Cities to check on their guidelines.

It was decided that all members should do their best to attend the next City Council meeting to support WCDC representation.

A motion was passed to spend \$250 on flowers for Main Street and the Mini-Park.

A motion was passed to spend \$150 to help the City pay for a dumpster during Cleanup Days.

Tim will make calls for help for the new walk-in gate at the Elliott Park.

Discussion was held about updating the grant sponsor plaques on the brick columns emplaced on the Main Street Pine Creek bridge fence. Some grant donors of distinction would be the Wildhorse Foundation, AWERES Committee, and the Carolyn Thomas family (for their brick donations).

Our next meeting is scheduled for Thursday May 23, 2019 at 7:30 pm.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Chuck, a couple of additions and a correction for the grants and plaques: it should be The AWERE Foundation, and also include State Historic Preservation Office, Umatilla County Economic Development, and Oregon Department of Transportation, Oregon Main Street, OregonTrail Coalition, and the Ford Family Foundation. I am fairly certain that the Thomas family is already listed on the fence. Should Cycle Oregon also be listed?

-- Sheldon

May 23, 2019 WCDC Meeting Draft Minutes

Members Present: Tim Crampton, Chuck Price, Loy Knudzen, Linda Crampton, Peggy Reichert, Rick Stephens

Chuck read the April meeting minutes and gave a current financial report. Both passed unanimously. We have \$3685.30 in the Oregon Community Foundation line item for the covered wagon site, \$151.90 in the Hodaka Club line item of which \$150 is committed to paying for our ½ share of the Humbert dumpster at Cleanup Days, \$1200 in the City budget line item minus the reimbursement to Scott Carlson estimated at \$250-\$400 for the flowers he purchased for Main Street and the Mini-Park and \$2248.17 in the Brick Fund.

Motion was passed that due to the miscommunication with Chuck and Scott Carlson that the WCDC will authorize the full reimbursement to Scott for his out of pocket expenditures for flowers for Main Street and the Mini-Park.

Tim reported that he did not have a current update on Sheldon's grant request to the Wildhorse Foundation for a new reader-board at the Mini-Park.

Tim stated that he did not have the State's guidelines for new signage at the Elliott Park. He also reported that he had contacted the Jacksons about purchasing the covered wagon site but had been unable to get together with them. He will call them to set up an appointment.

Chuck will call Jim to inquire whether he has acquired cost estimates to engrave the plaques on the brick columns on the Main Street bridge fence and on the commemorative rock at the south end freight wagon site.

A motion was made to authorize Chuck to purchase a new 4 x 6 ft. flag for up to \$80 including shipping for the south end wagon site.

Peggy will call PPL to get a cost estimate to set a power pole and security light at the south end wagon site.

A motion was made to spend up to \$800 for this new service light, purchase new park bench/tables from the City of Pendleton and Main Street banners.

Our next meeting is scheduled for Thursday, June 27, 2019 at 7 p.m.

Cordially submitted,

Draft minutes for June 27, 2019 WCDC/Parks and Recreation Committee Meeting

Members Present: Tim Crampton, Linda Crampton, Chuck Price, Loy Knudzen

Guest: Lois Phillips (Council Liaison)

Juan Avila

Although we did not have quorum, Chuck read the minutes for the May 2019 meeting and gave a current financial report. These reports will have to wait until the July meeting for corrections and/or approval.

Tim reported that there are not recent state guidelines for the new signs at the Elliott Memorial Park. He stated that the City Council had approved new signage guidelines at least two months ago. The group decided that we needed one set of new signage at the main walkthrough gate and another set at the walkthrough gate on Water Street. Chuck will make contact with the Signmen business in Pendleton to obtain cost estimates.

Tim stated that we did not get new grant funding for the Reader Board at the Mini-Park from the Wildhorse Foundation. Sheldon will re-apply during the next funding cycle. He also reported that Pendleton has decided to keep their bench-tables that we were inquiring to purchase for the park.

Tim reported that he had not contacted the Jacksons yet regarding our purchasing the covered wagon site. He stated that the Jacksons had purchased the McIntyre property north of the covered wagon site from the Umatilla County Tax Department.

Loy stated that due to vandalism in front of the LongBranch Restaurnat we are one-half banner arm short for the Main Street lamp-posts. Chuck stated that previously we were short one usable banner arm due to the lack of the finial end ball. Loy and Tim will check to see if the top lock ball on the new flag pole would work on the banner arms. If so, Loy will contact Elmer's Flags to see if we could purchase just the top lock ball. Chuck stated that the nearest machine shop is possibly in Pendleton (operated by Chris Mayer's brother) or there is another machine shop associated with the John Deere dealership in Island City.

Loy reported that there were several loose name plaques sitting on top of the Heritage Wall that needed to be reglued onto the bricks. We discussed using the original glue versus the special glue from Lowes that we have been using. Chuck will discuss this process with Jim and when should we reglue the name plaques to the bricks. Tim will check the Heritage Wall to determine how many name plaques need to be re-glued.

Tim discussed two sources of new banners ranging in cost \$60-\$108 each. He also has found a new solar light costing approximately \$30 at Home Depot for the flag at the south end freight wagon site.

Chuck will check with Jim to determine if he has gotten cost estimates to emplace the new donor plaques on the Main Street bridge brick columns and a handicapped-accessible walkthrough gate at the park.

Juan Avila then arrived at the meeting and reported that the East Umatilla Rural Fire District people wanted to join the Parks and Recreation Committee and assume sponsorship of Elliott Memorial Park. Juan's park committee of three persons will propose to the City Council to separate the Parks and Recreation Committee from the WCDC. Juan stated that he had applied for \$65,000 in ten grants for the park and was confident that the new Parks and Recreation Committee would receive at least \$30,000. He is in the process of applying for four more grants for the park. His group's intentions are to completely refurbish the kitchen and bathroom areas, new fencing, new signage, new playground equipment, new buried electrical power lines along with other improvements.

An extensive discussion followed about the location of the new Reader-Board. Juan felt that since the majority of community activities would occur at the park that the Reader-Board should be installed at the park. Linda and Chuck strongly thought that since the majority of Weston's traffic flow passed through the intersection of Water Street and Main Street that the Reader-Board should be placed at that intersection near the Mini-Park. This would ensure much better event information dissemination to all Weston residents and travellers through Weston.

As the City Council has the final decision on new installations then the City Council will have to make this location decision on the Reader-Board.

Our next meeting is scheduled for Thursday, July 25 at 7:30 P.M.

Draft minutes for July 25, 2019 WCDC/Parks and Recreation Committee meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Chuck Price, Loy Knudzen
Guest: Jack Jaspersen Council Liaison: Lois Phillips

Chuck read the May and June 2019 meeting minutes and gave a current financial report. The May minutes and the current financial report were passed unanimously. We have \$3685.30 in the Oregon Community Foundation City budget line item for the covered wagon site, \$1200 in the City budget line item and \$2248.17 in the Brick Fund. The June meeting minutes passed with the following correction. The East Umatilla County Fire Dept. is not a part of the Parks and Recreation Committee. Lois Phillips stated that the City Council had passed a motion for the provisional approval for a five person (with two alternates) new Parks and Recreation Committee. The new members of the Parks and Recreation Committee are Loy Knudzen, Juan Avila, Joy Hearn, Annie Boyd, Kris Rasmussen and Sheldon Delph.

Tim reported that Sheldon is reapplying for funding to purchase and install a new reader-board at the Mini-Park to the Wildhorse Foundation with a deadline of September 30. Tim has contacted Joe Fisher at the Milton-Freewater City Library to obtain information regarding their successful receipt of grant funding for their new reader-board. He will meet with Mr. Fisher next week.

Our group agreed to let the new Parks and Recreation Committee be the lead committee in obtaining the new signage and walk-through gate at the Elliott Memorial Park. Jim will give Loy contact information for a fencing firm near the Milton-Freewater movie drive-in that is capable of constructing the new walk-through gate. Tim stated that the City Council had approved the wording for the new signage at the park.

Jim reported that the new decorative rock and signage should be installed at the south end freight wagon site during August. He will call the vendor to confirm the final install date. He also asked the group to individually check the site and forward to him their opinion of where to best place the decorative rock. The motion was passed that the wording on the decorative rock should read "A special thank you to Corey Thacker and family for donation of work and gravel for this wagon site".

Loy will check on the cost for two solar lights to illuminate the American flag at the north end and south end wagon site. As the flag at the covered wagon site is becoming tattered the motion was passed to authorize Chuck to purchase a new flag estimated to cost under \$80 including shipping from Elmer's Flags for the site.

Tim and Linda showed the group several examples of new spring and summer banners for the Main Street lamp posts. The motion was made to purchase ten new banners costing \$60 each from Downtown Banners. Tim will get our lamp post catalog from Rick as we need to purchase one new banner arm and banner arm end ball finial.

Linda inquired as to when the group could meet to reinstall a few plaques on the Heritage Wall. It was decided that the next Tuesday pm would work for those involved.

Our next meeting is scheduled for Thursday August 22, 2019 at 7:30 p.m.

Cordially submitted,
Chuck Price, WCDC Secretary-Treasurer

August WCDC meeting minutes

Hello to All, I did not publish the above meeting minutes as the meeting was cancelled. Our next meeting is scheduled for Thursday September 26, 2019 at 7:30 p.m. Sheila would you please forward the current financials to me for our September meeting. Thanx Chuck Price

Draft Minutes for September 26, 2019 WCDC Meeting

Members Present: Peggy Reichert, Chuck Price, Tim Crampton, Linda Crampton
City Council Liaison: Lois Phillips

As the August meeting was cancelled, Chuck read the minutes for the July 2019 WCDC meeting and gave a current financial report. The minutes and financial report were accepted unanimously. We have \$3612.90 in the Oregon Community Foundation budget line item for the covered wagon site, \$1200 in the City budget line item, \$900 from Weston Chamber of Commerce from the Cycle Oregon donation and \$2248.17 in the Brick Fund.

Tim reported that Sheldon will request a \$12,000 grant from the Wildhorse Foundation for a new reader-board at the Mini-Park.

Chuck said that he would call Jim Davis to determine when he will return to Weston. Tim will contact Loy to ask him to locate possible water lines near the south end freight wagon site and ask if we can use the City's post hole digger to dig the hole to emplace the new flagpole. After the new flagpole is emplaced with two concrete pours, we will have to schedule a time to install the two new flagpole solar lites at each wagon site. As the flag at the covered wagon site is badly frayed we will install a new flag at this time. Tim will also contact Scott Carlson to determine his best time to help changeover the Main Street banners from summer to Autumn scenes. Tim will contact Jim early next week after he talks with Loy and Scott to setup times for the concrete pours for new flagpole and changeover the Main Street banners.

Tim stated that he will get with Jim to reinstall the loose brick plaques on the Heritage Wall. He will also order ten new banners from Downtown Decorations at \$60 each. Linda reported that she and Tim had contacted the Jacksons about the WCDC purchasing the covered wagon site but that Sherry Jackson had not called back to setup an meeting time.

We discussed that the decorative rock at the freight wagon site had been purchased from Humbert Asphalt prior to June 30, 2019 the funds to pay this invoice were dispersed from last years City budget line item . This rock will have a brass plaque thanking Corey Thacker for his donation of the gravel and work leveling the site. Jim has been tasked to find and purchase this plaque. A decorative rock from the Helix firm will have decorative concrete lettering thanking Suzi Hoepner for donating the freight wagon. Jim has reported that this second decorative rock should be emplaced soon at the south end freight wagon site.

A motion was passed to accept Lois Phillips as a member of the WCDC.

Our next meeting is scheduled for Tuesday, October 22, 2019 at 6:30 p.m.

Respectfully submitted,

Draft minutes for October 26, 2019 WCDC meeting

Members present: Tim Crampton, Linda Crampton, Jim Davis, Peggy Reichert, new member and City Council Liaison Lois Phillips, Chuck Price was not in attendance due to personal family issues.

Tim read the minutes from the September meeting which were passed unanimously. He also reported the financials from the September meeting, it was noted that there were no changes in the financials from the September meeting.

Tim reported that he had received a \$350 check from Greg Florens of the Hodaka Club. He has taken this check to City Hall to be put in the bank in our donation fund.

Tim stated that Sheldon had turned in a grant request to the Wildhorse Foundation for \$12,000 for a new Reader-Board at the Mini-Park. This amount requested won't be enough as the dimensions given on the grant request don't show a ten foot distance between the ground and the bottom of the Reader-Board. As it could cost \$200 per foot to raise the Reader-Board this height along with required permits, etc. Sheldon will need to access other grant sources. We will also need to two other bids for this project. Tim will check his emails to determine if figures given will work for the two extra bids.

Discussion followed about changing the flags and installing the new solar lights at the two wagon sites.

Jim reported that the decorative rock with inlaid concrete wording thanking Suzi Hoepfner for donating the freight wagon has been installed at the south end wagon site. He also stated that the cost for the brass plaque thanking Corey Thacker for his donation work at this site was quoted at \$379. A motion was made and passed to authorize Jim to order this brass plaque with cost up to \$400

Discussion followed to change the Main Street banners before winter sets in. Jim will organize this tasking. New banners for Main Street will be ordered.

Tim and Linda have tried to contact the Jacksons about the WCDC purchasing the covered wagon site. They were not able to complete this task after Round-Up. Tim has asked Sherry to contact him to determine when they would be available to talk about this purchase. This has not happened yet. Linda suggested that we write a letter to the Jackson about the dimensions of the covered wagon site, our offer to them, etc. and request a face-to-face discussion about this purchase.

Jim made a brief report from his meeting with the new Parks and Recreation Committee.

Our next meeting is scheduled for TUESDAY, November 19, 2019 at 6:30 p.m.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes for November 18, 2019 WCDC Meeting

Members Present: Tim Crampton, Chuck Price, Jim Davis, Lois Phillips

Chuck read the minutes from the October 26, 2019 WCDC meeting and gave a current financial report. The October meeting minutes passed unanimously. We have \$3612.90 in the Oregon Community Foundation line item for both wagon sites (per Sheldon's research). Included in the City budget line item after adding \$900 from the Chamber of Commerce contribution from Cycle Oregon and the \$350 donation from the Hodaka Club then deducting \$329 for the Thacker plaque and \$329 for the Humbert plaque at the Bob Humbert park we now have \$1574 in the City budget line item. We have \$2248.17 in the Brick Fund. The current financial report passed after the following corrections.

Jim reported that the Thacker brass plaque was estimated to cost \$379 really cost \$329. The \$329 for the Bob Humbert park (behind City Hall) should have been paid by the City or from the Parks and Recreation Committee City budget line item as that Committee passed the motion to purchase the Humbert plaque. Jim will check with City Hall to make this correction. We had previously planned to put both the Cycle Oregon contribution and the Hodaka Club donation into a grant placeholder in the City Budget. Tim will check with Sheila to make this correction.

Tim stated that we were not awarded our grant request for the reader-board at the Mini-Park from the Wildhorse Foundation. Sheldon has submitted a grant request to the Oregon Economic Development agency for the new reader-board. He will also reapply to the Wildhorse Foundation and to the AWERE Committee for funding for the reader-board.

We discussed the cost to raise the reader-board 10 feet above the ground which was estimated at \$200 per foot or \$2000. The primary reason was to minimize possible vandalism. Jim suggested that we consider using well casing to raise the height of the reader-board to reduce this cost. Chuck said that he would donate the well casing if the installers wanted to use it. It was estimated that the reader-board cost was \$12,000-\$14,000 with the the cost of installing a concrete base and the electrical work is estimated at \$4500.

Tim has ordered new Spring banners for the Main Street lamp posts from Downtown Decorations Co. of Syracuse, New York. The banners will state "Welcome to Weston" with a background of sunflowers and tulips.

Weather permitting, Jim will organize a work team to change the American flags at both wagon sites and install the new solar lights on the flagpoles.

Linda had suggested to Tim that we offer the Jacksons \$2000 with the lots specified for the covered wagon site. Jim made a motion that Tim and Linda and Greg and Lois Phillips finalize an offer letter to the Jacksons for this site. This motion passed unanimously.

Jim reported that the Parks and Recreation Committee has had six meetings with FEMA to secure grant money for a new sewer line in Elliott Park, debris removal and rip rap purchase and installation in the Pine Creek bank on the east side of Elliott Park. FEMA will pay for 75% of the cost of these projects and the City Council has approved paying for remaining 25% cost. The Pine Creek bank restoration is subject to the CTUIR timeline in August 2020. Jim also reported that the Parks and Recreation Committee has scheduled a walk through inspection of the Park kitchen with the Umatilla County Health Department.

Jim showed the Committee a very nicely framed photo of the freight wagon site with the new commemorative decorative rock. Everyone thanked him as he donated this item as a thank you gift to Suzi Hoepfner.

Our next meeting is scheduled for Tuesday January 28, 2020 at 6:30 pm.

Respectfully submitted,