

PEOPLE • PARKS • PROGRAMS



NWC PARKS & RECREATION DISTRICT

**Northern Wasco County Parks and Recreation District  
Board Meeting Minutes  
July 20<sup>th</sup>, 2016  
NWCPRD, 602 W. 2<sup>nd</sup> Street, The Dalles, OR 97058**

Catherine Whalen called the meeting to order at 5:31pm.

**BOARD MEMBERS PRESENT:** Catherine Whalen, Tracy Dugick, Annette Byers, Marcus Denney, Travis Dray.

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Phil Lewis, Michael Clough, Stacey Ihrig.

**STAFF ABSENT:** None.

**OTHERS PRESENT:** Tom Peachey, District Counsel

**GUEST PRESENT:** Paul Halliday, Josh Thompson, Jeremy Thompson, Cliff Clason, Eileen White, Lynne Erickson, John Williams, Laurie Williams, Rick Leibowitz, Bryan Laroque.

**ELECTION OF OFFICERS:**

Officers will remain the same for the 2016-2017 fiscal year with Catherine Whalen as President, Marcus Denney as Vice President, and Tracy Dugick as Secretary. Travis Dray moved to approve the Election of Officers as listed. Tracy Dugick seconded the motion. The motion passed unanimously.

**APPROVAL OF AGENDA:**

Phil Lewis proposed that we move 12B on the Agenda up to right after the Approval of Minutes due to individuals of the public attending the meeting to speak on the subject. The Board agreed. Marcus Denney moved to approve the modified Agenda. Tracy Dugick seconded the motion. The motion passed unanimously.

**APPROVAL OF MINUTES FROM BOARDMEETING HELD ON MAY 18<sup>TH</sup>, & JUNE 15<sup>TH</sup>, 2016:**

Marcus Denney moved to approve the May 18<sup>th</sup> minutes. Tracy Dugick seconded the motion. The motion passed unanimously. Tracy Dugick moved to approve the June 15<sup>th</sup> minutes. Travis Dray seconded the motion. The motion passed unanimously.

## **NEW BUSINESS:**

### **B. Riverfront Park Nature Area- SWCD, ODFW, Paul Halliday**

Phil Lewis stated that in previous meetings topics pertaining to the Riverfront Park have been discussed and he wanted to bring in some of the volunteers and community partners to further talk about the maintenance, improvements and opportunities for the Riverfront Park. Phil introduced Paul Halliday who is a volunteer that spends many hours down at the Riverfront and asked him to further elaborate on the Riverfront specifics. Paul started by introducing Jeremy Thompson of the Fish and Wildlife Conservation who is going to talk about the history of Riverfront. Jeremy's brother Josh Thompson is also going to speak he is with the Soil and Water Conservation District and he is going to talk about some of the work he has done down at the Riverfront and the history of the Riverfront as well. Paul Halliday went on to talk about how there is some provisions in the original permit for the existence of Riverfront Park that through the years have essentially been ignored and that there needs to be some steps taken to address these areas. Paul stated that Jeremy Thompson could elaborate on this areas that need addressed.

Jeremy passed out some bullet points that list the different areas that over the years have not been maintained and need to be addressed. The bullet points are in correlation with the natural habitat area down at the Riverfront that is a protected area of the park. Jeremy stated that in the 6 years he has worked for his District he has been approached a few times about extending the dates of operation for the Riverfront Park, but he feels that in order to do that there needs to be greater mitigation at the Riverfront especially when it comes to the nature area to keep it protected. Jeremy states that his brother Josh Thompson can elaborate on the enhancement of mitigation of the nature area and what needs to be done so we can extend the operating dates for the park. Josh Thompson stated that in 2009 is when he really started to put a plan together to enhance and restore the nature area at Riverfront. Josh stated that the vegetation especially the blackberry bushes were overgrown and out of control. They received some grant funding and were able to remove the vegetation. Once that was done Josh had a conversation with the previous Director stating that once they got the nature area to a manageable level that the Parks District would need to continue to maintain it so it did not get overgrown and out of control again. Over the course of the last few years the vegetation has slowly started to get out of control again due to the Parks District being busy with the opening of the pool, but Paul Halliday has been a continued added help to the Riverfront Park and maintaining the nature area. Paul Halliday states that a few of the areas listed on the sheet Jeremy passed out can be improved upon with little to no cost. The primary concern is to section off the trail from the nature area so that people are not trespassing into the nature area, and once that is complete then the Parks District could look at keeping the trail open all year around. There is also a long term goal of keeping the main park area open all year around as well if there is greater mitigation dividing the park and the nature area. Catherine Whalen asked what is supporting the concern of the lack of maintenance and mitigation. Jeremy states that it comes down to the principal that there needs to be mitigation onsite. Catherine asked Phil Lewis if anything regarding this topic needs to be approved. Phil stated that the reason for bringing in our volunteers and community partners to discuss the Riverfront Park was to gather some information and gain institutional knowledge of the park and the nature area. This is so as a District we know the history of the park where the park is at presently and the information can help with future expansions of the park.

### **ORAL COMMUNICATION FROM THE AUDIENCE:**

Bryan LaRoque from Route 30 Bottles & Brews has been involved with BMX Racing since 1972 and he feels that having a BMX Track here in The Dalles would be beneficial to the community. He states that it would give the kids something positive and fun to do and from his experiences the BMX racing also brings in quite a few spectators which could benefit the community. He stated a couple places where the track could go in are right behind Thompson Park or out by Rowena. He asked for it to be considered for the future.

### **NEW BUSINESS:**

#### **A. Alcohol Permit Request**

i. Eileen White, Lynne Erickson, Rick Leibowitz, John Williams, & Laurie Williams are requesting the approval to have wine vendors at the Farmer Market. The vendors would not be serving wine it would just be a tasting of less than ½ ounce in hopes that once someone tries the wine they will want to buy a full bottle of wine from the vendor. The wine vendors have the same stipulations as other vendors where they must be locally sourced. The wine vendor must also carry their own insurance and an OLCC card. The Farmers Market states they would like to open up their scope of vendors. They have seen growth over the last two years and want to continue in that direction. Catherine Whalen called for a motion to approve having alcohol vendors at the Farmers Market. Travis Dray made a motion to approve. Marcus Denney seconded the motion. The motion passes with Annette Byers being of the opposed.

ii. Phil Lewis stated that Nate Raegan with the Kiwanis Steak Feed who was not in attendance of the meeting would like to request an alcohol permit for the Steak Feed event that takes place every year. Travis Dray made a motion to approve. Marcus Denney seconded the motion. The motion passed unanimously.

iii. Michael Clough requested for an alcohol permit for the Art in the Park Festival. Michael and Tabitha Felker would like to have a beer and wine garden and have received interest from Rivertap and some local wineries who would like to be vendors at the event. The beer and wine garden will meet all guidelines, park regulations and rules. Tracy Dugick made a motion to approve. Travis seconded the motion. The motion passed unanimously.

### **FINANCIAL REPORT:**

Phil Lewis stated that we ended a 133% for the fiscal year for all revenues and expenses.

#### **Administration**

The District ended at 100.31% for the fiscal year which is almost right on budget.

The total personnel expenses ended at 139% of the budgeted total.

The materials and services expenses ended at 86% of the budgeted total.

### **Parks**

The Parks general fund ended at 95% for the fiscal year which was right on target

The total personnel expenses ended at 90% for the year.

The materials and services expenses ended at 109% for the year.

### **Recreation**

The Recreation general fund ended at 94% for the year.

The total personnel expenses ended at 87% for the year.

The materials and services expenses ended at 92% for the year.

### **Aquatics**

The Aquatics general fund ended at 18% for the year.

The total personnel expenses ended at 139% for the year.

The materials and services expenses ended at 165% for the year.

### **Special Revenue Fund**

Phil Lewis stated we have not received April-June SDC fees yet and should be expecting those anytime but those totals are not added into the figures.

### **STAFF REPORTS:**

#### **A. Executive Directors Report**

Phil Lewis did not have much to report on. Phil just wanted to highlight that the auditing process is in session.

#### **B. Recreation Report**

Michael Clough states that he is working on tracking expenditures and revenue in hopes to ultimately gain some insight in how much money the District is making in programming verses expenses. Mike is also working on setting up some volunteer work parties to help clean up Riverfront Park and Sorosis Park. Mike is also in the process of working a corrections team to see if some of the inmates want to volunteer their time in helping clean up the Riverfront Park and Trail to get some community service hours. Mike is also currently working on piecing the Aluminum Man Triathlon together as well and putting the Fall/Winter Program Guide together. Catherine Whalen suggested that more of the programs should be based out of the gorge as opposed to going to Portland or other places that may cost more money and time.

**CORRESPONDENCE:**

Phil Lewis received another correspondence from Harriet Lewis regarding the signage in City Park. The signage is in the process of being updated. The sign is going to be painted and a new information sign is being purchased to place over the painted old sign. Greg from Farmers Market also had concerns about the ADA parking at City Park. Currently there is no ADA parking and one or a few of the Farmers Market member's needs ADA access so that is something that Phil will be looking into. Travis Dray asked if that is the best park for Farmers Market because of the parking, and it may not be the best as far as parking, but is centrally located in town which is good for the market.

**OLD BUSINESS:****A. Thompson Park Pool-Project Status/Action items as necessary**

The District is still dealing with water loss issues at the Splash Pad, and Anderson Pools had been unable to come out and take a look at it yet, but will be out soon to try and find a solution to the problem.

**B. Park Maintenance Plan**

Phil Lewis met with Frank and Cliff the Park Supervisors for the District and discussed setting up a plan to track maintenance and duties being done in the parks. The plan has not been set in place yet but is being worked on. Phil's goals are to be proactive with task as opposed to reactive, and to start work order tracking.

**C. Enterprise Funds-Immediate Opportunity Projects**

Phil stated that with the \$59k we will be received that 40k will be going to amenities and shade structures for Thompson Park and 19k will be going towards equipment for movies in the park. Phil is waiting to hear back from a few more on quotes for the shade structures. Tom Peachey stated that he should get a few more quotes for the movie equipment for comparison. Phil as the Board if they could do a motion to approve the movie equipment quote provided to the District by Deutch Inc. Tracy Dugick made a motion to approve. Marcus seconded the motion. The motion passed unanimously.

**PUBLIC HEARINGS:**

None.

**NEW BUSINESS:****C. Arson Judgement-Tree Top Play Park Slide**

Phil stated he was contacted about the restitution being paid back for the slide and that it could either be paid back to us by check or the kid may pay it back through volunteer hours. It is not determined yet which it will be.

**D. Audit Contract**

Phil stated the audit contract is in line and that the previous audit contract has expired.

**EXECUTIVE SESSION:**

None.

**BOARD OF DIRECTORS REMARKS:**

Annette Byers stated that she visited the pool in Bend and was impressed by the ribs that went over the top of the pool. Tracy Dugick commented that Sorosis Park is looking nice that the grass is green, trail looks good, and the fresh mulch in the Rose Garden looks good. Marcus Denney commented that the new gates at Firehouse Park look great. Marcus also stated that his child is in swim lessons this year and that he feels the swim lessons are way better this year as far as how they are structured. Travis Dray complement Phil on budget process and what a great job he did putting it together. Catherine Whalen finished by saying she appreciates everyone that made it to the Board Meeting.

**Attested to:**

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**Board Chair**

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**Board Secretary**