

**UMATILLA PARKS AND RECREATION MEETING
AGENDA
700 6TH STREET UMATILLA, OR 97882
NOVEMBER 10, 2022
6:00 PM**

1. **MEETING CALLED TO ORDER**

2. **APPROVAL OF MINUTES** Approve minutes of September Park and Recreation Committee Meeting

A **Approval of September 2022 Meeting Minutes** *Suggested Action: Staff recommends the committee review and approve the minutes of the September 2022 Committee Meeting.*

3. **OLD BUSINESS** Hash Park and Marina Concept Plans

A **Hash Park and Marina/RV Park Concept Plan Approval** *Suggested Action: Staff recommends the committee approve the proposed plans with the following conditions*
1. Hash Park removes the community garden and adds a splash pad.

2. The Marina/RV Park makes the following changes:

- Add a second restroom in the marina parking lot on the east.
- Switch the uncovered dock at the end with the adjacent dock.
- Add as many large boat slips as possible on the northern end of the docks.
- Add reserved parking for slip holders along the boardwalk south of the docks.

4. **NEW BUSINESS**

A **DIVISION REPORTS** *Suggested Action: N/A*

B **TREE BOARD COMMITTEE MEETING** *Suggested Action: N/A To participate in the Tree City USA program, the City of Umatilla needs to hold a Tree Board/Committee meeting. The Parks and Recreation Committee serves as the de facto Tree Board. Staff needs to present the annual tree report to the Parks and Recreation Committee in the month of December. Staff recommends holding a virtual meeting due to the busy nature of the month of December.*

C **OTHER PROGRAM UPDATES** *Suggested Action: N/A*

5. **ADJOURN** This institution is an equal opportunity provider. Discrimination is prohibited by Federal law. Special accommodations to attend or participate in a city meeting or other function can be provided by contacting City Hall at (541) 922-3226 or use the TTY Relay Service at 1-800-735-2900 for appropriate assistance.

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appropriate assistance.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Approval of September 2022 Meeting Minutes	Meeting Date: 2022-11-10
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Department: Parks & Recreation	Director: Chris Waite	Contact Person: Chris Waite	Phone Number:
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Cost of Proposal: n/a	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: n/a
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Attachments to Agenda Packet Item:

[09-08-2022 Parks and Recreation Committee Minutes.pdf](#)

Summary Statement: Staff recommends the committee review and approve the minutes of the September 2022 Committee Meeting.

Consistent with Council Goals: Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.



City of Umatilla

700 6th Street, PO Box 130, Umatilla, OR 97882
City Hall (541) 922-3226 Fax (541) 922-5758



PARKS & RECREATION COMMITTEE MEETING AGENDA **September 8, 2022** **Thursday at 6:00 P.M.** **Umatilla City Hall, Council Chambers**

Attendance: Staff: Chris Waite, Luke Romero, Noemy Vega, Salud Campos, Denise Lawson;
Committee Members: Max Bedolla, Rebecca Greiner, Kassandra Kennedy, Kristina Ridings

I. CALL TO ORDER.

Chris Waite called the meeting to order at 6:02p

II. APPROVAL OF MINUTES

N/A, no quorum for the July Meeting

III. OPEN HOUSE/PUBLIC COMMENT

A. Marina and Hash Park Concept Plan

The meeting was opened for a presentation on the Marina/RV Park and Hash Park Concept Plans. Chris Waite explained that purpose of a concept plan. It is a high level look at the parks do define appropriate use zones within a park. He gave an overview of the process for developing the concept plans. Umatilla Parks and Recreation conducted a City Wide Parks Master Plan (CWPMP) that was adopted in 2021. This plan included focus groups with stakeholders and citizen surveys. This information was used as the foundation for the concept plans being presented tonight. For Hash Park, the CWPMP identified a need for more athletic fields, neighborhood parks, playgrounds and park amenities.

The meeting opened up for public engagement about the Hash Park Concept Plans. See attached notes for public comments.

Chris then talked about the relevant CWPMP for the Marina and RV Park which included the need for more water access and development of parks along the river to highlight the natural amenities the City has.

The meeting opened up for public engagement on the Marina and RV Park concept plan. See attached notes for record of public comment.

IV. NEW BUSINESS

A. Committee Member Introductions

Committee members provided brief introductions.

B. Appointment of Secretary & President

Chris Waite informed the committee that they needed to select a president and secretary. He described the roles of the two positions. Max expressed interest in the president position. After board discussion, Kassidy was recommended for secretary.

Tina moved to elect Max Bedolla as the President of the Parks and Recreation Committee and Kassidy Kennedy as the secretary. The motion was seconded by Becky Greiner. Motion approved unanimously.

C. Fall/Winter Recreation Brochure

Chris presented the Fall/Winter Recreation Brochure. Luke highlighted several of the recreation programs including the disc golf tournament, pre-k play day and golf scramble. Noemy highlighted the cooking class, art camps and winter festival. Committee members complimented the variety of programs being offered.

D. Other Project Updates

Chris alerted the committee to upcoming projects including the community gardens, grants and wayfinding project.

VI. DISCUSSION ITEMS

N/A

VII. ADJOURN

Tina moved to adjourn the meeting. Seconded by Kassidy. Meeting adjourned at 7:27p

Submitted by

Date

Committee Chair

Date

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Hash Park and Marina/RV Park Concept Plan Approval	Meeting Date: 2022-11-10
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Department: Parks & Recreation	Director: Chris Waite	Contact Person: Chris Waite	Phone Number:
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Cost of Proposal: n/a	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: September 8, 2022
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Attachments to Agenda Packet Item:

[2022-08-25-Umatilla Marina MP Draft.pdf](#)

[2022-2-2_Hash Park Master Plan.pdf](#)

[Committee Meeting Open House Comments](#)

[School Open House Comments](#)

[Online Public Comments.pdf](#)

[Concept Plan Summary Report Nov 2022.pdf](#)

Summary Statement:

Staff recommends the committee approve the proposed plans with the following conditions

1. Hash Park removes the community garden and adds a splash pad.
2. The Marina/RV Park makes the following changes:
 - Add a second restroom in the marina parking lot on the east.
 - Switch the uncovered dock at the end with the adjacent dock.
 - Add as many large boat slips as possible on the northern end of the docks.
 - Add reserved parking for slip holders along the boardwalk south of the docks.

Consistent with Council Goals:

Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.



UMATILLA MARINA

MASTER PLAN DRAFT

August 25, 2022



J-U-B ENGINEERS, INC.



UMATILLA HASH PARK

MASTER PLAN

February 2, 2022



Hash Park

- * Agility course in dog park
- * Water station in dog park
- * Astro Turf for dog park
- * Astro turf for athletic fields
- * Track around the baseball fields
- * Lots of Lighting, including the walk path. (solar?)
- * Pickleball court?
 - ↳ Repurpose many tennis courts

Marina

- Stairs from RV Park to lower parking lot
- * Larger reservable shelter (similar to what's @ Spillway park) w/ Picnic Tables
- * Sand volleyball court
- * BBQ grills
- * Bait shop/Quickmart
- * Motorized boat/jet ski rentals
 - ↳ Jet ski's available Summer of 2024.



EASEL PAD | FEUILLES ADHÉSIVES

SUPER STICKY
SUPER COLLANTS

Skate park ☺

Splash Park ✓✓✓✓✓✓✓

Need streetlights! ✓

Portable ^{Pitching} Mound

Disc Golf

Security Cameras

~~rock~~ rock wall

Traffic Assessment - Large events
traffic issues

Online Public Comments

It looks beautiful! Will there be access from 730 or will people need to go through residential area? I think the concept is beautiful but as a resident that lives close by, I worry about the amount of traffic this will bring into our neighborhood and if there will be stop signs added especially at the intersection of Naches and Pendleton. I also wonder if additional street lights will be added as well.
Shade for the bleachers

Shade for the dugouts

Baby changing tables in the rest rooms

Some sort of eating area with shade

A water fountain for drinking



City of Umatilla

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City Hall (541) 922-3226 Fax (541) 922-5758



Concept Plan Summary Report:

1. Outreach

- a. **Park Master Plan 2021:** the concept plans for both Hash Park and the Marina/RV Park began with community input garnered by the 2021 Park Master Plan process. This involved community surveys and stakeholder meetings.
- b. **Elementary School Open House:** On August 25, 2022, Parks and Recreation Staff garnered feedback on the Hash Park Master Plan at the McNary Elementary School Open House. The improvement most frequently voiced by participants was a desire for a splash pad at Hash Park. (see attachment for summary of feedback)
- c. **Public Open House:** On September 8, 2022 the Parks and Recreation Committee hosted an open house for the public to comment on the projects. Approximately 20 people attended the open house. Much of the public comment was supportive of the concept plans. There were many comments related to programming and operations. (see attached summary of feedback)
- d. **Online Engagement:** In addition to publicizing public meetings about the concept plans, staff gave citizens opportunities to provide feedback online in three ways
 - i. Concept plans were posted on Facebook with a link to give feedback,
 - ii. Past park and recreation program participants were emailed links to give feedback on the plans
 - iii. Moorage holders were sent links to give feedback on the Marina/RV Park concept plan.Despite using a multi-pronged online engagement plan, the surveys only solicited four public comments (see attached)
- e. **Moorage Holder Public Feedback:** The Marina/RV Park concept plan was presented to Moorage Holders on November 1, 2022. They provided valuable feedback that was incorporated in the staff recommendation below.

2. Staff Recommendation

- a. **Hash Park Concept Plan:** After reviewing all the community feedback, staff recommends removing the community garden and replacing it with a splash pad. Staff recommends the playground area be reconfigured to place the shade structures in-between the playground and the splash pad to enable a seamless play space for both amenities.
- b. **Marina/RV Park Concept Plan:** Staff recommends the committee recommend City Council approve the plan with the following changes:
 - i. Add a second restroom in the marina parking lot on the east.
 - ii. Switch the uncovered dock at the end with the adjacent dock.
 - iii. Add as many large boat slips as possible on the northern end of the docks.
 - iv. Add reserved parking for slip holders along the boardwalk south of the docks.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: DIVISION REPORTS	Meeting Date: 2022-11-10
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Department: Parks & Recreation	Director: Chris Waite	Contact Person: Chris Waite	Phone Number:
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Cost of Proposal: n/a	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: n/a
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Attachments to Agenda Packet Item:

[Recreation Division Report Nov 2022.pdf](#)

[Umatilla Marina and RV Park Report Nov 2022.pdf](#)

[Golf Course Division Report Nov 2022.pdf](#)

Summary Statement: N/A

Consistent with Council Goals: Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.

scramble. This event was so popular the golfer wanted us to keep it going.

Kids Bingo

We kicked off our kid's Bingo nights in September and the popularity sky rocketed after the first bingo night. Parents were encouraged to participate with their children to make sure that bingo cards were marked accurately. To make sure all kids left with a prize we would repeat games to ensure as many bingo winners as possible were allowed for each bingo game. Our last kids' bingo night of the season will take place in November.



Umatilla Parks and Recreation Disk Golf Tournament:

On October 15th the Parks and Recreation Department put together an 18-hole disc golf tournament. The event was hosted at Umatilla Marina Park, we had the help of the Pendleton Disc Golf Club with designing the course and the tournament layout. The event brought in forty-seven contestants of all skill levels. We had contestants come from as far as Boise Idaho and Vancouver Washington.



Cooking Class

A series of 7 classes that covered and will cover, kitchen basics, corn chowder, stuffed chicken breast, thanksgiving meal prep (3 separate classes), and how to make tamales. Classes will continue through December. While participation started low class, sizes are increasing as the word spreads. The intention of the class was to have parents bring children to classes for a family class but interest has been higher with only adults. We expect the tamale making class to be the most successful.

Yoga

A weekly class offered weekly taught by a City employee who is also a certified Yoga Instructor, Carrie Shilhanek. Though interest in the class was good, actual participation was low. Classes will have to be adjusted to target a larger audience.

Scary Movie Night for Adults

The movie was determined through an online vote and only those who were registered for the event were allowed to vote. We played Jeepers Creepers and offered concessions at the Umatilla Golf Course. Overall a successful event with a slight hiccup getting the movie to play audio. The crowd was very understanding.



Trick-or-Treat on 6th

A 2-hour long event that took place on October 28th from 4:30 pm to 6:30 pm. The event included a business decorating contest, an Umatilla resident decorating contest, a pumpkin carving contest, and a costume contest. This year's theme at City Hall was Alice in Wonderland, and through collaboration of city hall employees, library staff, Public Works staff, and the Police Department the event came together nicely.

Hocus Pocus Movie Night

Originally scheduled for October 14th the event was rescheduled to October 29th due to changes in weather. Concessions were available and a costume contest for the entire family was also held during the event.

Upcoming events:

- Bingo Nights for Adults
- Fall Community Clean-up
- Art Classes for Adults
- Kids Science Class
- Kids Clay Camp
- Umatilla Scavenger Hunt
- Winter Fest



Umatilla Marina and RV Park

Fishing Tournaments

The Umatilla Marina is popular in sponsoring and hosting the weigh ins for Walleye and Bass tournaments thought-out the summer. Thanks to Columbia River Anglers Association and Northwest Bass for putting them on.



RV Park

RV reservations have been steady. The RV park was booked with almost no vacancies on the weekend thought-out the summer.

Now that it's our off season, we have started the winter weekly rates that run from October – February on Campsites 7-20. These campsites are occupied and we currently have a waiting list.

Fish N the Brave

November 12th, 2022, the Umatilla Marina will be sponsor and host to the 7th annual Fish N the Brave. Fish N the Brave is a free fishing event for all Veterans. This event gets bigger and bigger each year. We are proud to be part of it.



Christmas Decorating Contest

This year we will be having our first ever annual boat parade and RV decorating contest at the marina in festivities with the Winter Festival.

Light Up The Marina
RV DECORATING CONTEST

Will be Judged on:
- Theme: Winter Wonderland
- Most Whimsical (eye catching, color, details)
- Creativity

25% off Weekly Rates
for the month of December for all reservations
Plus a Compl. Photo for the top 10 winners

Register at the RV Office
OR
email Name & RV Site Number to:
marinarvpark@umatilla-city.org

BY NOVEMBER 15TH 2022
Judging will be on December 1, 2022

Light Up The Marina
BOAT PARADE / DECORATING CONTEST

Will be Judged on:
- Theme: Winter Wonderland
- Most Whimsical (eye catching, color, details)
- Creativity

25% Off Slip Rates
for the month of December for all reservations
Plus a Compl. Photo for the top 10 winners

Register at the Marina Office
OR
email Name & Boat Slip Number to:
marinarvpark@umatilla-city.org

BY NOVEMBER 15TH 2022
Judging will be on December 2, 2022



Umatilla Parks and Recreation Program Update
Big River Golf Course
September/October 2022

Tournaments/Events: During September and November we hosted an Annual Family Reunion two-day event, a “movie in the park”, a high school cross country event with over 300 runners, the Umatilla Heritage Museum Tournament, the Annual Sherrell Chevrolet Farm City Tournament, the Big River Ladies Club Closing scramble, 7 weeks of the Wednesday Scramble, finished the Men’s League, hosted the HHS kids league for 8 weeks, and hosted three company outings.

Customer Appreciation Event: on Monday evening, October 10th, we hosted what will be an annual Customer Appreciation Evening. The event was catered with finger foods from GG’s Smokehouse and was held in the Clubhouse. There were approximately 40 attendees at the event along with Gunner, Megan, pro shop staff, Salud, Chris, Scott, and Dave. Members were thanked for their patronage and then open discussion ensued regarding course feedback. Members offered suggestions and Dave discussed the intention of the City to host two musical festivals each year on the course in November and April, beginning October 2023.

Membership Drive: Our annual membership drive began October 1st and will continue throughout the end of the calendar year. A very large portion of our memberships will be purchased by November 15th, which is the deadline to receive the early payment discount. During the month of October, 50 memberships were purchased. Sixteen of those memberships are new, which means they didn’t have a membership for the 2021 season.

Pricing Changes: A review of our pricing was done and changes were made to both daily and yearly fees. Yearly rate increases have not caused criticism amongst members that I have heard. Daily rates changes will go into effect during the 2023 season, and will apply after we change to summer rates following our winter season.

November/December Upcoming: Winter weather brings changes to the golf course. We will now be on a permanent frost delay until Spring which means the course will be unplayable until staff releases golfers to start. They are unable to play on their own without first being released to protect the course from damage. We will also be open shorter hours due to daylight that comes along with the time change. Our last tournament of the year, HHS Turkey Shoot, will be held Saturday, November 19th. November and December will bring significant special orders as customers spend their accrued book money and order gifts for the holidays. We will also be returning all floored inventory for a refund and setting up pre-books for next years inventory.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: TREE BOARD COMMITTEE MEETING	Meeting Date: 2022-11-10
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Department: Parks & Recreation	Director: Chris Waite	Contact Person: Chris Waite	Phone Number:
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Cost of Proposal: n/a	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: n/a
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Attachments to Agenda Packet Item:

Summary Statement:

N/A To participate in the Tree City USA program, the City of Umatilla needs to hold a Tree Board/Committee meeting. The Parks and Recreation Committee serves as the de facto Tree Board. Staff needs to present the annual tree report to the Parks and Recreation Committee in the month of December. Staff recommends holding a virtual meeting due to the busy nature of the month of December.

Consistent with Council Goals:

Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: OTHER PROGRAM UPDATES	Meeting Date: 2022-11-10
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Department: Parks & Recreation	Director: Chris Waite	Contact Person: Chris Waite	Phone Number:
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Cost of Proposal: n/a	Fund(s) Name and Number(s): N/A
Amount Budgeted: n/a	

Reviewed by Finance Department: No	Previously Presented: n/a
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Attachments to Agenda Packet Item:

[Other Projects.pdf](#)

Summary Statement: N/A

Consistent with Council Goals: Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.



**Umatilla Parks and Recreation Program Update
Parks and Recreation Committee Meeting
November 10, 2022 @ 6PM
City Hall Council Chamber**

Music Festivals:

1. Rock the Locks Music Festival:

- a. The Parks and Recreation department is heavily involved in planning a three-day music festival that will be held at the Big River golf course on October 6-8. The festival will feature rock bands. Camping and RV sites will be available at the golf course. Staff are currently working on selecting an event logo, building a website, and working on ticketing and camping registration software. The City has engaged a promoter to handle booking the bands and handling support logistics. This will be a large undertaking and all city staff will be engaged at some level in the planning and implementation of the festival.

2. Spring Music Festival:

- a. The City will be hosting a three-day spring music festival in April of 2024. This festival will feature blues and bluegrass music. The project will be similar to the fall festival.

Community Gardens:

For the Fiscal Year 2022/2023, the City budgeted startup money to begin a community garden program. The Parks and Recreation Department staff visited the Hermiston Community Garden and started meeting with community resources like the County Extension Office to begin to build support for the project. The preliminary phase of development will include identifying and evaluating potential sites. After the site(s) are selected, staff will work on a garden design and structure. This process will involve a steering committee of stakeholders and staff. The final phase will be implementation and construction.

Parkland Donations:

Parks and Recreation Staff is working with Community Development staff to receive two parkland donations in the South Hills neighborhood for future development. One parcel is 11 ½ acres and the second is a small neighborhood park sized parcel. Staff is waiting for the appraisal of the property to complete the donation process.

Grants & Projects:

The City has numerous grants and projects related to parks in progress. As staff becomes more involved in these grants and projects, more comprehensive updates will be provided at future committee meetings. Some of the current grants and projects are listed below:

- LWCF Nugent Park Grant
- Wayfinding and Signage Project
- Trail Grant & Project