



City of Umatilla

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

PARKS & RECREATION COMMITTEE MEETING AGENDA

May 8, 2018

6:30 P.M.

Umatilla City Hall, Council Chambers

I. CALL TO ORDER and ROLL CALL of members and City Council liaisons.

II. APPROVAL OF MINUTES: March 13, 2018 and April 10, 2018

III. OLD BUSINESS:

- A. Tree City – Update by Esmeralda Horn (see attached schedule and proclamation)
- B. Park Improvements– Jason
- C. Kiwanis Falls - Tamra
- D. Review Draft Trail Plan Maps - Matt with group
- E. Master Parks Plan – Status update

IV. NEW BUSINESS:

Other items of interest

Public Comment

V. DATE, TIME and PLACE for NEXT MEETINGS

June 12, 2018; 6:30 pm

July 10, 2018; 6:30 pm

MEETING MINUTES DRAFT
CITY OF UMATILLA
PARKS & RECREATION COMMITTEE
March 13,2018
6:30 PM
Umatilla City Hall, Council Chambers

- I. CALL TO ORDER AND ROLL CALL** – Meeting called to order by Chair Finck.
Committee Members Present: Shane Finck, Kristle Wyant, Shelly Parmelee, and Kassie Williams.
Late Arrival: Tina Ridings.
Committee Members Absent: Natasha Ugarte
City staff in attendance: Community Development Director Tamra Mabbott, RARE Volunteer/GIS Matt Tsui, Community Development Coordinator, Esmeralda Horn
Council Members in Attendance:
Guest in attendance: Umatilla High School Youth Advisory Team: Anthony, Madison, Maria, and Alex
- II. APPROVAL OF MINUTES:** February 13, 2018
Motion to approve minutes by Kassie Williams, motion second by Krystle Wyant.
Motion Carried 3-0.
- III. OLD BUSINESS:**
- A. Tree City – Status report by Staff**
Esmeralda reported green light to continue to pursue Tree City USA membership status for the City of Umatilla. In a short notice planning has become a challenge nevertheless the City will continue to partner with the elementary school, McNary Heights, to observe Earth Day in collaboration with Arbor Day. The elementary school holds their event on April 19th, there Esmeralda will give a tree presentation to the student. This is part of the events that will be observed in the week. Proclamation to observe Arbor week will be given to the mayor to sign. Schedule of events to be attached. If granted membership next year proper planning will be enforced.
- B. Update on Trail clearing and Russian Olive removal along Umatilla River –**
- 1. Jason Barron, Public Works Director – clean up along city property**
Jason Barron was absent due to a family emergency however status update was emailed to Tamra Mabbott. Tamra read email from Jason indicating Russian Olive along the east side of the river is mostly cleared, but goal was not reached due to mechanical difficulties. They will continue to work on the clearing of RO, but as spring comes higher seasonal priorities take precedence. As time allows they hope to make headways.
 - 2. Kelly Nobles work on private property**
Kelly Nobles was not present however Matt Tsui reported on behalf of Kelly stating an excavator was able to clear along the river to make it more accessible. Most of the clearing was old dead trees that had fallen over.
- C. Trail Plan Update**
- 1. City Trail Map and Plan Outline –**
Matt outlined a City map indicating all trails with in city limits. The goal was to find the

disconnects on the trail plan. Feedback is encouraged from the committee to let Matt know where they would like to see connection in the trail plan.

2. Regional Trail Plan Status – Tamra

D. Park Signage, Benches and Garbage Cans – Jason

Jason Barron was not in attendance to report, but again Tamra delivered the message on his behalf. Signage, benches and garbage cans have been ordered. Placement for these with the exceptions of the signs are TBD on their location at this time.

E. Master Parks Plan

a. Umatilla High School Student Survey – report by Students Committee Discussion

Maria with the Youth Advisory Group from UHS, stated they did not get as many responds as they hoped with the survey however almost 200 respondents is a great population size. Attached is survey questions and responds. To be noted that some respondents answered twice. Most of the student's requests are drinking water at parks, lights and nicer park equipment.

b. Park Naming – ready for action or postpone?

Park Naming will commence as follows:

River Park – remain *River Park*

Kiwanis Park -remain *Kiwanis Park*

Hash Park – recommendation for *Mayor Hash Park*

Lewis Street Park – recommendation for *Lewis Street Greenway*

McNary Tennis Courts – remain *McNary Tennis Courts*

3rd Street Soccer Field – remain *3rd Street Soccer Field*

Old Town Site – Not City owned, Tamra proposes not showing it on the Master Plan as it is not City owned. Members unanimously agree.

Umatilla Landing Park – remain *Umatilla Landing*

Village Square Park – remain *Village Square Park*

Sunset Basketball Park – remain *Sunset Basketball Park*

Request was made by members that in the future we name a park after Laura Starcher the first woman Mayor.

c. Prioritize Capital Improvements – group

See priorities on Master Plan Draft. Group agrees with the priority of capital improvements. The YAG from UHS commented that their request for *McNary Tennis Court* park would be that it gets painted and new nets. Lights, drinking fountain, and restrooms at *Kiwanis Park* and *Sunset Basketball Park*.

d. Timeline and next steps for draft #2

Tamra estimated draft will be ready in May.

IV. NEW BUSINESS:

A. Good Shepherd Health Foundation Grant (See attached) Discuss timing of construction and ribbon cutting

Good Shepherd Health Foundation granted City of Umatilla \$18,000. Tamra suggested purchasing a plaque to be placed on the play equipment once it is installed and perhaps even a ribbon cutting ceremony along with press release.

B. Budget – funds remaining this fiscal year; funds for next year, priority projects

No firm dollar given at this time and not sure what is left at this time in the budget. This is the time of year for budgeting and Melissa is working hard at it hopefully next meeting more information will be given.

C. Public Comment

Shelly wanted to comment that a spray park would be a great idea. Tamra suggested she find us funding for spray park and will look into that. Shane Finck suggested contacting Wildhorse for funding possibilities.

Krystle requested a map with federal lands owned within the City limits.

V. DATE, TIME and PLACE for NEXT MEETINGS

April 10, 2018, 6:30 pm

May 8, 2018; 6:30 pm

VI. ADJOURNMENT – (specify time)

MEETING MINUTES DRAFT
CITY OF UMATILLA
PARKS & RECREATION COMMITTEE
April 10, 2018
6:30 PM
Umatilla City Hall, Council Chambers

- I. CALL TO ORDER AND ROLL CALL** – Meeting called to order by Chair Finck.
Committee Members Present: Shane Finck, Kassie Williams,
Late Arrival: Tina Ridings.
Committee Members Absent: Natasha Ugarte, Shelly Parmelee, Kristle Wyant
City staff in attendance: Community Development Director Tamra Mabbott, Public Works Director Jason Barron, RARE Volunteer/GIS Matt Tsui, Community Development Coordinator, Esmeralda Horn
Council Members in Attendance: Mark Ribich
Guest in attendance: Kelly Nobles
- II. APPROVAL OF MINUTES:** March 13, 2018
Deferred to May meeting.
- III. OLD BUSINESS:**
- A. Tree City – Status report by Staff**
Esmeralda reported green light to continue to pursue Tree City USA membership status for the City of Umatilla. In a short notice planning has become a challenge nevertheless the City will continue to partner with the elementary school, McNary Heights, to observe Earth Day in collaboration with Arbor Day. The elementary school holds their event on April 19th, there Esmeralda will give a tree presentation to the student. This is part of the events that will be observed in the week. Proclamation signed by mayor.
- B. Update on Trail clearing and Russian Olive removal along Umatilla River –**
- 1. Jason Barron, Public Works Director – clean up along city property**
Jason Barron reported brush clearing is at a standstill, busy spring season is upon us. Also, wood chipper was down for repairs. RO is still a main goal along the Umatilla River however, Public Works Department is shorthanded and part time help has been advertised.
 - 2. Kelly Nobles work on private property**
Kelly Nobles reported that private easement on Corp land with assistance of the fire department they will be able to burn that brush. Phoenix excavation assisted with the removal of fallen trees along the Umatilla River. He requests financial assistance from county in the assistance of removal of RO.
- C. Review Draft Trail Plan- Matt Tsouli**
City Trail Map and Plan Outline –
Matt outlined a City map indicating all trails with in city limits. The goal was to find the disconnects on the trail plan. Feedback is encouraged from the committee to let Matt know where they would like to see connection in the trail plan. Keep in mind it is a draft and he is making headway.

D. Installation of Park Signage, Benches and Garbage Cans – Jason

Jason Barron reported some signs have been installed, planters have been cleaned up. As far as benches and garbage cans location for items is still TBD.

E. Master Parks Plan -Review draft in May

Tamra continuously working on Master Parks Plan and will hope to have draft ready in May.

IV. NEW BUSINESS:

A. Federal Lands in city limits – report and discussion

Mark Ribich would like to petition to Corp of Engineers to give land back to property owners. Long term goal to capitalize and develop frontage of river. Still early in stages however wanted to mention goals.

B. Other items of interest

Kiwanis park will be getting a new park equipment soon from the Good Shepherd Health Foundation. When equipment is up plaque will be ordered.

C. Public Comment

Tamra thanked local residents Bonnie and Christi Pankratz for attending meeting and encourages to continue coming and provide input and ideas.

V. DATE, TIME and PLACE for NEXT MEETINGS

May 8, 2018 6:30 pm

VI. ADJOURNMENT – (specify time)

Meeting adjourned 7:44pm