



**UMATILLA PARKS AND RECREATION ADVISORY
COMMITTEE MEETING
AGENDA**

**COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR
97882**

**Thursday, November 16, 2023
6:00 PM**

Page

1. **ZOOM INFORMATION**

1.1. <https://us02web.zoom.us/j/86150239942?pwd=Ym9xMmJEd1BNOUtCa1MxSXp2ZHIFdz09>

2. **MEETING CALLED TO ORDER**

3. **ROLL CALL**

4. **APPROVAL OF AGENDA**

5. **PUBLIC COMMENT**

Public Comment is an opportunity for citizens to express opinions, raise issues, and provide information to the City Council. Comments presented during this segment should be on city-related issues and not on items that are scheduled for a Public Hearing on the same evening's agenda. If you wish to speak, please provide the requested information on the Sign-Up Sheet, being sure to note the topic on which you will speak. When called to the podium, begin by stating your name and address. You will have five minutes to speak, unless otherwise instructed.

6. **NEW BUSINESS**

- 6.1. Marina and RV Park Division Report 3
[Marina and RV Park Report \(July-November 2023\).docx](#)
- 6.2. Big River Golf Course Division Report 4 - 10
[July-October 2023.docx](#)
[Get Back to the Game](#)
[2024 Customer Appreciation Meeting](#)
[Referral Program Flyer](#)
- 6.3. Recreation Division Report 11 - 16
[Fall PR division report](#)
- 6.4. Director's Report 17
[Director's Report November 2023](#)

7. **DISCUSSION ITEMS**
8. **ADJOURN**
9. **ZOOM INFORMATION**

Marina and RV Park Report

Marina,

The Marina has had a busy summer. Our boat docks were utilized all season. We were constantly selling gas, bait and ice to all anglers.

With our Seaworthy checks, we flagged 15 boats that were out of compliance the spring. They were not seaworthy or in violation of our Marina lease agreement. The outcome of that, a moorage holder decided to release his slip and take his boat elsewhere. We are also working with 5 other moorage holders to comply with our lease agreement. The remaining moorage holders are now in compliance. We had electric issues with C dock. Even though we had problems, C dock booked up in the summer. We are expecting to get the electricity back up and running on the dock by December.

I am happy to report that the milfoil was not a problem this year. The treatment that was applied worked great. We had no complaints.

RV Park,

The RV Park had another fabulous season as well. We increased RV campsites rates on July 1st. They went up from \$40 to \$46. Even with the rate increase every weekend in May through October we were sold out of RV campsites and occasionally we sold out of dry camping as well.

Our Winter long term started October 1st. We are at capacity at the moment and we have started a waiting list. With the electrical issues we had last winter, we decided to play it safe and only reserve every other RV site from 14-20 for our winter long term guests. We would benefit in upgrading our electric panels and add 50 AMP RV connections sooner than later. As they would also be beneficial in the summer.

Landing Days was a great success for the park. The RV park was completely booked and I am happy to report that we are completely booked for next year as well.

For Rock the Locks the RV park was completely booked and we have started taking reservations for next year. We got compliments on the shuttle and how grateful our guests were to have this service.

With having coverage at the marina, I was able to help with sponsorship for Landing Days and Rock the Locks. Moving forward I hope I can continue helping out with the sponsorship for both events.

We will also be hosting the 8th annual Fish N the Brave at the Marina on Saturday, November 11th. Tony Fisher reported a total of 32 captains signed up to help take 120 Veterans out to fish this year. This is a great event year after year, it seems that all Veterans that sign up to go fishing enjoy being part of this fabulous event.

Boyd's Place,

Boyd's house has been reserved for 74 nights, from July through the end of December. We also have a few reservations for next year already.

The Umatilla Marina and RV Park looks forward to servicing the needs of the community.



Umatilla Parks and Recreation Program Update
Big River Golf Course
July/October 2023

Tournaments/Events: From July through October we hosted an Annual Family Reunion two-day event, a week-long junior camp with tournament, nine additional tournaments including two 2-day events, finished the Men's League including the playoffs, finished the ladies league including their closing scramble, hosted the HHS kids league for 8 weeks, hosted two company outings, and finished off with the Rock the Locks Music Festival the first weekend of October.

Rock the Locks Music Festival: The first annual RTL music festival was hosted at Big River Golf Course October 6-8th. Getting the course ready for the festival was a year long project for the maintenance crew, City staff, and the prison workers who came in to help with manual labor. The golf course involvement mainly consisted of infrastructure for the event, not planning, and easing concerns of members and guests that frequent the course. Initially, the event was met with much hesitation and resistance. Members got resigned to the idea of the festival and then waited on the outcome before judging. The overwhelming response from golfers was that the course held up much better than expected and the event went smoother than anticipated. The beautiful weather, and smaller than expected crowd helped contribute to the course handling the event. However, with more preparation time and knowledge moving forward, the course will continue to be prepared to host the event even in less than ideal conditions. The maintenance staff did an incredible job prepping the ground for the event. The irrigation and seeding came in perfectly, resisted damage, and looked amazing. Members and guests appreciate the roughs no longer being "rough" and realize that the concert prep also benefits them year-round.

Membership Drive: Our annual membership drive began October 26th. It normally begins the first of October and the early discount ends November 15th, however, with the RTL festival our pricing meeting was delayed. A few perks have been added to the annual memberships and we are also running to promotions to help drive in additional members this year. All individuals purchasing an annual membership for 2024 will receive 3-18 hole round guest passes to be used for non-member guests during the calendar year as well as one free general admission pass to RTL 2024 and the ability to purchase up to 3 more at 50% off. For the 2024 season, we also started a referral program which will give new and existing members a \$100 discount on their memberships by bringing in a new annual member who hadn't been one in the previous two seasons. There is no limit on the number of referrals a member can have although a member will not receive a payment. A free membership with 10 referrals is the limit in terms of credits received. We also chose to do a Get-Back-To-The -Game promo inviting ex-annual members back and offering a 25% discount for signing back up. With the new membership benefits and the incentive programs, we are hoping to see a significant increase in annual memberships this year. A very large portion of our memberships will be purchased by November 15th, which is the deadline to receive the early payment discount, so we will have a busy next two weeks with sign-ups. During the last six days of October, 30 memberships were purchased. Eight of those memberships are new, which means they didn't have a membership for the 2023 season. All of the new members came in as part of the referral program although we only gave 6 discounts since two of the new members were juniors.

Pricing Changes: The decision to keep our rates the same for 2024 was made in mid-October. This applies for both annual fees and daily play. The only items that could change would be food and beverage items based on cost of product.

November/December Upcoming: We will be hosting our customer appreciation event on Wednesday evening, November 8th. The City will be providing pizza and non-alcoholic beverages and discussing the prior year as well as what is to come. This event is open to both members and non-members wishing to discuss thoughts and questions they may have as well as meet with City staff.

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 18th. 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.

Don Holwegner with a hole in one on October 31st 2023!



Rock the Locks Photos







WE MISS YOU!

GET BACK TO THE GAME AND SAVE

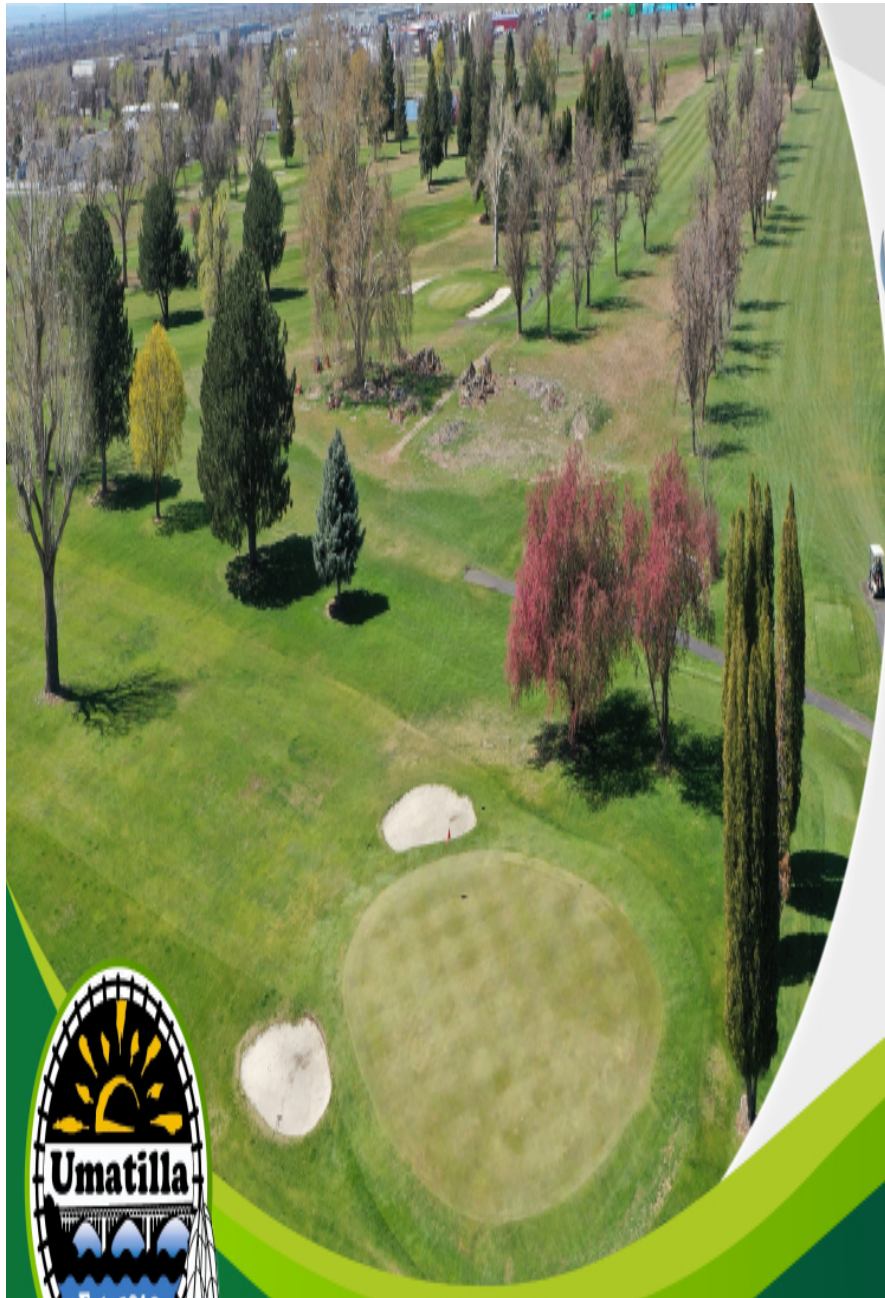
Come back & sign up for a 2024 Annual Membership

OFFER EXPIRES 12/31/2023

**SAVE
25%
OFF
REGULAR
RATE**



- Must have been an annual member prior to but not during or after the 2021 season.
- 25% savings applicable per membership, not per individual.
- 25% savings applicable to Single, Couple and Corporate Memberships. Not available on Children or Junior Memberships.
- \$100 savings applicable toward Student Memberships



BIG RIVER GOLF COURSE

Annual Customer Appreciation



WEDNESDAY
November 8th

At 6:00 PM
Umatilla City Hall
700 6TH ST, Umatilla

RSVP: 541.922.3006
Email us: Megan@umatilla-city.org

You are invited!

Please come meet the City staff and discuss all things Big River!

We would love to hear all your questions and input, while also learning what's to come in 2024!

Come grab some pizza and let us get to know you better.

Get Rewarded

\$100

Off For Every Referral

Current & new members will both receive \$100 credit towards 2024 Annual Membership

It's easy! Here is how it works...

- The new member must not have been a member of BRGC for the 2022 or 2023 seasons.
- \$100 credit is only valid toward 2024 annual membership. No cash value, credit cannot be saved, added to the books, etc
- Credit is not available on Children or Junior memberships.
- The new and referring members must join by January 1st, 2024 to receive credit.
- New member must mention their referral at time of purchase.
- \$100 discount applies to applicable 2024 membership fee based on the date of the membership payment by referring member receiving the credit.

New 2024 Annual Member

Signature

Date

Referring Member for 2024

Signature

Date



Umatilla Parks and Recreation Division Report (July to November 2023)

UMATILLA
PARKS AND RECREATION

Water Palooza



Water Palooza is a free event for the community that was held in July. We set up an inflatable obstacle course, waterslide and a giant slip and slide. We also offered kayaking demos in the marina swim area where the community could come try the kayaks out for free. The day ended with a free raffle for everyone in attendance. The event brought in roughly 500 to 800 participants and was a huge success as was last year.

Junior Golf Camp

This year the Parks and Recreation team collaborated with Hermiston Parks and Recreation to put on a Jr. golf camp at The Big River Golf Course. The golf camp was a four-day event where we taught the junior golfers all three hitting techniques (driver, irons and putting). On the fourth day all of junior golfers competed in a course modified golf tournament. The camp brought in 44 participants which maxed out our registration, we also had participant placed on a waiting list. Jr. Golf Camp was a very popular program with a lot of interest from our community.



the



Umatilla Parks and Recreation Division Report (July to November 2023)

UMATILLA
PARKS AND RECREATION



Movie in the Park

Movie in the Park was hosted in Nugent Park this year as we found that the usual location, the Marina Park, attracted too many mosquitos. In order to encourage people to come and hangout with their fellow community members we opened the event an hour prior to the showing the movie, Space Jam: A New Legacy. We handed out churros from Apa Churros and

brought out our yard games as well as our inflatable bounce castle. This movie night was the greatest turn out we had for any of the movie nights we have hosted with over 40 people dropping by to enjoy a night in the park. We hope to host more than one in this upcoming year.

National Night Out



Another great community event, we had yard games, hot dogs cooked by the Police Dept staff, free giveaways, and much more! The Fire Department brought out their vehicles for children to explore and did a fantastic job interacting with those who stopped by. We paid extra attention to having more seating areas under tents this year as August even in the evening is very hot. To combat the heat a bit Umatilla Library staff were handing out free snow cones to anyone who wanted to refreshing treat. Overall, a great event that brings a sense of community with Umatillians and our first responders.



Umatilla Parks and Recreation Division Report (July to November 2023)

UMATILLA
PARKS AND RECREATION

Kids bingo



An ever-popular event, we hosted 2 bingo nights in September to start off our Fall season. There has been a steady increase in the number of children joining us for bingo. We have been experimenting with the day of the week we host our kid's bingo nights as we assume the greatest barrier are parents who bring their children to this event not being free to bring their children. Moving the event to a Thursday night proved to be the most successful with 22 online registrations and an additional 5 walk ins. Though these number may seem low, we keep spots limited as parents attend with their children and the room fills up quickly. This may be one of the highlights of the event as kids are able to spend time not only having fun but bonding with their parents. We will open up registration for additional kid's bingo nights in December.

Adult Bingo



Our Fall adult bingo started off with a bang in early November. We had fifty-five adult participants register for bingo and another ten participants on the waiting list.

We are planning to begin a theme this Fall at all our bingo sessions. To bring a childhood classic to this older audience Willy Wonka and the Chocolate Factory was chosen as the theme and will consist of the staff dressing up as characters from the movie such as Willy Wonka and the Oompa Loompas. Participants will have the chance to win a variety of different prizes with each game played with a golden ticket being offered as a prize as well! Bingo is definitely one of





Umatilla Parks and Recreation Division Report (July to November 2023)

UMATILLA
PARKS AND RECREATION

Intro to Kayaking

Earlier this year all Parks and Recreation Coordinators became certified as official ACA (American Canoe Association) kayak instructors. This allowed us to host a three series introduction to kayaking course. The first 2 classes were designed to be instructional courses that taught kayak entry, basic strokes and maneuvers, and self-rescues. The third class was a group excursion where we took participants from Warehouse Beach to Hat Rock State Park that focused on navigating water ways using skills learned in the previous classes and trip planning. We had ten participants for the first two classes and a total of fifteen participants on the final trip.



Umatilla Parks and Recreation Division Report
(July to November 2023)



UMATILLA
PARKS AND RECREATION

Trick or Treat on 6th



This year's theme was Star Wars and City Hall was transformed into multiple scenes depicting the movie series. We are happy to say that this is one of the events that all Umatilla City staff takes part in. Starting from the entrance at the Library which depicted the desert, event goers were able to walk into the Millennium Falcon inside the building. After that, attendees were led into the Death Star and then a Space Room that had an X Wing Fighter and Tie Fighter. There you would see Luke Skywalker and Darth Vader battling it out. The final scene was the Endor Forest with a giant AT AT Walker coming out from the wall.

The response was overwhelmingly positive again this year! The comments that we heard were that it keeps getting better year after year and the community is so pleased at the effort that we make to put on this event.





Umatilla Parks and Recreation Division Report (July to November 2023)

UMATILLA
PARKS AND RECREATION

Rock The Locks

Rock the Locks was one of our greatest learning experiences this year. With planning beginning for our department at the start of the year, countless hours were spent by our staff in conjunction with all city staff and community partners to bring this festival together. To attest to our successful first year comments on Facebook and from the general public were overwhelmingly positive. With many being impressed that for a first-year festival that is was as organized as it was. We have already begun preparation for next year and will take what we learned form the first year to continue to gradually improve this festival.





**Umatilla Parks and Recreation Director's Report
Parks and Recreation Committee Meeting
July-November 2023**

Staff Training:

Training is a key component to having a successful, high performing organization. In 2023 our staff received the following certifications and attended trainings:

1. Two staff became Certified Playground Safety Inspectors
2. Six staff received Kayak and Paddleboard Instructor certification
3. Four staff attended the National Recreation and Parks Association annual conference
4. Six staff attended the Oregon Recreation and Parks Association annual conference
5. One staff member received the Certified Parks and Recreation Executive certification

Mural Project:

The Nugent Park Mural Project was completed in September of 2023. Noemy Vega, Recreation Coordinator, worked with the artist to refine the proposal and get the project completed.

Rock the Locks:

A comprehensive Rock the Locks report was presented to City Council on November 7th. Thank you to the Parks and Recreation Committee members that helped with the Success Criteria work group. For a first time event, it was very successful. Staff learned a lot and are already working on the 2024 event.

Community Gardens:

The City is planning to form a steering committee that will help keep the community garden progressing. The plan is to begin construction in the spring of 2024.

Marina & RV Park Development:

The City was awarded a \$118,000 OSMB grant to begin design and engineering for the Marina Development project.

Nugent Park Boat Launch and Parking Lot Improvements:

The City received a \$460,000 grant to complete the Nugent Park Boat Launch project. The project has reached 30% design review and will continue to move forward over the next two years.