

**UMATILLA PARKS AND RECREATION MEETING
AGENDA
700 6TH STREET UMATILLA, OR 97882
JANUARY 12, 2023
6:00 PM**

1. **MEETING CALLED TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

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3.1 **Approval of November 2022 Minutes** *Suggested Action: Approve minutes as presented.*

4. **NEW BUSINESS**

4.1 **Division Reports: Marina & RV Park Recreation Golf course** *Suggested Action: None*

4.2 **Other Project Report** *Suggested Action: None*

5. **DISCUSSION ITEMS**

6. **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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CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Approval of November 2022 Minutes	Meeting Date: 2023-01-12
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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:

[11-10-2022 Parks and Recreation Committee Minutes.pdf](#)

Summary Statement: Approve minutes as presented.
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Consistent with Council Goals: Goal 5 : Perform at the Highest Levels of Operational Excellence



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 November 10th, 2022 Thursday at 6:00 P.M. Umatilla City Hall, Council Chambers

**Attendance: Staff: Chris Waite, Luke Romero, Noemy Vega
Committee Members: Max Bedolla, Becky Greiner, Kassi Kennedy, Tina Ridings**

I. CALL TO ORDER.

Max Bedolla called the meeting to order at 6:04p

II. APPROVAL OF MINUTES

Updated Kassandra to Kassi; approved by Becky, seconded by Tina

III. OLD BUSINESS

A. Marina and Hash Park Concept Plan

The meeting was opened by Chris with an overview of feedback from the community on Hash Park and the Marina concept plans. Feedback was gathered during McNary Heights Elementary open-house night and during previous committee meeting when it was opened for public engagement.

1. Hash Park
Highlighted – splash pad

Becky made a comment on the lack of a youth softball field on the Hash Park concept plan. Chris will provide an answer to this in upcoming meeting.

2. Marina
Chris brought up a recommendation from public comment on Marina docks. Comment was to swap covered and uncovered docks in addition to having reserved parking spaces for slip holders. Additional detailed plans to be released.

Kassi commented on that there was no fish cleaning station listed on Master Plan. Chris noted that this will be reviewed on Master concept plan.

IV. NEW BUSINESS

A. P&R Program Update

1. Chris presented general information on Rock the Locks festival and Spring Music Festival. Only comment mentioned by committee members at the time was how we arrived at the name of Rock the Locks Festival. Chris responded that name in addition to several others were presented by a production agency.

2. Community Garden

Chris informed the committee that there was no update on the community garden at this time.

3. Grants

Chris briefly went over grants that are in the works – informed committee that the first batch of grants would be funding for designs and 2nd round for building. No update at this time, more information to come. Also reviewed Parkland donations.

B. Division Reports

1. Overview of past and future programs

Luke and Noemy reviewed presented information on kayaking classes, kayaking trip, disc golf, golf scramble, movie nights, and Trick-or-Treat on 6th. They also briefly presented upcoming programs.

Chris present division reports for the Marina and RV Park: Fish-n-the-Brave

VI. DISCUSSION ITEMS

N/A

VII. ADJOURN

Max moved to adjourn the meeting. Meeting adjourned at 7:02p

Submitted by

Date

Committee Chair

Date

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Division Reports: a. Marina & RV Park b. Recreation c. Golf course	Meeting Date: 2023-01-12
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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 Amount Budgeted: n/a	Fund(s) Name and Number(s): N/A
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Reviewed by Finance Department: No	Previously Presented: n/a
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Attachments to Agenda Packet Item:

[Umatilla Marina and RV Park Division Report January 2023.pdf](#)

[Recreation Division Report January 2023.pdf](#)

[Golf Course Division Report January 2023.pdf](#)

Summary Statement: None

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

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 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 hoping to be 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 Slip Credit
for the month of December for all participants
Plus a Compl. Place for the top 10 place winner

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 Credit
for the month of December for all participants
Plus a Compl. Place for the top 10 place winner

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

July -December 2022

Umatilla Saturday Market

The City of Umatilla's second annual Saturday Market was a craft and vendor event that was hosted by the city every Saturday between 8:30am and 12:30pm from June 11th until September 10th in Village Square Park. Market included a bounce house, free face painting, and rotating free food for the community.

Senior Kayaking

In late August, early September, our Parks and Recreation team hosted a three-class senior kayaking series. The first class started off with an introduction to kayaking at our Marina Park beach, where our seniors learned the basics to kayaking. The second class progressed to a trip to Warehouse Beach, where our seniors got the opportunity to paddle around on the Columbia River and learn more advanced paddling skills. Our third class was a kayaking trip from Warehouse beach to the Hat Rock boat launch. This was two-hour, three-mile trip.

Kayaking Trip:

Due to the popularity of our Senior Kayaking courses, we decided to host a Kayaking trip down the Columbia River. We opened the trip up to adults of all ages and the trip was a hit. We had sixteen spots available and the class filled up quickly. We took a five-mile trip from Hat Rock State Park down to the McNary Beach near the dam.

Water Palooza

Water Palooza was hosted this year on July 23rd at the Umatilla Marina. A day of free fun for the entire family the event included a giant slip-and-slide, water balloon fights and a relay. During the event participants had free access to the city's kayaks and paddle boards. Free hot dogs and snow-cones were given out to the community during the event.

Movie Night in the Park

Free movie nights were hosted for the community on July 22nd and August 5th at the Umatilla Marina Park. Movies were displayed on our new 20' inflatable outdoor movie screen. Free popcorn was provided and the event had moderate success. Movies shown were Ghostbusters Afterlife and Uncharted.

National Night Out

A chance for the community to connect with Umatilla's police officers this free event took place on August 2nd from 6pm to 8pm. To make the event a success there was a bounce house, hot dogs, music, and games such as tug-o-war. The Umatilla Police department and Fire Department staff came out for the duration of the event to hand out small giveaways as well as for photo ops with emergency vehicles.

Coyle Outside Survival Camp

The City of Umatilla hosted an Outdoor Survival Camp a four-day camp guided by Coyle Outside at Hat Rock Park on the 22nd through 25th of August from 8:30am to 2:00 pm. Participants were between the ages of 7 and 11 years old and had the opportunity to learn how to build shelter & fire, cordage, navigation, knife safety, traps among other outdoor survival skills. The camp had a great turn out with a waiting list for the camp.

Youth Summer Art Camp

Classes extended over 3 days back to back and were taught by a volunteer instructor Gretchen Erickson. The classes lasted 2 hours each day and taught kids basic crafting skills that were incorporated in the next class. Children were able to take home many art masterpieces each day.

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. Due to the success of our bingo nights they will continue in early 2023.

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. While participation started low class, sizes are increased as the word spread. 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. The last class of the course was the most successful. Future classes will focus on ethnic food as feedback from participants focused on making food from different cultures.

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.

Golf Scramble

In mid-September the Parks and Recreation team started a seven-week long Wednesday night nine-hole golf scramble. This was an event for golfers of all ages to come play in a weekly scramble. Over the course of seven weeks we had one hundred and seventy-six people attend the golf scramble. This event was so popular golfers wanted us to keep it going.

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. Several families came out to the event however, the weather became cold and despite tower heaters being placed among the audience some families left early due to the cold.

Bingo Nights for Adults

Several bingo nights were hosted during the month of November. Participation in these bingo nights was great during the month, with the last bingo night ending with a total of 27 attendees. Bingo nights will be moved to Saturdays in 2023 due to feedback from participants.

Fall Community Clean-up

A clean-up day for the whole community hosted at the Public Works department on Saturday the 10th of October. Curbside pick up was offered and with the help of Public Works staff pick up was coordinated for the 2 days prior to our drop off day. Future community clean-up days will follow the same system to lessen the burden on Public Works staff.

Art Classes for Adults

2 art classes targeting adults with a focus on working with a wood-burning pen and a paint and sip night. Registration was low for both scheduled classes so unfortunately, they were cancelled. Due to low interest classes were not rescheduled.

Kids Wacky Science Class

A class for children ages 6 to 12 that took place on November 19th. The class had a moderate turn out but overall was very successful. The class covered making home-made lava lamps, magnetic slime, and how to make home-made bouncy balls. Participants were able to take home their projects and the last part of the class was an egg drop contest with a telescope as a prize.

Kids Clay Camp

A 3-class course where participants were instructed on the basics of ceramics. The classes covered pinch pots, coil pots and working with glazes. Only 4 families registered for the class so class time will have to be adjusted so that parents are able to bring and stay with their children. Feedback was that parents wanted to stay with children. Classes will be adjusted to a family class where both parents and children can learn together. Classes may have to be more sculptural as the children that took the class were happier to make whatever came to their imagination versus building pots.

Umatilla Grinch Scavenger Hunt

A 5-week long scavenger hunt with a new prize each week. Clues were posted weekly online through social media to garner more interest and interaction with our different social media platforms. Scavenger hunt was comprised of following clues each week to the location of a Grinch cut-out that was placed at different parks in Umatilla as well as one in collaboration with the Umatilla Public library where participants had to complete phrases taken from different plaques around Umatilla. Many members of the community participated and closely followed the scavenger hunt with some participants finding the Grinch the same day the first clue was posted.

Winter Fest

Hosted on Friday, December 2nd at the Umatilla Marina the event incorporated local craft and food vendors, sleigh rides, pictures with the Grinch and Santa, as well as the opening of the ice rink. While the event was off to a great start below freezing temperatures caused event goers to dwindle out after the tree-lighting. Free cookies, hot chocolate, wrapping paper and ginger bread house building kits were handed out while supplies lasted.

Looking Ahead:

Kids Bingo
Adult Bingo
Spring Community Clean-up
Touch-a-Truck
Yoga
Ceramics Classes
Spring Break Activity Camp
Flag Football
Gardening Class



Umatilla Parks and Recreation Program Update
Big River Golf Course
January 2023 Report

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: Other Project Report	Meeting Date: 2023-01-12
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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 Report January 2023.pdf](#)

Summary Statement: None

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
January 2023 Other Project Report**

Community Gardens:

The Recreation Division is organizing a pilot community garden project for the spring of 2023. The plan includes a small fenced raised bed garden with a tool shed. The primary site is south of the tennis courts in McNary. The site is still being evaluated for feasibility.

Hash Park Development:

In December of 2022, the City Council approved the proposed Hash Park Master Plan. The Recreation Division is currently working on a Local Government Grant Program (LGGP) small grant for the project design and engineering. This will fine tune the park layout and determine overall construction costs to implement the entire park development.

Marina & RV Park Development:

In December of 2022, the City Council approved the Marina/RV Park Master Plan. The Recreation Division is currently working on an Oregon State Marine Board (OSMB) grant application to begin feasibility studies related to the marina improvements. These studies are required before the city can seek additional grant funds.

Parkland Donations:

The department is currently working on securing appraisals for two parkland donations in South Hill. One parcel is 11.5 acres. The other is a small pocket park. Once these appraisals are secured and a donation agreement is signed, the donations will go to City Council for acceptance. After that, planning can begin for how to utilize the land.

South Hills Parks:

The Parks and Recreation Department is working on plans for two parks in South Hills. One will function as a pocket park and the other as a neighborhood park. Planning is in the early phases. Community engagement will take place farther along in the process.

Nugent Park Boat Launch and Parking Lot Improvements:

The department is working with a consultant on an OSMB grant to match FEMA funds to make improvements to the Nugent Park Boat launch and parking area. This will create better vehicular circulation and an improved boat launch site.