

**UMATILLA CITY COUNCIL MEETING
AGENDA
COUNCIL CHAMBERS 700 6TH STREET, UMATILLA, OR 97882
JUNE 15, 2021
6:00 PM**

1. **MEETING CALLED TO ORDER**
2. **ROLE CALL**
3. **PLEDGE OF ALLEGIANCE**
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. **CITY MANAGER REPORT**
 - 6.a [Master Parks Plan Presentation - Presentation of draft master parks plan by GreenPlay LLC.](#) *Suggested Action: Discussion only*
7. **PUBLIC HEARING**
 - 7.a [Public Hearing on Resolution No. 62-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by adopting this supplemental budget and revising appropriations](#) *Suggested Action: If a proposed supplemental budget will change any fund's expenditures by more than 10 percent, a public hearing must be held. In this case, the Refuse Fund expenditures are changing by more than ten percent due to the mid year refuse rate increase.*
8. **NEW BUSINESS**
 - 8.a [Resolution No. 62-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by adopting this supplemental budget and revising appropriations](#) *Suggested Action: Motion to approve Resolution No. 62-2021*
9. **PUBLIC COMMENT**
10. **DISCUSSION ITEMS**
 - 10.a [Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan](#) *Suggested Action: Discussion only.*

City staff has been working in collaboration with local jurisdictions and DLCDC to update the NHMP. FEMA has reviewed the draft plan and provided an Approved Pending Adoption letter. All 17 local jurisdictions now must adopt the plan. Staff will bring the NHMP and necessary approvals for review at Councils July 6th meeting.

- 10.b **Kiwanis Falls Design Options** *Suggested Action: Council has approved the FY22 Budget which includes the Kiwanis Falls Project. This discussion item looks at some possible design concepts and welcomes further discussion and direction as we work toward the final design concept.*
- 10.c **Zoning Code Updates** *Suggested Action: Staff would like direction from Council if they are interested in pursuing a change to the RV occupancy duration limit and/or to allow cottage clusters in a residential zone.*

Soon, staff will begin work to update City codes, including an update to address legislative changes and general code clean up. As part of the process, staff has reviewed the code and has two items at this time that have been brought up by multiple residents.

The first is relating to occupancy of and RV within an established RV Park. Code currently limits any individual or vehicle to 90 days within any 180 day period (current code language is provided below).

"There shall be no long-term residential occupancy of a recreational vehicle park space. The maximum time any individual or vehicle is permitted is ninety (90) days within any one hundred eighty (180) day period. The applicant or subsequent park operator shall make his occupancy records available to the City to assure that this condition is met. Violation of the ninety (90) day occupancy limitation shall be grounds for immediate revocation of a conditional use permit."

Second would be to consider allowing cottage cluster developments within a residential zone. Cottage cluster developments allow for development on a property to be clustered, or very close together, allowing development on properties that may otherwise be limited due to environmental or other constraints. Cottage cluster developments can also provide home ownership alternatives to apartment dwellings.

- 10.d **Homelessness and Housing General Discussion and Update** *Suggested Action: There has been a lot of activity regarding homelessness in Umatilla recently. Illegal or allegedly illegal campsites have been popping up in or around the City. Staff has also had multiple discussions with several community members regarding homelessness recently. There has also been a heightened level of interest on this topic on social media. Additionally, the State Legislature just passed HB 3124 and HB 3115. HB 3124 increases the notice local governments must give before clearing out homeless campers and their belongings from 24 hours to 72 hours. While HB 3115 requires local governments to adopt policies that are "objectively reasonable" in regulating when, where and how people can live outdoors. It requires that local laws addressing "sitting, lying, sleeping or keeping warm and dry outdoors on public property must be objectively reasonable... with regards to persons experiencing homelessness."*

A desire for the City to host a Town Hall Meeting on this topic has been expressed by community members.

Staff seeks further discussion and direction from Council on ways in which staff should proceed and on what goals we may or may not have on this topic.

11. **MAYOR'S MESSAGE**

12. **COUNCIL INFORMATION & DISCUSSION**

13. **ADJOURN**

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CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Master Parks Plan Presentation - Presentation of draft master parks plan by GreenPlay LLC.

Meeting Date:

2021-06-15

Department:

Community Development

Director:

Brandon Seitz

Contact Person:

Brandon Seitz

Phone Number:

Cost of Proposal:

\$64,995.00

Amount Budgeted:

\$65,000.00

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

Yes

Previously Presented:

NA

Attachments to Agenda Packet Item:

[Umatilla Final Presentation.pptx](#)

Summary Statement:

Discussion only

Consistent with Council Goals:

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



Park Master Park Plan
City of Umatilla,
Oregon



City of
UMATILLA

PARKS AND
RECREATION

City of Umatilla Master Park Plan
Final Draft Presentation
June 15, 2021

Please email any questions or comments to :
Tom Diehl, CPRP, Principal
Tdiehl@greenplayllc.com



Your Team



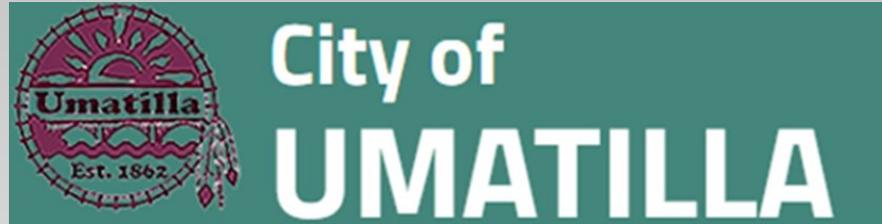
Art Thatcher, Principal
Principal-in-Charge
GreenPlay, LLC



Tom Diehl, Principal
Project Manager
GreenPlay, LLC



Jeff Milkes,
Project Consultant,
GreenPlay, LLC





The 2021 Master Park Plan will:

- Be the **guiding document for planning, maintenance, and capital planning and financing** for City parks and recreation facilities
- Quantify and qualify how the 12 city-owned parks and the 4 Army Corps of Engineers owned park facilities, along with the Old Town Site, **provide park and outdoor spaces for public enjoyment**

4 Stages of Public Engagement



Strategic Kick-Off

- Critical Success Factors
- Key focus areas
- Meeting schedule
- Identification of Key Stakeholders
- Gathering of All Relevant Documents
- Briefing with Decision Makers




1 Information Gathering

- **Needs Assessment**
 - Staff
 - Stakeholders
 - Public Meetings
 - Focus groups
 - Interviews
 - Surveys
 - Online engagement
- **Inventory**
 - All Assets
 - All Program Locations
 - Other Providers
- **Level of Service Analysis**
 - GIS component-based mapping
 - Quality, Quantity, Functionality
- **Community Profile**
 - Historical & Planning Context
 - Demographics
- **Trends**



2 Findings & Visioning

- **Presentation/Feedback Sessions**
 - Staff
 - Stakeholders
 - Decision Makers
- **What We Have Discovered**
- **Key Issues Matrix**
- **Key Ideas and Themes for Improvement**
- **Analysis**
 - Programming
 - Operations
 - Maintenance
 - Marketing & Communications
 - Financial Resources



3 Draft Recommendations

- **Summary Findings**
- **Strategies**
 - Long-Term Vision
 - Short-Term Action
- **Implications**
 - Financial
 - Operational
 - Maintenance
- **Recommendations**
- **Action Plan**
 - Tasks
 - Timing
 - Costs
- **Review & Revisions**




4 Final Plan

- **Review**
 - Staff
 - Public
 - Decision Maker
- **Distribute/Post**




Implementation

- **Action Plan**
- **Annual Review**




Typically our Strategic/Master Plans include a 5-year focus on operations, 10-year focus on capital, and 20 year strategic vision. Other elements and tools are added as needed for a community-specific plan.

The Parks and Recreation Department manages the City's parks along with the Old Town Site to provide park and outdoor spaces, programs, and services for the public to enjoy. The City of Umatilla has 17 parks in total, 12 are owned and operated by the City and 5 are US Army Corps Properties.

These parks are:

- 3rd Street Soccer Field
- Easton Park (formerly known as Bus Stop Park)
- Hash Park
- Kiwanis Park
- Lake Wallula Boat Ramp*
- Lewis Street Greenway
- McNary Beach Park *
- McNary Tennis Courts
- McNary Wildlife Nature Area*
- Nugent Park
- River Park
- Spillway Park *
- Sunset Basketball Park
- Umatilla Landing Park
- Umatilla Marina & RV Park
- Village Square Park
- West Park *

* US Army Corps of Engineers Managed Parks

Umatilla Population

2019 Population

8,104

Source: Population Research Center (PRC)

Median Age

32

Source: American Community Survey

Median Income

\$38,800

Source: Umatilla Housing Needs Analysis

Unemployment Rate

11.9%

Source: 2020 Esri Business Analyst

Percentage of People Living with a Disability

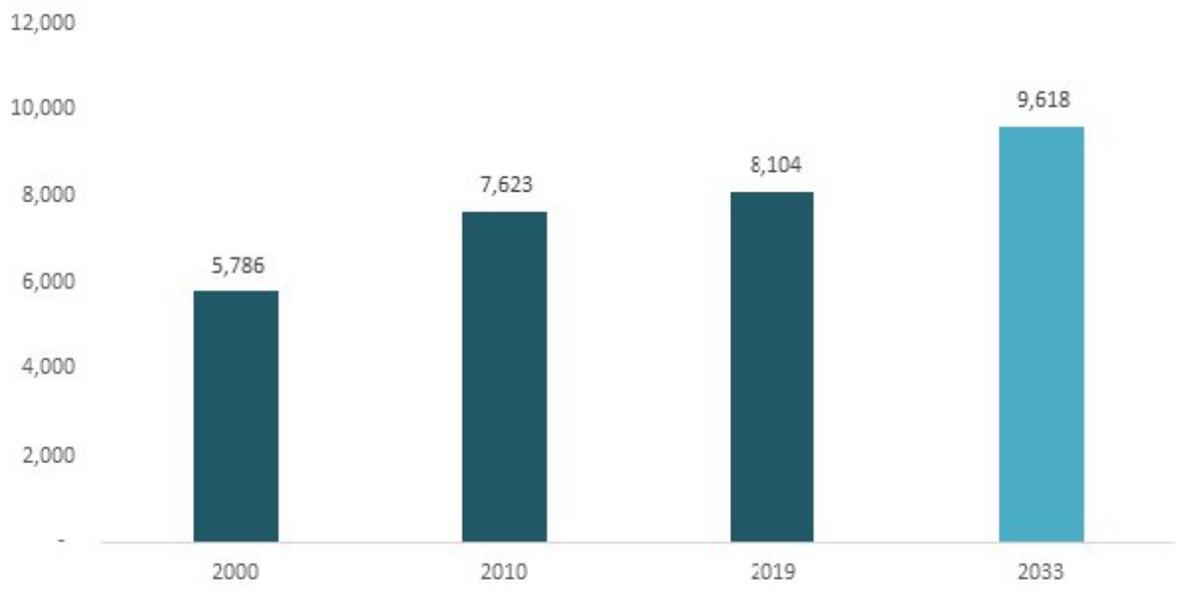
29.3%

Source: American Community Survey

46.26%

Hispanic Origin

Source: 2020 Esri Business Analyst



Sources: U.S. Census Bureau, 2000 and 2010 Censuses; Forecast by Population Research Center (PRC).

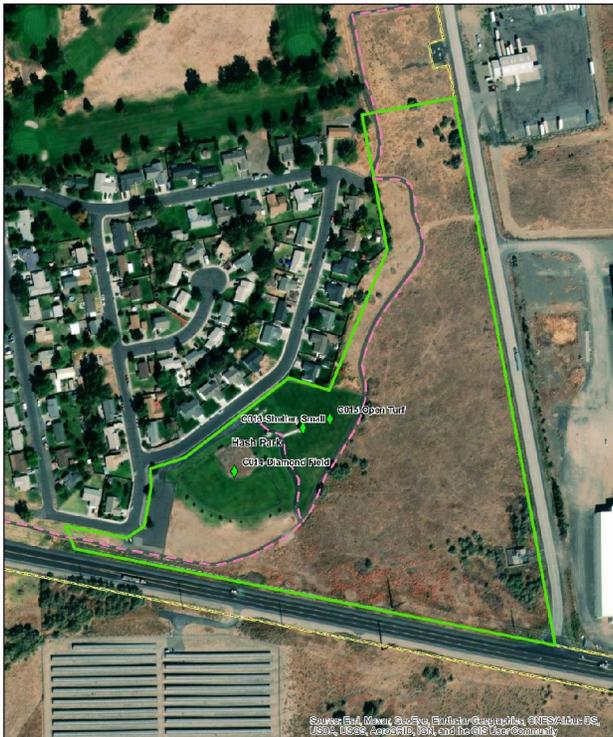


Inventory & Level of Service

Hash Park



◆ Component Existing Trails Locations City Limits



Source: Esri, DeLorme, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Hash Park

Initial Inventory Date: 6/16/2020
 17.6 Total Neighborhood GRASP® Score 17.6 Total Community GRASP® Score Approximate Park Acreage: 22.7
 Owner: City of Umatilla

Drinking Fountains	0	Shade	1	Design and Ambiance
Seating	1	Trail Connection	2	
BBQ Grills	0	Park Access	2	2
Dog Pick-Up Station	0	Parking	1	
Security Lighting	0	Seasonal Plantings	0	
Bike Parking	0	Ornamental Plantings	1	
Restrooms	2	Picnic Tables	1	

General Comments

Lower park with potential for growth

Components with Score

MAPID	Component	Quantity	Lights	Neighborhood Score	Community Score	Comments
L01	PARCEL	1		2	2	
C0:5	Open Turf	1		2	2	
C0:4	Diamond Field	1		2	2	Covered dugouts
C0:3	Shelter, Small	1		2	2	

Mapping Location and Quality of Components



Sort for things such as low scoring components

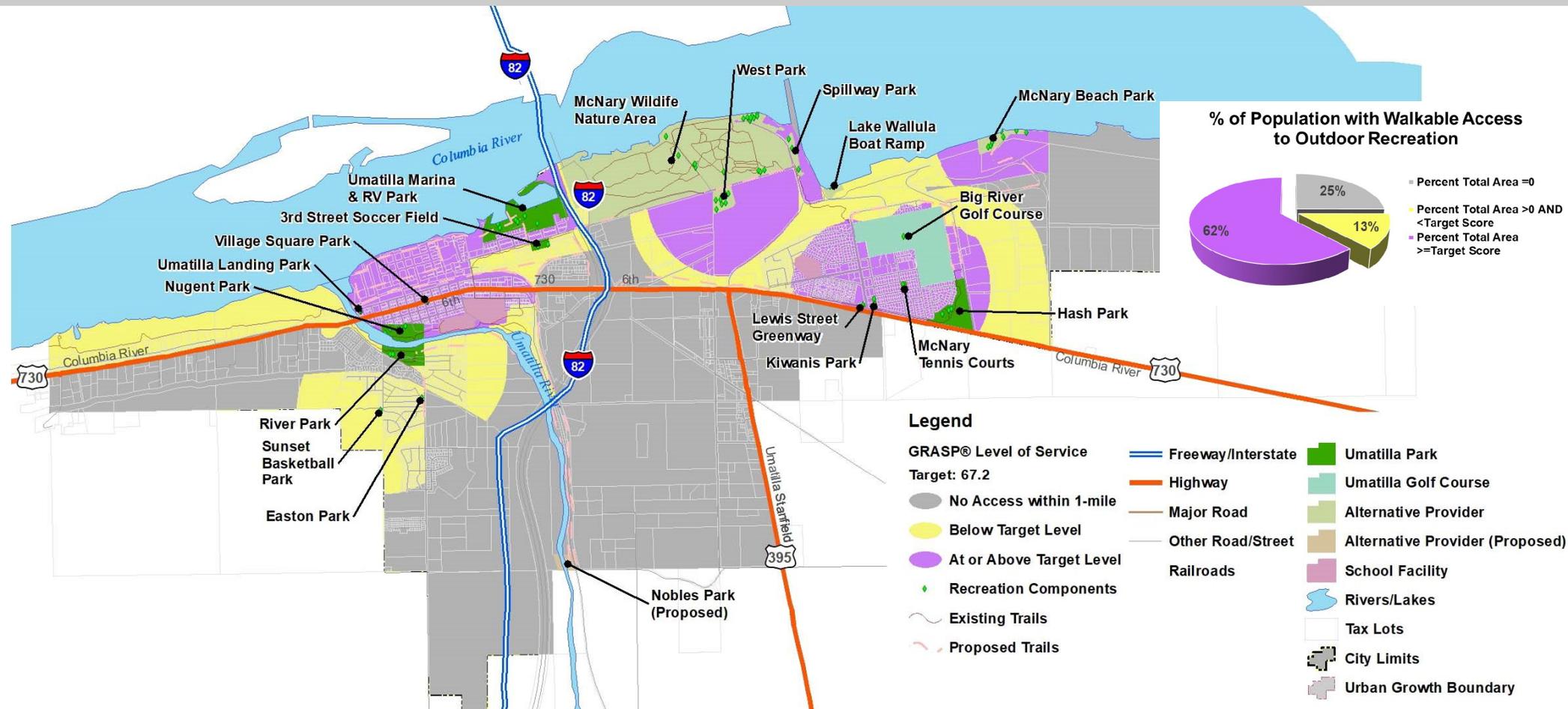
Map ID	Component	Location	Quantity	GRASP® Score	Comments
C071	Event Space	Village Square Park	1	1	Refurbishment planned as part of the Umatilla Business Center design and layout
C026	Tennis Court	McNary Tennis Courts	2	1	Courts and fencing are in poor condition. Only one of the courts has a net
C027	Playground, Local	McNary Tennis Courts	1	1	Minimal equipment
C031	Playground, Local	Nugent Park	1	1	Old equipment on pea gravel
C034	Playground, Local	River Park	1	1	Old and minimal on pea gravel
C041	Basketball Court	Sunset Basketball Park	1	1	Surfacing in disrepair
C043	Passive Node	Umatilla Landing Park	1	1	Minimal



The Umatilla System

Map Produced For Umatilla, OR - By The GRASP® Team
 This Map Is Intended For Planning & Discussion Purposes Only -
 Please Refer To The Project Document For Map Details
 Legend Elements May Vary Slightly In Size, Color And Transparency
 From Those Shown On Map GIS Data Sources Include:
 Umatilla, GRASP® Team,
 Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson,
 NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA,
 Geoland, FEMA, Intermap and the GIS user community
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GRASP® Walkable Access



Recommendations and Action Plan

- The Department is relatively new, and through this process, identified actions to continue to strive to meet the communities needs and desires related parks, recreation, facilities, services, and programs.

Goal #1: Improve and Expand Facilities and Amenities



- Objective 1.1: Expand greenways, pathways, and trails connectivity based on current trails master plan
- Objective 1.2: Continue to maintain and improve existing facilities and amenities
- Objective 1.3: Expand parks and open space
- Objective 1.4: Make improvements to or replace some existing facilities and components
- Objective 1.5: Develop new components at existing parks based on current level of service analysis
- Objective 1.6: Continue to improve ADA accessibility at all facilities
- Objective 1.7: Upgrade comfort and convenience amenities at existing facilities

Recommendations and Action Plan

Goal #2: Improve Organizational Efficiencies

- Objective 2.1: Continue to enhance and improve internal and external communication regarding Department activities and services
- Objective 2.2: Explore opportunities to hire additional positions to supplement the existing staff in order to provide new recreational programming and service delivery
- Objective 2.3: Explore opportunities using contract providers to increase recreational programming and service delivery
- Objective 2.4: Maximize the relationship with the Army Corps of Engineers
- Objective 2.5: Develop a relationship with the Oregon State Marine Board
- Objective 2.6: Enhance the relationship with the School District



Recommendations and Action Plan

Goal #3: Continue to Improve Programs and Service Delivery



- Objective 3.1: Explore opportunities to increase the number of community events based on demand and trends
- Objective 3.2: Develop additional recreational opportunities
- Objective 3.3: Work with other service providers to develop programs and service to meet demand and trends

Recommendations and Action Plan

Goal #4: Increase Financial Opportunities



- Objective 4.1: Review existing fees and restructure to meet current and future funding realities
- Objective 4.2: Explore additional funding options
- Objective 4.3: Explore opportunities to increase sponsorships

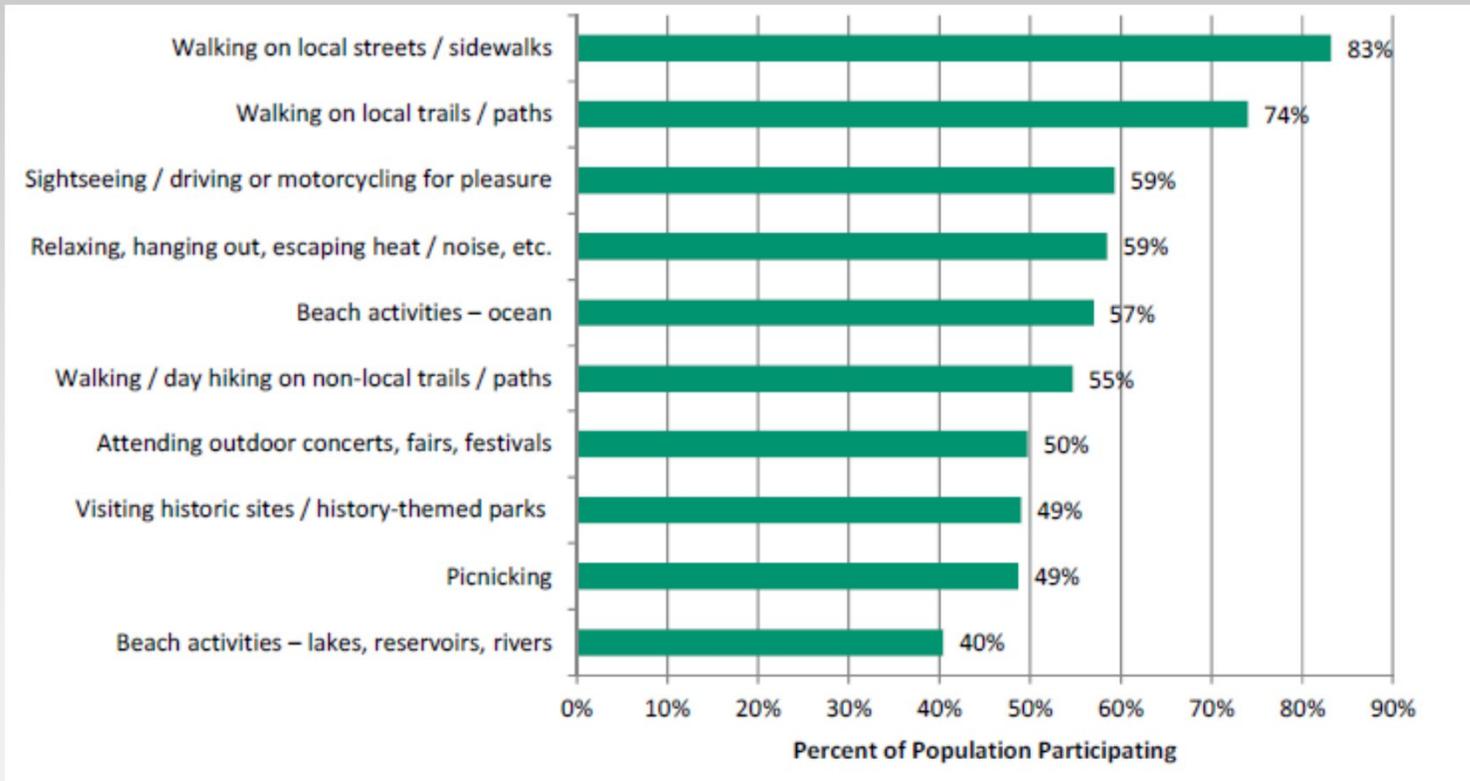
Goals, Objectives, and Action Steps (sample)

Goal 1: Improve and Expand Facilities and Amenities			
Objective 1.1: Expand pathways and trails connectivity			
Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete
<p>1.1.a Continue working with other agencies, municipalities, bordering localities, and the County to provide regional connectivity to neighborhoods, schools, parks, and the community. Prioritize off-street recreation trail opportunities over on-street connections whenever possible to increase trail access to all populations. Highest priority projects should focus on connectivity and emphasis off-street recreational trails where possible.</p>	<p>Multimodal Paths \$87 per linear foot Off-Street 12-foot Recreational Trail \$8.50 per LF</p>	<p>Additional staff for maintenance</p>	<p>Short-Term <i>Priority</i></p>
Objective 1.2: Continue to maintain and improve existing parks, facilities, and amenities			
Actions	Capital Cost Estimate	Operational Budget Impact	Timeframe to Complete

Trends Relevant to Umatilla

Oregon Parks and Recreation Activity Participation

Activity Participation in Oregon

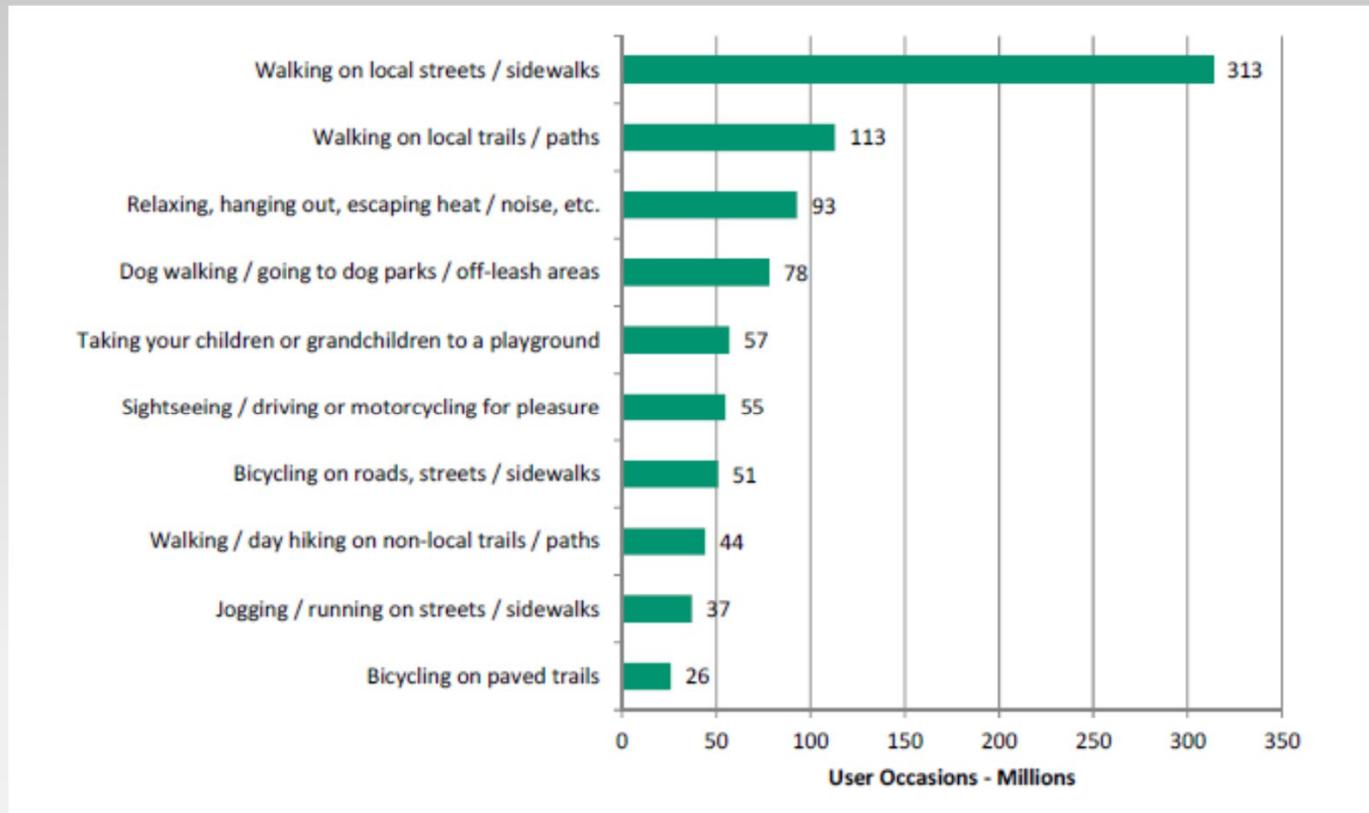


Source: State of Oregon, the five-year Statewide Comprehensive Outdoor Recreation Plan

Trends Relevant to Umatilla

Oregon Parks and Recreation Activity Participation

Activity Participation in Oregon Measured in User Occasions



Source: State of Oregon, the five-year Statewide Comprehensive Outdoor Recreation Plan

Trends Relevant to Umatilla

Oregon Parks and Recreation Priorities for Parks and Recreation Facilities, Amenities, and Services

Item	Mean	Percent				
		1	2	3	4	5
Cleaner restrooms	3.89	5.2	7.6	21.6	24.4	41.3
Dirt / other soft surface walking trails and paths	3.68	6.5	8.4	24.1	32.1	28.8
Nature and wildlife viewing areas	3.65	6.9	9.0	25.6	29.1	29.4
More restrooms	3.59	6.7	10.5	26.4	29.3	27.0
Public access sites to waterways	3.57	8.5	9.8	26.1	27.3	28.4
More places and benches to observe nature and others	3.36	10.6	13.2	27.4	26.7	22.1
Picnic areas and shelters for <u>small</u> visitor groups	3.34	7.5	14.3	32.6	28.7	17.0
Children's playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.22	14.9	13.4	28.4	21.7	21.7
Security cameras in key places	3.21	18.1	13.5	21.8	22.6	23.9
Off-street bicycle trails and pathways	3.18	17.2	13.5	26.2	20.8	22.3
More shaded areas	3.15	14.1	14.2	31.7	22.8	17.2
Paved/ hard surface walking trails and paths	3.14	14.7	15.9	28.2	22.4	18.7
Picnic areas and shelters for <u>large</u> visitor groups	2.98	14.3	19.8	33.1	19.6	13.2
Children's playgrounds and play areas built with manufactured structures like swingsets, slides, and climbing apparatuses	2.90	20.2	16.9	29.8	19.5	13.6
Designated paddling routes for canoes, kayaks, rafts, driftboats	2.90	21.7	15.8	27.6	20.9	14.0
Additional lighting	2.88	22.2	17.0	26.6	19.2	15.1
Off-leash dog areas	2.80	27.4	15.8	23.2	16.5	17.1
Community gardens (where you can grow vegetables)	2.63	32.3	16.9	21.3	14.1	15.4
Off-highway vehicle trails / areas	2.58	32.9	17.3	22.8	12.9	14.0
Multi-use sports fields	2.58	29.9	19.1	25.2	14.2	11.6
Low-impact exercise equipment	2.28	39.0	19.5	23.0	10.8	7.6

Source: State of Oregon, the five-year Statewide Comprehensive Outdoor Recreation Plan

Community Recreation Program Needs

Oregon Parks and Recreation Priorities for Priorities for Parks and Recreation Programs

Type of program, class, or event	Do you have a need for this program, class, or event?		If yes, how well is your need being met? – Mean score*	Which programs are most important?			
	% Yes	% No		% 1st Choice	% 2nd Choice	% 3rd Choice	% 4th Choice
Farmer's market	68.6	31.4	3.83	40.8	16.6	10.3	7.1
Concert	56.3	43.7	3.29	9.9	18.1	14.0	9.1
Outdoor sports	48.5	51.5	3.43	13.8	8.2	9.0	9.4
Outdoor movies	46.2	53.8	2.63	3.2	7.5	9.5	11.9
Water exercise	41.0	59.0	3.00	5.8	6.8	6.5	7.5
Historical tours	40.2	59.8	2.75	2.9	5.6	8.7	8.9
Arts and crafts (ceramic, painting)	39.8	60.2	3.04	4.0	6.9	7.3	7.5
Quiet zone for reading or meditating	38.8	61.2	3.20	4.8	6.5	6.9	7.1
Environmental education	34.9	65.1	2.74	3.1	4.6	5.9	7.4
Yoga	34.4	65.6	3.12	3.0	4.5	4.8	4.5
Game area (e.g., chess, cards)	26.4	73.6	2.58	1.2	2.3	3.3	4.4
Walking club	26.3	73.7	2.73	0.7	1.1	1.2	0.5
Computer education	25.5	74.5	2.77	1.3	2.4	3.4	4.0
Social dancing	24.3	75.7	2.68	1.3	2.5	3.0	4.2
Aerobics	22.8	77.2	3.10	1.1	1.7	1.8	1.7
Tai Chi	20.8	79.2	2.73	1.5	2.2	2.0	2.1
Zumba	18.7	81.3	3.02	1.0	1.6	1.6	1.6
Pilates	18.4	81.6	2.84	0.5	0.8	0.8	1.2

Source: State of Oregon, the five-year Statewide Comprehensive Outdoor Recreation Plan

Public Engagement

- Parks & Recreation Committee Members
- City Council
- Umatilla School District
- Business Community
- Parks and Recreation Staff

- Residents of the City of Umatilla
- Umatilla Parks & Recreation Committee
- Oregon State Marine Board
- Umatilla Chamber of Commerce
- City of Umatilla Leadership & Staff
- Business Community
- US Army Corps of Engineers

253+ Participants

3 Focus Groups

14 Stakeholder Interviews

1 Public Zoom Webinar

134 OpenGov Survey Responses

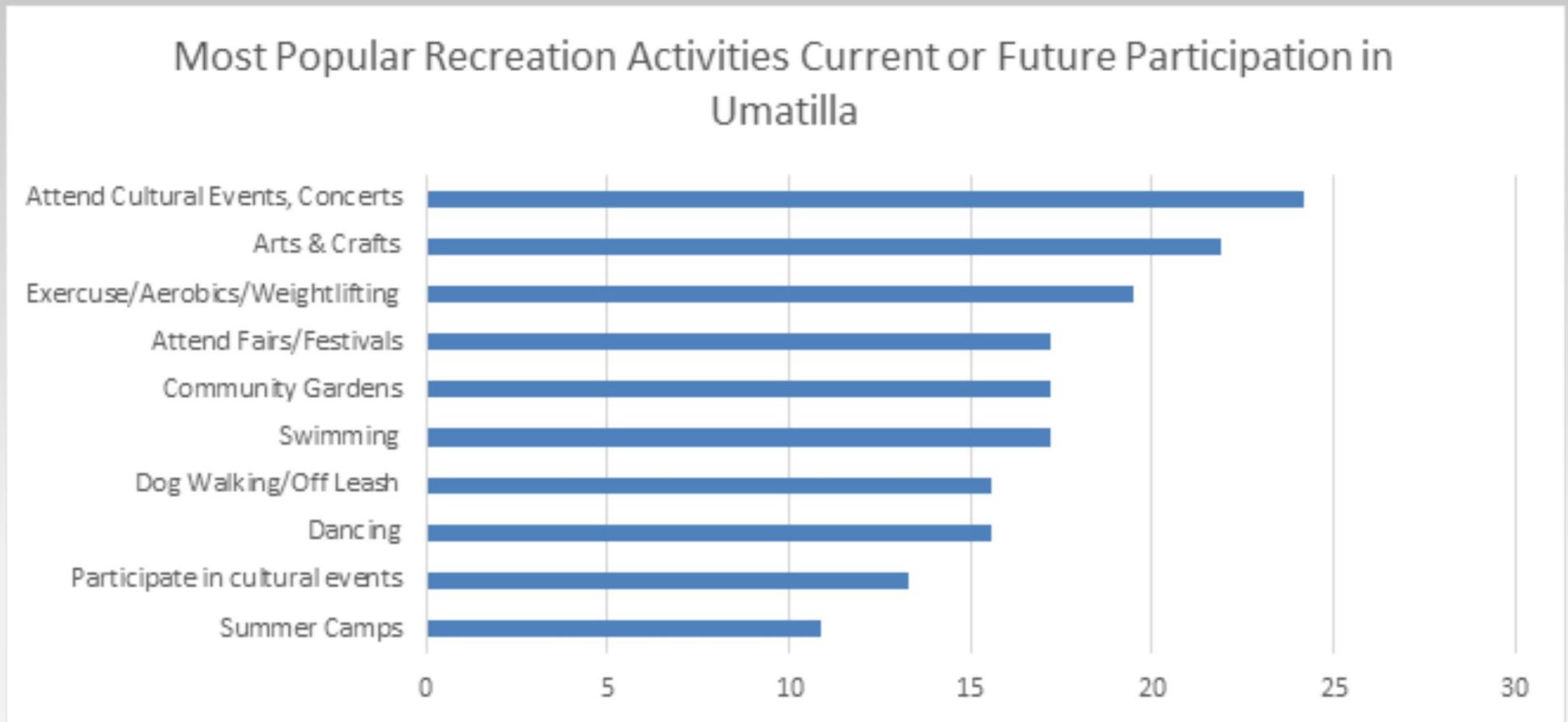
City of Umatilla OpenGov Needs Assessment Survey

Key survey statistics include:

- 217 people opened the survey instrument
- 134 responses were collected
- 6.7 hours of public comment obtained through the survey instrument
- Majority of survey respondents live in McNary or South Hill (32.8 percent for each)
- 61 percent identified as female
- 28 percent were 25 – 34 years old
- 25 percent were 35 – 44 years old
- 48.5 percent couples with children in the home
- 80 percent are registered voters
- 38 percent identified as Hispanic, Latino or Spanish origin
- 90 percent English language primarily spoken

Source: Open-Gov Needs Assessment Survey conducted by the City

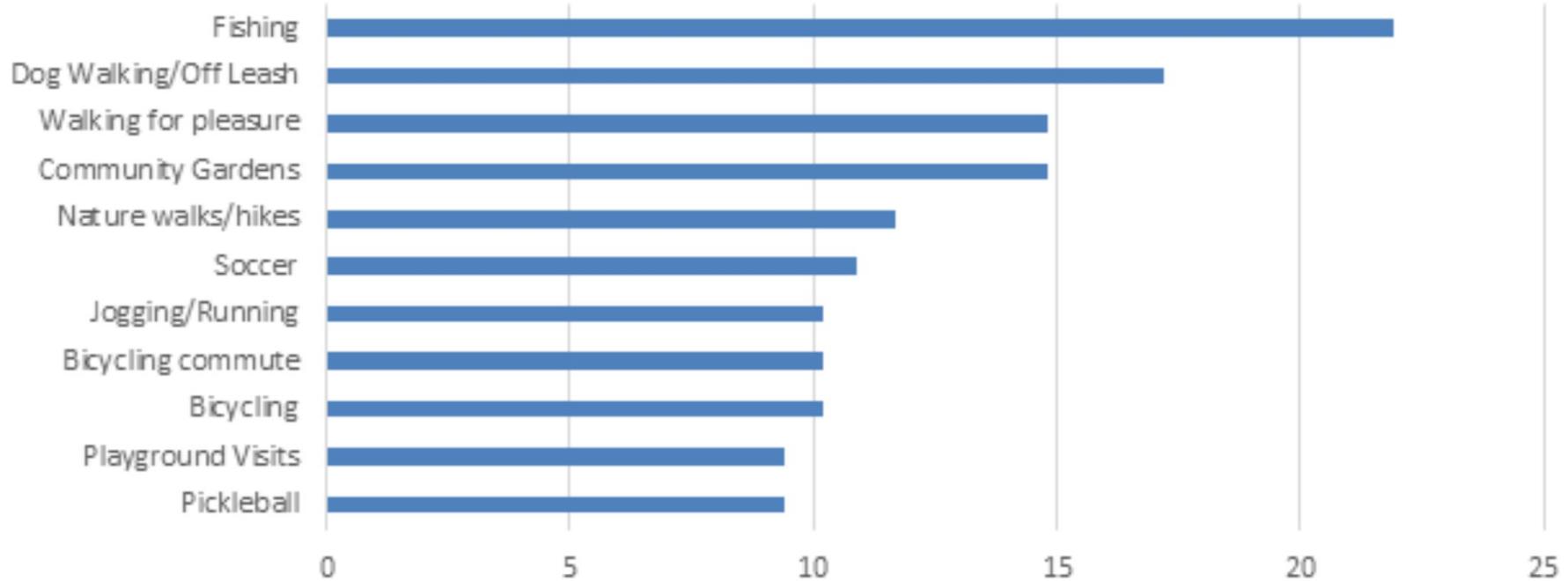
City of Umatilla Parks and Recreation Participants Desires



Source: Open-Gov Needs Assessment Survey conducted by the City

City of Umatilla Parks and Recreation Participant Desires

Recreation Activities Umatilla Residents Currently Participate
(in Umatilla)



Source: Open-Gov Needs Assessment Survey conducted by the City

City of Umatilla Parks and Recreation Participant Desires

Respondents were asked what new Recreational Programs would you like to see available? (select up to 10)

Farmers' Market	58.1	Zumba Classes	14.7
Open Gym	35.7	Baseball League	12.4
Swimming Classes	34.1	Martial Arts	12.4
Photography Classes	31.8	Sand Volleyball	12.4
Canoeing/Kayaking Classes	30.2	Golf Classes	11.6
Archery	28.7	Boating Classes	10.9
Cooking Classes	28.7	Rock Climbing	10.9
Shooting Classes	28.7	Musical Instruments	8.5
Hunter Safety Classes	27.9	Tennis Classes	8.5
Painting Classes	26.4	Birdwatching Courses	7.8
Dance Classes	20.9	Pickleball League	7.8
Basketball League	20.2	Pilates Classes	6.2
Fishing Classes	19.4	eSports League	5.4
Horseback Riding	17.8	Futsal League	5.4
Soccer League	17.8	Running Groups	5.4
Softball League	16.3	Other	3.1
Historical Tours	14.7		

Source: Open-Gov Needs Assessment Survey conducted by the City

City of Umatilla Parks and Recreation Participant Desired Amenities

Desired New Park Amenities:

- 70.5 percent Aquatic Center – Indoor
- 37.9 percent Shooting Range- Outdoor
- 35.6 percent Aquatic Center – Outdoor
- 34.1 percent Swimming Pool (non-aquatic) community pool
- 30.3 percent River Beach Area(s)
- 30.3 percent Shooting Range – Indoor
- 29.5 percent Community/Recreation Center
- 28.8 percent Fishing Piers/Docks
- 27.3 percent Playgrounds – new or refurbished
- 26.5 percent Boat Ramp/Slide-non-motorized for kayaks and canoes
- 24.2 percent Splash Pads
- 21.2 percent Trails – hard surface
- 20.5 percent Athletic Fields Diamond (Baseball, Softball, Kickball)- Outdoor
- 20.5 percent Community Garden (grow vegetables/fruits)
- 20.5 percent Outdoor exercise equipment

Source: Open-Gov Needs Assessment Survey conducted by the City

Trends from Public Engagement Relevant to Umatilla (alphabetical order):

Trends From Public Engagement Relevant to Umatilla

- Adventure Programming
- Aquatics and Water Recreation
- Athletic Fields
- Community Events and Festivals
- Cycling – mountain, road, tourism, transportation
- Dog Parks
- Generational Preferences
- Nature Play
- Outdoor Fitness Trails
- Signage and Wayfinding
- Winter Recreation



Thank You For Your Time & Consideration!

Tom Diehl, CPRP, Principal
Direct: 804.833.6994
Tdiehl@greenplayllc.com

Jeff Milkes, CPRP, Project Consultant
Direct: 720-788-3558
jeffm@greenplayllc.com



CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Public Hearing on Resolution No. 62-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by adopting this supplemental budget and revising appropriations	Meeting Date: 2021-06-15
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Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Melissa Ince	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: Yes	Previously Presented: N/A
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Attachments to Agenda Packet Item:

Summary Statement: If a proposed supplemental budget will change any fund's expenditures by more than 10 percent, a public hearing must be held. In this case, the Refuse Fund expenditures are changing by more than ten percent due to the mid year refuse rate increase.

Consistent with Council Goals: Goal 5 : Perform at the Highest Levels of Operational Excellence

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Resolution No. 62-2021 - A resolution adjusting the budget for the 2020-21 fiscal year by adopting this supplemental budget and revising appropriations

Meeting Date:

2021-06-15

Department:

Finance & Administrative Services

Director:

Melissa Ince

Contact Person:

Melissa Ince

Phone Number:

Cost of Proposal:

N/A

Amount Budgeted:

N/A

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

Yes

Previously Presented:

N/A

Attachments to Agenda Packet Item:

[RES 62-2021.pdf](#)

Summary Statement:

Motion to approve Resolution No. 62-2021

Consistent with Council Goals:

Goal 5 : Perform at the Highest Levels of Operational Excellence

RESOLUTION NO. 62-2021

A RESOLUTION ADJUSTING THE BUDGET FOR THE 2020-21 FISCAL YEAR BY ADOPTING THIS SUPPLEMENTAL BUDGET AND REVISING APPROPRIATIONS

WHEREAS, the City of Umatilla budget for the 2020-21 fiscal year was adopted by the City Council at its regular meeting on June 2, 2020; and

WHEREAS, certain conditions and situations have arisen since the initial adoption of the 2020-21 fiscal year budget that necessitate changes in financial planning; and

WHEREAS, the City received unanticipated revenues and a supplemental budget is required to expend those revenues; and

WHEREAS, in order not to overspend appropriations in any category of expenditures, it is necessary to transfer appropriations within several funds from certain expenditure categories to other expenditure categories in accordance with local budget law; and

BE IT RESOLVED that the Umatilla City council hereby adopts the supplemental budget and appropriation adjustments itemized in this Resolution.

	<u>Adopted</u>	<u>Revised</u>	<u>Difference</u>
General Fund			
Requirements:			
<i>Administration</i>			
Regular Earnings	\$ 217,978	\$ 227,978	\$ 10,000
<i>Municipal Court</i>			
Regular Earnings	\$ 69,555	\$ 74,555	\$ 5,000
<i>Code Enforcement</i>			
Regular Earnings	\$ 71,418	\$ 76,418	\$ 5,000
<i>Non-Departmental</i>			
Operating Contingency	\$ 520,402	\$ 500,402	\$ (20,000)
			<u>\$ -</u>
Water Fund			
Requirements:			
Regular Earnings	\$ 333,293	\$ 343,293	\$ 10,000
Operating Contingency	\$ 100,000	\$ 90,000	\$ (10,000)
			<u>\$ -</u>

Refuse Fund			
Resources:			
Beginning Fund Balance	\$ 97,742	\$ 162,062	\$ 64,320
Refuse Collection	\$ 855,000	\$ 946,000	\$ 91,000
			<u>\$ 155,320</u>
Requirements:			
Refuse Collection	\$ 718,200	\$ 853,200	\$ 135,000
Transfers	\$ 136,800	\$ 157,120	\$ 20,320
			<u>\$ 155,320</u>
Building Fund			
Requirements:			
Building Inspector/Official	\$ 100,000	\$ 220,000	\$ 120,000
Electrical Inspector	\$ 30,000	\$ 50,000	\$ 20,000
OR Bldg Code Div/State Surcharge	\$ 65,000	\$ 80,000	\$ 15,000
Operating Contingency	\$ 390,000	\$ 235,000	\$ (155,000)
			<u>\$ -</u>
Sewer Reserve Fund			
Requirements:			
Legal	\$ -	\$ 20,000	\$ 20,000
Engineering	\$ -	\$ 20,000	\$ 20,000
Sewer Imp/Repairs	\$ 150,000	\$ 210,000	\$ 60,000
Operating Contingency	\$ 400,000	\$ 300,000	\$ (100,000)
			<u>\$ -</u>

PASSED by the City Council and **SIGNED** by the Mayor this 15th day of June, 2021.

Mary Dedrick, Mayor

ATTEST:

Nanci Sandoval, City Recorder

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan	Meeting Date: 2021-06-15
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Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
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Cost of Proposal: NA	Fund(s) Name and Number(s): N/A
Amount Budgeted: NA	

Reviewed by Finance Department: No	Previously Presented: NA
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Attachments to Agenda Packet Item:

[Umatilla_County_MJ-NHMP_FEMA_Letter_6-7-21_APA.pdf](#)

Summary Statement: Discussion only. City staff has been working in collaboration with local jurisdictions and DLCD to update the NHMP. FEMA has reviewed the draft plan and provided an Approved Pending Adoption letter. All 17 local jurisdictions now must adopt the plan. Staff will bring the NHMP and necessary approvals for review at Councils July 6th meeting.

Consistent with Council Goals: Goal 2: Promote Economic Development and Job Growth.



FEMA

June 7, 2021

Ms. Amie Bashant
State Hazard Mitigation Officer
Oregon Military Department
Office of Emergency Management
P.O. Box 14370
Salem, Oregon 97309

Dear Ms. Bashant:

The Federal Emergency Management Agency (FEMA) Region 10 completed a pre-adoption review of the draft *Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan*. The attached Mitigation Plan Review Tool documents the Region's review and compliance with all required elements of 44 CFR Part 201.6, as well as identifies the jurisdiction participating in the planning process. This letter serves as Region 10's commitment to approve the plan upon receiving documentation of its adoption by the participating jurisdiction.

Formal adoption documentation must be submitted to FEMA Region 10 by at least one jurisdiction within one calendar year of the date of this letter, or the entire plan must be updated and resubmitted for review. Once FEMA approves the plan, the jurisdiction is eligible to apply for FEMA Hazard Mitigation Assistance grants.

Please contact Kyle McCormick, *acting* Regional Mitigation Planning Program Manager, at (202) 856-2030 or kyle.mccormick@fema.dhs.gov with any questions.

Sincerely,

John D. Schelling
Risk Analysis Branch Chief
Mitigation Division

Attachment

EG:v1

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Kiwanis Falls Design Options	Meeting Date: 2021-06-15
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Department: Public Works	Director: David Stockdale	Contact Person: David Stockdale	Phone Number:
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Cost of Proposal: \$250,000	Fund(s) Name and Number(s): Capital Reserve - 05
Amount Budgeted: \$250,000	

Reviewed by Finance Department: Yes	Previously Presented: Multiple times over the past 2 years
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Attachments to Agenda Packet Item:

[2021_05.27_KiwanisFalls_Concept1 \(1\).pdf](#)

[2021_05.27_KiwanisFalls_Concept2 \(1\).pdf](#)

[2021_05.27_KiwanisFalls_Concept3 \(1\).pdf](#)

Summary Statement:

Council has approved the FY22 Budget which includes the Kiwanis Falls Project. This discussion item looks at some possible design concepts and welcomes further discussion and direction as we work toward the final design concept.

Consistent with Council Goals:

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



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



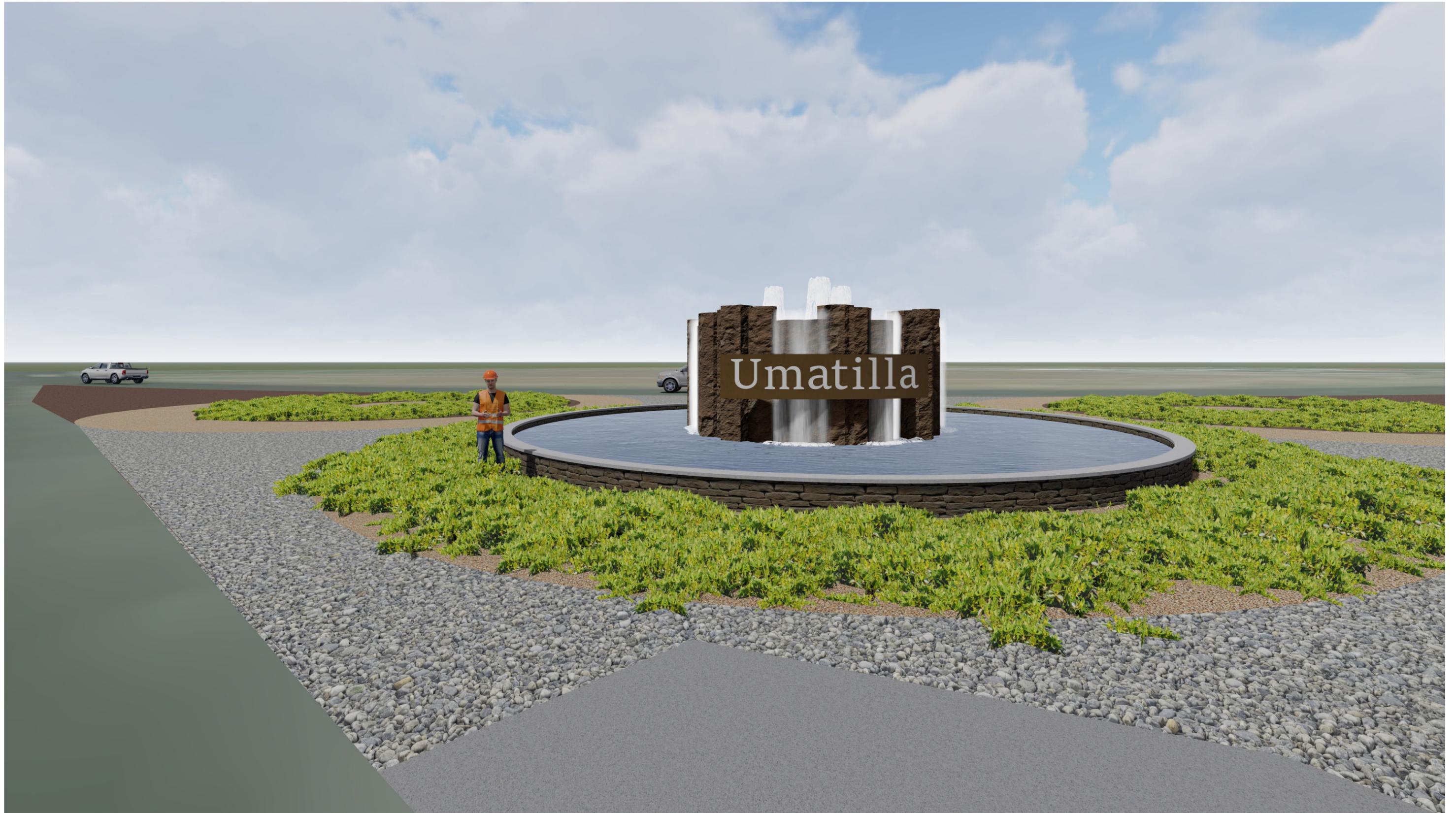
UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



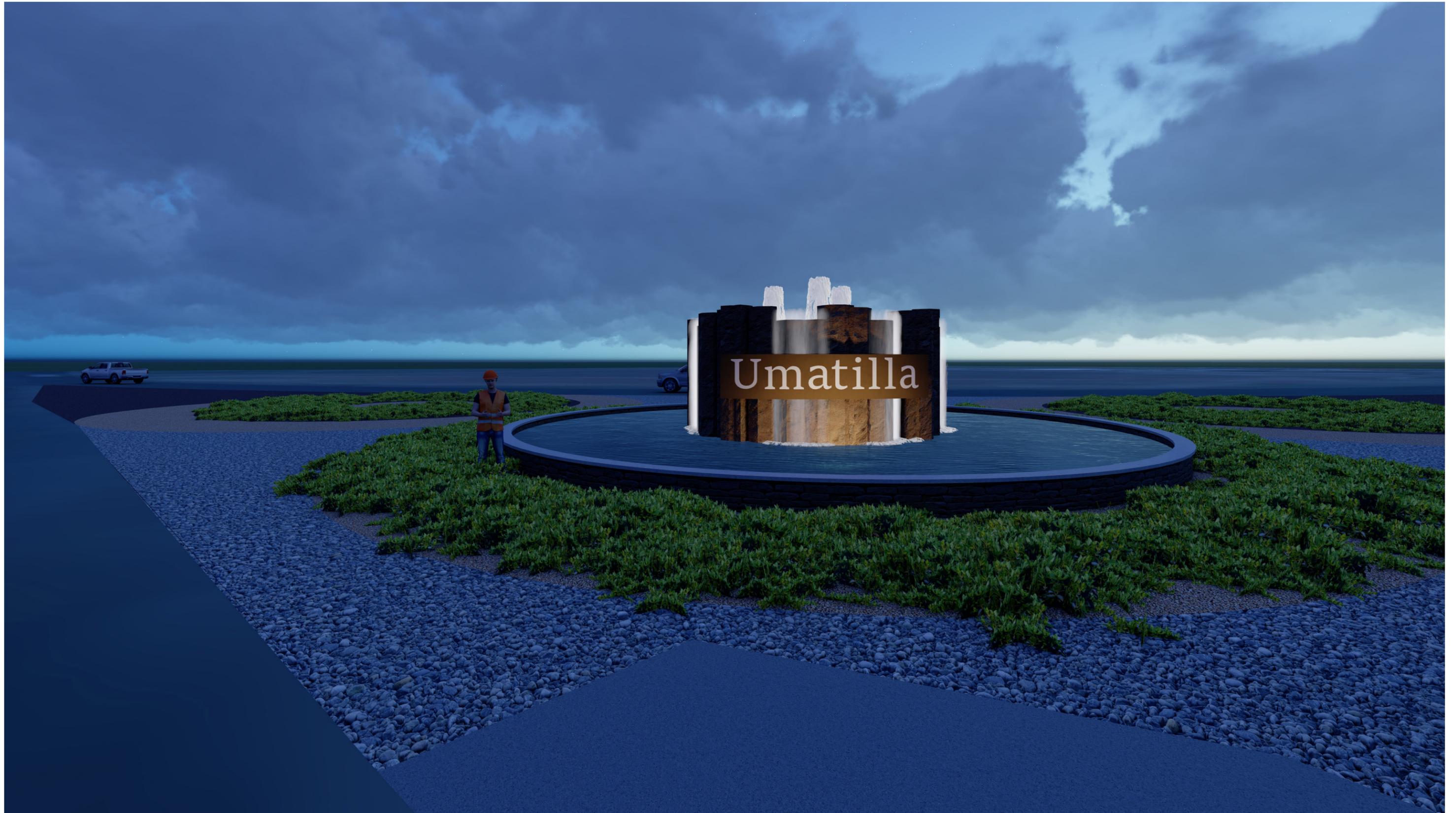
UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 1



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



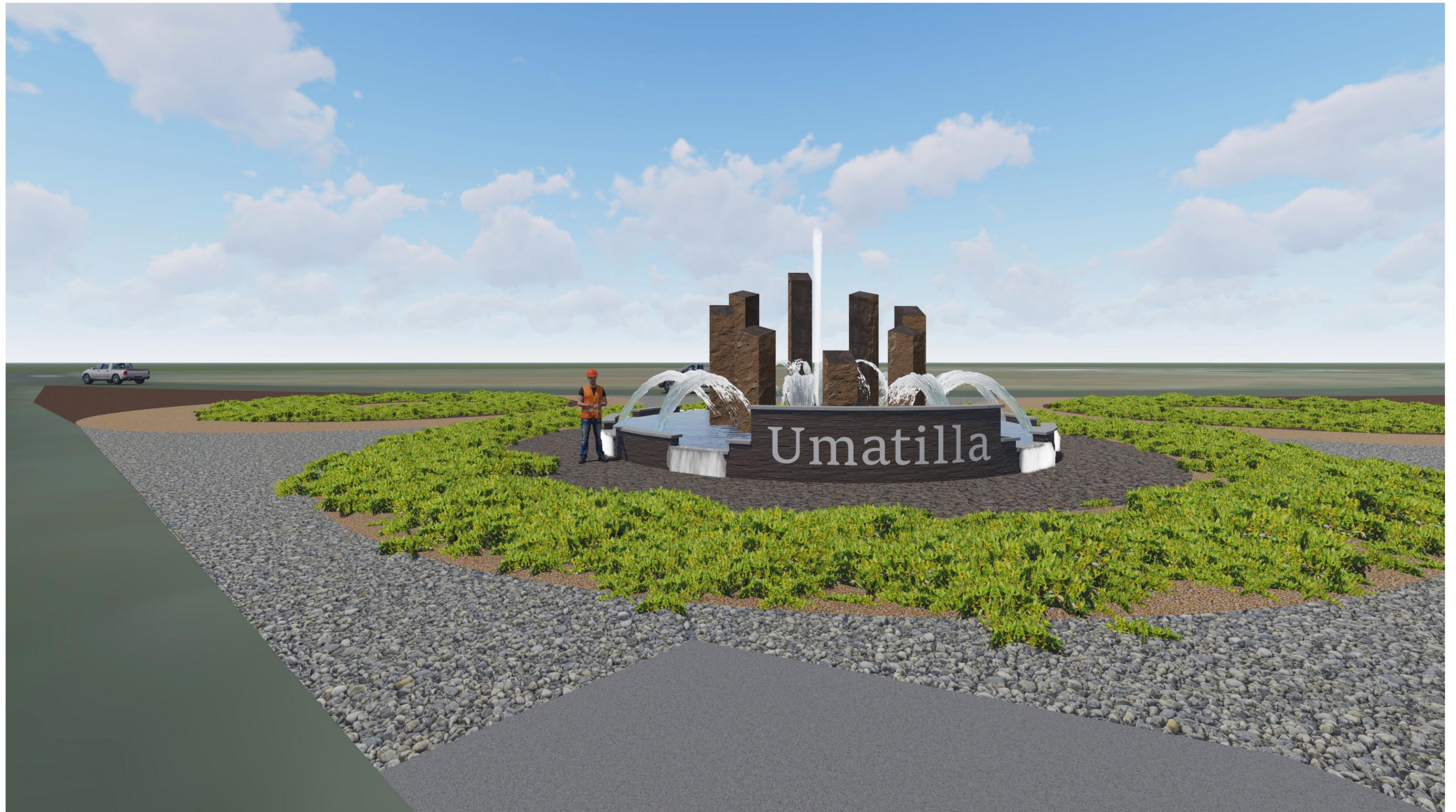
UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 2



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3



UMATILLA, OREGON - ENTRY FEATURE | CONCEPT 3

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Zoning Code Updates	Meeting Date: 2021-06-15
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Department: Community Development	Director: Brandon Seitz	Contact Person: Brandon Seitz	Phone Number:
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Cost of Proposal: NA	Fund(s) Name and Number(s): N/A
Amount Budgeted: NA	

Reviewed by Finance Department: No	Previously Presented: NA
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Attachments to Agenda Packet Item:

[Housing-Choices-Booklet \(Cottages\).pdf](#)

Summary Statement:

Staff would like direction from Council if they are interested in pursuing a change to the RV occupancy duration limit and/or to allow cottage clusters in a residential zone.

Soon, staff will begin work to update City codes, including an update to address legislative changes and general code clean up. As part of the process, staff has reviewed the code and has two items at this time that have been brought up by multiple residents.

The first is relating to occupancy of and RV within an established RV Park. Code currently limits any individual or vehicle to 90 days within any 180 day period (current code language is provided below). "There shall be no long-term residential occupancy of a recreational vehicle park space. The maximum time any individual or vehicle is permitted is ninety (90) days within any one hundred eighty (180) day period. The applicant or subsequent park operator shall make his occupancy records available to the City to assure that this condition is met. Violation of the ninety (90) day occupancy limitation shall be grounds for immediate revocation of a conditional use permit."

Second would be to consider allowing cottage cluster developments within a residential zone. Cottage cluster developments allow for development on a property to be clustered, or very close together, allowing development on properties that may otherwise be limited due to environmental or other constraints. Cottage cluster developments can also provide home ownership alternatives to apartment dwellings.

Consistent with Council Goals:

Goal 2: Promote Economic Development and Job Growth.



Cottages

Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

VARIATIONS

Cottages in a cluster facing shared open space with parking provided in a shared surface lot • cottages with built-in garages

TYPICAL HOUSEHOLD

These small units are ideal for small households—single adults or adult and child. They offer a home ownership alternative to apartment dwelling.

FITTING INTO THE NEIGHBORHOOD

Because of their small footprint and low profile, cottages fit seamlessly into most detached single dwelling neighborhoods and are ideal for odd-shaped lots. Because they can be clustered, cottages lend themselves to sensitive sites where preserving trees and open space is a priority.

ALSO NAMED

Cottage Cluster
Pocket Neighborhood

LOT SIZE

1,200 – 2,700 sf

DENSITY RANGE

5 - 35 per acre

SALES PRICE

\$290,000 – \$450,000

RENT VS. OWN

Usually owned

SALISH POND COTTAGES



LOCATION

Salish Pond Cottages

ADDRESS

750 W. Pond Drive
Fairview, OR

LOT SIZE / DENSITY

2,700 sf / 16 per acre

DWELLING SIZE

750 - 1200 sf

RENT VS. OWN

Typically owned



12.

Ten cottages on the edge of Salish pond in Fairview, Oregon. Cottages have detached parking and share one common house. Development designed by Ross Chapin Architects.

LOCATION

Green Grove
Cohousing

ADDRESS

3351 NW Thatcher Rd.
Forest Grove, OR

LOT SIZE / DENSITY

217,800 sf / 5 per acre

DWELLING SIZE

900 - 1,400 sf

RENT VS. OWN

Typically owned



13.

Two miles from downtown Forest Grove, is a development of nine units arranged around an historic farmhouse re-purposed as a common house. Other amenities include an art studio, orchard, garden, and wood shop. Construction is currently underway.



14.

Twenty-three craftsman-style cottages straddle Clinton Street, each on their own lots and each with their own front porch. Shared greens and pathways between the cottages are common space and parking is grouped along the edge of the site with one shared driveway. The project was completed in 2005.

LOCATION

Hastings Green
Cottages

ADDRESS

7055 SE Clinton St.
Portland OR

LOT SIZE / DENSITY

1,500 sf / 35 per acre

DWELLING SIZE

1,200 - 1,500 sf

RENT VS. OWN

Typically owned



15.

Eighteen clustered homes located three blocks from downtown White Salmon. The development features twelve different home designs in a variety of sizes. Parking is a combination of detached garages and surface parking. Pathways connect between the units. Designed by Ross Chapin Architects.

LOCATION

Wyer's End Cottages

ADDRESS

509 SE 5th Avenue
White Salmon, WA

LOT SIZE / DENSITY

1,900 sf / 23 per acre

DWELLING SIZE

500 - 1,700 sf

RENT VS. OWN

Typically owned

LOCATION

Points Beyond

ADDRESS

990 East Main Street
Silverton, OR

LOT SIZE / DENSITY

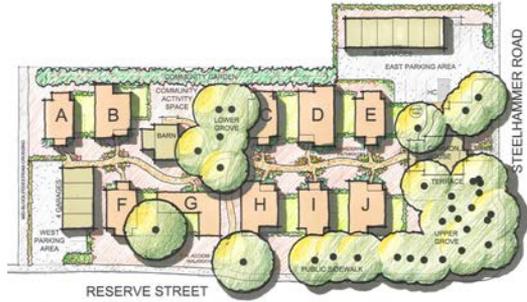
58,400 sf / 7 per acre

DWELLING SIZE

900 - 1,400 sf

RENT VS. OWN

Typically owned



16.

Points Beyond is a cohousing community of nine homes estimated to be completed by 2019. Homes will be clustered around shared open space and other shared amenities such as a common house, guest house, workshop, and community garden. Parking will be grouped in two separate areas on the site.

LOCATION

North Pocket
Neighborhood at
Rose Villa

ADDRESS

13515 SE Laurie Ave.
Milwaukie, OR

LOT SIZE / DENSITY

Not known

DWELLING SIZE

Not known

RENT VS. OWN

Not known



17.

Two new pocket neighborhoods of twenty-eight units were designed for the existing senior community of Rose Villa in Milwaukie, Oregon. One cluster consists of four buildings, one duplex and three triplexes, grouped around a community garden. Designed by Scott Edwards Architecture. This project has not yet been constructed.

TEA HOUSE COTTAGES



LOCATION

Tea House Cottages

ADDRESS

1755 Gwinn Street E
Monmouth, OR

LOT SIZE / DENSITY

3,000 sf / 15 per acre

DWELLING SIZE

1,190 - 1,750 sf

RENT VS. OWN

Owned



18.

Five cottages are clustered around a shared amenity, the “tea house”. They are part of the larger Edwards Addition development in Monmouth. Units have a single car garage and optional caregiver suite or home office space with a separate entrance, kitchen and loft.

LOCATION

Downtown Salem

ADDRESS

701 Cottage Street NE
Salem, OR

LOT SIZE / DENSITY

17,500 sf / 20 per acre

DWELLING SIZE

630 sf

RENT VS. OWN

Rented



19.

Built in 1936, eight individual single-story cottages face a shared common green on one lot. No parking is provided on site, however on street diagonal parking is adjacent to the site.



20......

Built in 1930, eight individual single-story cottages face a shared common green on one lot. Surface parking is provided on the alley side of the property. The two units closest to the alley are slightly larger than the others.

LOCATION.....

Downtown Salem

ADDRESS.....

736 Cottage Street NE
Salem, OR

LOT SIZE / DENSITY.....

14,600 sf / 24 per acre

DWELLING SIZE.....

670 - 810 sf

RENT VS. OWN.....

Rented

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Homelessness and Housing General Discussion and Update	Meeting Date: 2021-06-15
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Department: City Administration	Director: David Stockdale	Contact Person: Dave Stockdale	Phone Number:
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Cost of Proposal: unknown	Fund(s) Name and Number(s): General Fund - 01
Amount Budgeted: n/a	

Reviewed by Finance Department: Yes	Previously Presented: 05/18/21
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Attachments to Agenda Packet Item:

Summary Statement:

There has been a lot of activity regarding homelessness in Umatilla recently. Illegal or allegedly illegal campsites have been popping up in or around the City. Staff has also had multiple discussions with several community members regarding homelessness recently. There has also been a heightened level of interest on this topic on social media. Additionally, the State Legislature just passed HB 3124 and HB 3115. HB 3124 increases the notice local governments must give before clearing out homeless campers and their belongings from 24 hours to 72 hours. While HB 3115 requires local governments to adopt policies that are "objectively reasonable" in regulating when, where and how people can live outdoors. It requires that local laws addressing "sitting, lying, sleeping or keeping warm and dry outdoors on public property must be objectively reasonable... with regards to persons experiencing homelessness."

A desire for the City to host a Town Hall Meeting on this topic has been expressed by community members.

Staff seeks further discussion and direction from Council on ways in which staff should proceed and on what goals we may or may not have on this topic.

Consistent with Council Goals:

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