



*Where Life is Sweet*

Members of Committees and Boards  
**STAFF REPORT**  
For the Meeting of March 9, 2026

**Title/Subject**

Approval of the Amended Harkenrider Center Facilities Agreement with Senior Board

**Summary and Background**

The City of Hermiston owns the Harkenrider Senior Activity Center and has historically operated under a Facility Development and Use Agreement dated February 2014 with the Hermiston Senior Center Board of Directors, Inc. The proposed 2026 Amended and Restated Facility Use Agreement updates and replaces the original agreement in its entirety to reflect the completion of facility construction and renovations, the expiration of Community Development Block Grant (CDBG) obligations, and current operational needs.

Since the facility's construction and expansion, including the basement event space, operational practices have evolved to include shared use, rentals, and broader community programming. The updated agreement formalizes these practices while preserving the Board's long-standing role in providing senior meals and programming.

Under the proposed agreement:

- The City retains ownership and primary control of the facility.
- The Senior Center Board remains a priority tenant, with designated use Monday through Friday from 8:00 a.m. to 4:00 p.m. for senior programs.
- The Parks and Recreation Department will maintain the master schedule, manage all facility rentals, and coordinate overall facility use.

The agreement also clarifies operational responsibilities, scheduling coordination, access rights, and cost allocation to ensure efficient facility management and equitable community access. It establishes shared use of three primary rental areas (great room, basement, and board room) and confirms that renters may access circulation areas such as elevators and stairs regardless of concurrent programming.

Additionally, the updated agreement defines maintenance responsibilities, with the City covering general operating costs (utilities, maintenance, internet, and building-wide services) and the Board assuming responsibility for kitchen-related costs, supplies, and equipment associated with its programming and meal services.

The agreement term is five (5) years with automatic renewal unless terminated, and either party may terminate with six months' written notice.

### **Tie-In to Council Goals**

Goal 3: City Facilities: Public Facilities that meet the community needs of today and the future.

### **Fiscal Information**

There is no direct additional fiscal burden to the City beyond existing facility operating costs.

Key fiscal components include:

- City covers general building operations, maintenance, utilities, and scheduling.
- Rental revenue will be split 70% to the City and 30% to the Senior Center Board.
- City-managed recreation program revenue remains fully with the City.
- The Board retains revenue from senior programs, meals, and concessions during its designated use times.

### **Alternatives and Recommendation**

#### Alternatives

The City Council may approve, reject or send back for refinements.

#### Recommended Action/Motion

Staff recommends that the City Council adopt the agreement as written.

#### **Submitted By:**

Brandon Artz, Parks & Recreation Director