



Where Life is Sweet

Members of Committees and Boards
STAFF REPORT
For the Meeting of March 23, 2026

Title/Subject

Resolution No. 2414 - Master Fee Schedule Update

Summary and Background

The proposed updates to the Master Fee Schedule reflect adjustments to Parks & Recreation program and facility fees to better align with operational costs, improve administrative clarity, and address ongoing management challenges with certain pass and rental structures. Relevant changes occur within the Aquatic Center, Community Center, Harkenrider Senior Center, Festival Street, and general Parks & Recreation sections of the fee schedule.

Aquatic Center

Updates to the Aquatic Center fee structure primarily address the Family Splash Pass program. Staff have experienced ongoing challenges verifying that individuals listed on a family pass reside within the same household, leading to misuse and difficulty enforcing pass policies.

The updated fee structure transitions toward individual-based seasonal passes while still allowing discounted multi-pass purchases when bought together. This approach simplifies pass management, improves fairness among users, and reduces administrative burden on staff while maintaining affordability for families.

Community Center

Rental fees for the Hermiston Community Center have been updated to reflect the true operational costs associated with facility use, including staffing, janitorial services, utilities, and building maintenance.

Adjustments apply to the Great Room and smaller meeting spaces, as well as certain associated services such as event staffing and setup. The goal is to ensure the facility remains financially sustainable while continuing to provide a high-quality venue for community events, meetings, and gatherings.

Festival Street

Fees associated with Festival Street rentals include updating the large event tent rental. This incorporates the staff time that it takes to set up and tear down the large red tent. The updates help ensure the City can recover costs related to event setup, maintenance, and staffing associated with this use.

Garbage & Recycling Services

- Commercial Recycling Rollcart Service: Removal of the every-other-week service option, leaving weekly service as the standard commercial recycling service level.
- Dropbox Reservation Prepayment: Increase from \$200 to \$500, applied toward the customer's first bill to ensure reservations are utilized.

Harkenrider Senior Center

Rental fees for the Harkenrider Senior Center have been updated to better align with the current demand for the facility, the recent City/Senior agreement and the cost of maintaining the building and supporting rentals.

These adjustments help ensure that rentals contribute appropriately to operational costs while still maintaining affordable access for community groups and senior programs.

Parks & Recreation – Special Event Permit

A new Special Event Permit fee is proposed for large gatherings occurring within City parks.

This permit serves several purposes:

- Provides advance notification to the City of large events occurring in parks.
- Allows staff to provide appropriate oversight and coordinate with event organizers to ensure planning aligns with available park resources, including safety, parking, and facility logistics.
- Helps offset increased maintenance and operational impacts on park facilities resulting from large gatherings.
- Improves the City's ability to track park usage and manage scheduling conflicts.

The permit is intended primarily for organized events with larger attendance, rather than small informal park use.

Tie-In to Council Goals

Goal Sustainable: Fiscal: Maintain service levels, strengthen internal operations to support sustainability, accountability, and transparency.

Fiscal Information

The proposed fees are included in the updated Master Fee Schedule Attachment.

Alternatives and Recommendation

Alternatives

1. Approve Resolution 2414
2. Reject Resolution 2414

Recommended Action/Motion

Motion to approve Resolution 2414

Submitted By:

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