



# PARKS AND RECREATION ADVISORY COMMITTEE

Community Center- 415 S. HWY 395

*Where Life is Sweet*

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June 12, 2025 at 5:30 PM

## AGENDA

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**1. CALL TO ORDER**

**2. MINUTES**

A. April & May 2025 Minutes - P&R Advisory Committee

**3. REPORTS AND BUSINESS**

A. Urban Forestry Update with ArborPro

B. Director's Report

C. Pickleball MOU Review

**4. PROGRAM HIGHLIGHTS AND ANNOUNCEMENTS**

A. Upcoming Events & Programs

**5. PUBLIC COMMENT**

**6. COMMITTEE OPEN DISCUSSION**

**7. NEXT MEETING - July 10, 2025**

**8. ADJOURN**

**\*\* AMERICANS WITH DISABILITIES ACT NOTICE\*\***

Please contact Hermiston City Hall, 180 NE 2nd Street, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900 or 711.



## Parks & Recreation

# Parks and Recreation Advisory Committee

Meeting Minutes April 17, 2025

### Committee Members:

- Position #1 ☒ Jay Ego  
 Position #2 ☒ Mary Mejia-Weaver  
 Position #3 ☒ Hunter Tibbals  
 Position #4 ☒ Carlisle Harrison  
 Position #5 ☐ Erica Juarez  
 Position #6 ☒ Angel Aguilar  
 Position #7 ☒ Doug Minton

### City Representatives:

- ☒ Jackie Myers, *Council Representative*  
☒ Maria Duron, *Council Representative*  
☒ Brandon Artz, *Parks & Recreation, Director*  
☒ Kasia Robbins, *Parks & Recreation, Rec Manager*  
☐ Kelly Schwirse, *Parks & Recreation, Admin*  
☐ Yaneisy Perez, *Youth Advisor*

### Members of the Public:

No members of the public present.

### Call to Order

- Meeting called to order by Hunter Tibbals, confirming a quorum.
- March minutes reviewed and approved with a motion and vote.

### Cimarron Park Renaming Discussion

- **Led by:** Brandon Artz
- **Update:** No significant progress on playground construction; bidding planned for fall or early winter due to seasonal pricing concerns.
- **Naming Proposals:**
  - Considered names: Sherman Park, Studebaker Park, Jackrabbit Flat.
  - Community survey indicated preference for naming after a person, with Sherman and Studebaker as top contenders.
  - **Sherman Park Advocacy:** Carlisle Harrison highlighted Rick Sherman's 50+ years of community service, including Christmas Express, Shriners Hospital support for 300+ children, and 20+ years as fire board chairman (pro bono).
  - **Studebaker Park:** Suggested by the police chief due to Randy Studebaker's popularity, but not strongly pushed. Concerns raised about eligibility under park naming criteria (long-term, pro bono contribution).
  - **Criteria Discussion:** Policy allows naming after living persons if they meet contribution standards or donate significantly to the park. Studebaker deemed ineligible by some due to his 10-year paid employment.
  - **Concerns:** Jackie Myers suggested avoiding naming after recent or living persons to prevent contention. Some resistance to re-surveying the community, as prior input favored a person's name.
  - **Outcome:** Motion by Carlisle Harrison, seconded by Doug Minton, to nominate Sherman Park. Committee voted in favor of Sherman Park, to be forwarded to City Council for final approval.

### Forestry Grant and Tree Inventory

- **Update by:** Brandon Artz
- Funding uncertainty with USDA grant through River Network; some pass-through partners cut off.
- Plan to maximize fund use with Arbor Pro for tree inventory and urban forest plan (~\$100,000 contract, 10% of \$1M grant).
- Invoicing every two weeks to secure reimbursements; conservative approach to avoid financial risk if funds are cut.



## *Parks & Recreation*

# Parks and Recreation Advisory Committee

Meeting Minutes April 17, 2025

### Community Center Issues

- **Reported by:** Brandon Artz
- Mold found in offices due to water seepage; remediation completed, final painting underway, staff to return by Monday.
- Flooding in women's restroom and kitchen during a quinceañera due to sewer system dip; bidding planned to fix sewer issue.

### Pickleball Complex Progress

- **Update by:** Brandon Artz
- All 10 courts poured, lights installed, fence mesh to be added. Painting scheduled for mid-May after curing.
- Named Good Shepherd Pickleball Complex due to donation. Ribbon cutting planned for June 14, 2025.

### Other Project Updates

- **Harrison Park:** Security cameras installed, awaiting US Cellular connection (~\$75/month, cost-effective).
- **Horizon Park:** Construction delayed due to other priorities and pool prep.
- **Harkenreider Landscaping:** Budget-dependent, awaiting allocation.
- **Cimarron Park:** Installation ongoing.
- **Pool Prep:** Operational by May 10 for second-grade swim lessons.

### Events and Programs

- **Past Events:**
  - **Enchanted Daddy Daughter Dance:** Sold out (370 tickets), successful with waterfall decoration.
  - **Cast and Catch Kids Fishing Derby:** Revamped with high school soccer team support, new prizes for fish weight/length.
  - **Arbor Day Tree Giveaway:** Poor turnout despite ideal weather, possibly due to lack of advertising.
- **Upcoming Events:**
  - **Easter Carnival and Egg Dash (April 18):** Revamped with multiple rounds, glued eggs for sustainability, supported by New Hope Church donation.
  - **Spring Bazaar (May 3):** Planning underway.
  - **Swim Lesson Registration (May 9):** Two-week courses.
  - **I Love My City Day (May 17):** Recycling and hazardous waste events, volunteers needed.
  - **AWS/Arbor Day Planting (May 3):** 57 trees at EOTEC/fairgrounds, \$23,000 donated by AWS.

### Other Business

- **Riverfront Park Equipment:** Removed due to flooding and vandalism; usable parts donated to Echo.
- **McKenzie Park Clock:** Electrical issues being addressed, reprogrammed, awaiting sync check.
- **Volunteer Needs:** Requested for I Love My City Day and AWS planting event.

### Adjournment

- Meeting adjourned with no further discussion items.
- Next meeting: Thursday, May 8<sup>th</sup> at 5:30pm



## Parks & Recreation

# Parks and Recreation Advisory Committee

Meeting Minutes May 8, 2025

### Committee Members:

- Position #1 ☒ Jay Ego
- Position #2 ☐ Mary Mejia-Weaver
- Position #3 ☒ Hunter Tibbals
- Position #4 ☐ Carlisle Harrison
- Position #5 ☐ Erica Juarez
- Position #6 ☐ Angel Aguilar
- Position #7 ☒ Doug Minton

### City Representatives:

- ☒ Jackie Myers, *Council Representative*
- ☒ Maria Duron, *Council Representative*
- ☒ Brandon Artz, *Parks & Recreation, Director*
- ☐ Kasia Robbins, *Parks & Recreation, Rec Manager*
- ☒ Kelly Schwirze, *Parks & Recreation, Admin*
- ☐ Yaneisy Perez, *Youth Advisor*

### Members of the Public:

No members of the public present.

### Call to Order

- Meeting called to order by Hunter Tibbals. In the absence of a quorum, members acknowledged that no formal votes could be taken and agreed to continue with the presentation by Brandon Artz, Parks and Recreation Director.

### Reports & Business

#### **City Email Update**

- A new city email blast system, *Inside Hermiston*, was introduced to enhance public communication.
- Committee members briefly discussed the layout and accessibility of the newsletter.

#### **Forestry Grant, Tree Inventory, and Maintenance**

- Updates were provided on the forestry grant and the ongoing citywide tree inventory performed by Arbor Pro.
- Discussion included maintenance needs, hazardous tree assessments, and upcoming tree planting plans, especially targeting completion before September.

#### **Main Street Tree Plan**

- The Main Street tree project requires approximately \$380,000, within a total urban forestry budget of \$1 million.
- Committee members discussed tree species selection, historical planting issues, and the importance of suitable tree choices for urban settings.

#### **Community Tree Education**

- An educational initiative, Hydro Mania, will target 4th and 5th graders to raise tree awareness.
- Marketing and funding efforts were noted as essential to expanding the program.

#### **Pickleball Court Project**

- The project is nearing completion, with a budget of \$741,000, including donations and in-kind contributions.
- Updates included painting, installation of benches, lighting, and plans for a ribbon-cutting event.
- The need to finalize court usage rules and scheduling of tournaments was emphasized, along with maintaining public access.

#### **Columbia Ridge Park Development**

- Preliminary discussions were held regarding the development of Columbia Ridge Park by Hayden Homes.
- Concerns were raised about public access, safety, canal proximity, and potential traffic issues.

#### **Oasis Park Development**

- Committee discussed a church-led proposal for Oasis Park development, contingent on surrounding residential growth.
- Ideas included creating athletic fields or a general park area, stressing the importance of community input and infrastructure planning.



***Parks & Recreation***

## Parks and Recreation Advisory Committee

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Meeting Minutes    May 8, 2025

### **Tree Planting and Pool Project Updates**

- A recent volunteer event resulted in the planting of 57 trees at the fairgrounds with 29 participants.
- Updates were shared on the municipal pool project, including staff training, swim lesson planning, and handling of mold and flood damage in the Parks and Recreation office.

### **Adjournment**

- Meeting adjourned with no votes due to lack of quorum.
- Next meeting: Thursday, June 12<sup>th</sup> at 5:30pm

DRAFT

## MEMORANDUM OF UNDERSTANDING

**Between**

**The City of Hermiston**

**And**

**The Hermiston Pickleball Club**

This Memorandum of Understanding (“MOU”) is entered into as of July 1, 2025 by and between the City of Hermiston and the Hermiston Pickleball Club. The **City of Hermiston** and the **Hermiston Pickleball Club** (also known as **541 Pickleball Club**) may be referred to individually as “Party” or collectively as “Parties”

### **1. Recitals.**

A. The City of Hermiston is an incorporated city within Umatilla County, State of Oregon.

B. The City of Hermiston is the owner in title of property located at 1800 NW 6<sup>th</sup> Street, Hermiston, OR. The property is managed by the Hermiston Parks and Recreation Department and is maintained for use as a city park providing recreation for community members and visitors.

C. The City of Hermiston has provided the use of property located at 1800 NW 6<sup>th</sup> Street, Hermiston, OR to be used for the construction of pickleball courts and facilities. The pickleball courts and facilities have been constructed with a combination of private and public funding and will become the sole property of the City of Hermiston upon completion with the designation of a Hermiston City Park Property. The pickleball courts and facilities have been constructed for the public benefit, to promote healthy physical activity, to increase participation in the growing sport of pickleball, and to improve the livability of the greater Hermiston Area.

D. The Hermiston Pickleball Club, is a non-profit sports club located in Hermiston, Umatilla County, State of Oregon. The Hermiston Pickleball Club by and through the Greater Hermiston Community Foundation has solicited the raising funds from both public and private entities for the purpose of design and construction of a pickleball complex within the City of

Hermiston. The Hermiston Pickleball Club understands that upon substantial completion of the complex it will become the property of the City of Hermiston.

## **2. Purpose**

The purpose of this MOU is to provide a framework for the use of the pickleball complex, standards of maintenance, an awareness of each Parties interest in the complex, and to ensure the pickleball complex remains a facility for which the greater Hermiston area can benefit from for many years.

## **3. Implementation.**

**(a)** The Parties understand the pickleball complex has been constructed for the benefit of all of the community and is not solely designated for the use by any one group and will be operated in accordance with rules applying to Hermiston City Parks. The complex will be open normally from 5am to 10pm daily. Should part of the complex be reserved by a private or public group, consistent with city park policy, at no time may more than 60 percent of the courts be reserved with the remaining 40 percent open for public use.

**(b)** The Parties understand that in recognition of the Hermiston Pickleball Clubs facilitation of fundraising efforts, coordination of construction activities, in kind facility planning, and attracting visitors to Hermiston, the Hermiston Pickleball Club may reserve the whole pickleball complex for the sole purpose of hosting pickleball tournaments. The complex may be reserved for up to (3) weekends a year (Thursday, Friday, Saturday, Sunday) at no cost. The identified tournament dates will be provided to the City of Hermiston Parks and Recreation Department by January 31<sup>st</sup> of the each year.

**(c)** The Parties understand the pickleball complex will be maintained consistent with existing Hermiston City Park standards of care. The Parties understand that each Party has a vested interest in maintaining the pickleball complex and the Hermiston Pickleball Club will endeavor to support the maintenance and upkeep provided by the City of Hermiston wherein club members will provide additional sweeping, weeding, maintenance, identification of deficiencies, and complex care on a volunteer basis.

**(d)** The Parties understand that events hosted for monetary consideration at the complex must comply with all applicable city codes to include applicable event insurance and vendor codes. Event coordination and necessary requirements will be identified by and through the Hermiston City Parks Department.

**(e)** The Parties understand that a majority of the funds raised to construct the pickleball complex were by provided by donors investing in the Hermiston community. The Parties

understand that monetary donations of significant levels allowed for naming conventions of the complex as well as courts in recognition of contributions. The Parties agree the complex name is permanent while court donor recognition should remain in place for a minimum of 20 years unless express consent is given by the donor approving a naming change. If after 20 years the facility is in such condition significant donations are needed for re-construction of the facility, the parties upon mutual agreement, may seek donations for such re-construction, including re-naming of appropriate donor recognition levels. Original donors will have first rights to additional donations and continuation of donor recognition.

(g) The Parties agree to meet on or about January 31<sup>st</sup> of each year to discuss the pickle complex care, upkeep, needs and event planning for the forthcoming year.

5. Non-Fund Obligating Document.

This is neither a fiscal nor funds obligation document. Any transfer of anything of value or involving reimbursement between Parties of this agreement will be handled in a separate agreement. The Parties understand the City of Hermiston and the Hermiston Pickleball Club endeavor to maintain a top tier pickleball complex and endeavor to provide future maintenance funds as budgets allow.

6. Duration.

This MOU is at-will and may be modified by mutual written consent of the Parties. This MOU will remain in effect until terminated by either Party.

The City of Hermiston

Hermiston Pickleball Club

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Date

Date

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