

AGREEMENT FOR USE OF CENTENNIAL PARK, GENERATIONS PLAZA, AND CITY SERVICES FOR SPECIAL EVENT

This Agreement for Use of Centennial Park, Generations Plaza, and City Services for Special Event (“Agreement”) is made this ____ day of _____, 2026 (the “Effective Date”), by and between the City of Meridian, a municipal corporation organized under the laws of the State of Idaho (“City”), and the Meridian Chamber of Commerce, Inc., a non-profit corporation organized under the laws of the State of Idaho (“Organizer”).

WHEREAS, City and Organizer are mutually interested in enhancing the Meridian community’s quality of life by providing and supporting special event opportunities for members of the Meridian and greater communities;

WHEREAS, City and Organizer recognize that publicly-held facilities are resources requiring heightened stewardship and protection;

WHEREAS, Organizer has agreed to be responsible for any costs incurred by City in the course of Organizer’s use of Centennial Park, located at 223 E. Idaho Avenue, Meridian, Idaho, and Generations Plaza, located at 804 N. Main Street, Meridian, Idaho (individually, “Park,” and collectively, “Parks”), on October 2–4, 2026, for the special event hosted by Organizer; and

WHEREAS, the Meridian City Council finds that it is fiscally responsible and in the best interest of the community to enter into a contractual agreement establishing the terms and conditions of Organizer’s use of Park;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed, and in consideration of the mutual promises and covenants herein contained, and in consideration of the recitals above, which are incorporated herein, City and Organizer agree as follows:

I. PERMISSION GRANTED.

Subject to the terms and conditions set forth herein, City hereby grants to Organizer permission to utilize the Parks at the time, place, and manner set forth in this Agreement and in City of Meridian Temporary Use Permit no. TUP-26-0109 (the “TUP”) for a large-scale special event known as Meridian Oktoberfest (“Event”).

II. OBLIGATIONS OF ORGANIZER.

A. Reasonable use. Organizer shall employ best efforts to ensure that the use of the Parks and the Parks’ facilities, amenities, infrastructure, and/or vegetation for all activities and purposes related to Event is appropriate and reasonable. Where Organizer’s or Event’s use of the Parks and the Parks’ facilities, infrastructure, and/or vegetation causes disproportionately excessive damage to same, Organizer shall reimburse City for the cost or proportionate cost of necessary repairs and/or replacement. Organizer shall ensure that any and all use of the

Parks, to the extent reserved by Organizer, is in compliance with all laws and with City's policies regarding use of City parks and/or facilities, including, but not limited to, policies adopted or enacted by the Meridian Parks and Recreation Department.

- B. Permitting.** In addition to compliance with all terms and provisions of this Agreement, Organizer and/or any or all vendors or participants related to Event shall separately obtain and comply with each and all of the following permits, as required by law or agency policy:
1. City of Meridian Temporary Use Permit for Large Scale Special Event;
 2. Any and all applicable licenses, permits, inspections, and/or certifications from the Ada County Highway District;
 3. Any and all applicable licenses, permits, inspections, and/or certifications from the Central District Health Department;
 4. Any and all reservations, permits, and inspections required by the Meridian Parks and Recreation Department.

C. Fees, costs.

1. Advance payment.

- a. **Amount already paid.** It is acknowledged by the Parties that Organizer has already remitted to City three hundred sixty-five dollars and seventy cents (\$365.70), the fee for reserving Parks for Event (October 2, 3, and 4, 2026).
- b. **Amount to be paid.** By noon (12:00 p.m.) on Friday, September 25, 2026, Organizer shall remit to City eight hundred seventy-seven dollars and twenty cents (**\$877.20**), which amount includes:
 - \$205.38: Fee for fire inspection by Meridian Fire Department (1 staff @ \$102.69/hour x 2 hours)
 - \$671.82: Fee for Meridian Fire Department EMT Bike Patrol Team patrol from 3:30 p.m. to 9:30 p.m. (\$111.97/hour x 6 hours)

If additional staffing or extended hours are required for the protection of public safety or maintenance of the Parks due to Event, Organizer shall reimburse City for all staffing costs within fourteen (14) days of City's invoice for such costs. If Organizer fails to timely reimburse City pursuant to this Agreement or such invoice, the City may decline to provide staffing, decline to reserve City facilities, release Organizer's reservation(s) of City facilities for the Event, and/or decline to allow the subsequent use of City facilities for Event or any iteration thereof.

- 2. Post-event payment.** Following the event, within fourteen (14) days of emailed invoice sent by the Meridian Police Department for public safety and traffic control services during the Event, Organizer shall remit to City payment in the amount set forth on such invoice. Fees for such services are estimated to be **\$2,165.04** (2 officers staffing event @ \$90.21/officer/hour from 10:00 a.m. to 3:30 p.m. + 30 minutes travel to and from event site; 2 officers staffing event @ \$90.21/officer/hour from 3:30 p.m. to 9:00 p.m. + 30 minutes travel to and from event site)).

3. **Additional staffing.** If additional staffing or extended hours are required for the protection of public safety or maintenance of Parks due to Event, Organizer shall reimburse City for all staffing costs within fourteen (14) days of City's invoice for such costs. If Organizer fails to timely reimburse City pursuant to this Agreement or such invoice, the City may decline to provide staffing, decline to reserve City facilities, release Organizer's reservation(s) of City facilities for the Event, and/or decline to allow the subsequent use of City facilities for Event or any iteration thereof.

D. Time and place. The permission extended under this Agreement shall apply to the areas of Parks detailed on the event site plan approved by City under City of the TUP:

1. Setup at 5:00 p.m. on October 2, 2026 to 10:00 a.m. on October 3, 2026 ("Event Opening");
2. Event open to the public on October 3, 2026, from 10:00 a.m. to 9:00 p.m. ("Event Closing"); and
3. Tear-down and clean up from 9:00 p.m. on October 3, 2026 to 12:00 p.m. on October 4, 2026.

The Parks shall remain open after dusk only for activities related to setting up for, carrying on, or tearing down the Event.

E. Manner. The permission extended under this Agreement shall be subject to all terms and conditions as set forth in this Agreement, in City of the TUP, and in any applicable laws and policies, including, without limitation, the Meridian Parks and Recreation Event Planners' Handbook and items outlined in the pre-application meeting notes provided via e-mail. Such terms and conditions shall include, but shall not be limited to, the following:

1. The public must have general access to all areas of the Parks at all times during the event, so long as such access does not unduly interfere with Organizer's use of the Parks for Event.
2. Driving or parking vehicles on non-designated driving or parking surfaces shall be prohibited.
3. Where activities or equipment related to Event damage or destroy turf, landscaping, sprinklers, or other Park infrastructure or facilities, or otherwise require City to incur additional expenses, Organizer shall reimburse City for all costs of repair, replacement, or expense within fourteen (14) days of City's invoice for such costs.
4. Organizer shall provide and maintain access to Event for persons with disabilities.
5. No smoking shall be allowed in the Parks, except in designated parking areas.
6. Used water, grease, charcoal, and other materials and supplies must be carried out of the Parks at the conclusion of Event and properly disposed of pursuant to the requirements of the Idaho Food Code. Used water, grease, charcoal, and other materials and supplies shall not be disposed of at the Parks.
7. Organizer is authorized to post signs for the purpose of identifying, promoting, advertising, or directing patrons to Event as represented and approved in the TUP. Organizer acknowledges that the permission extended by City under this Agreement to post signs shall extend only to the locations approved in the TUP, and that it is unlawful to post a sign identifying, promoting, advertising, or directing patrons to Event without the permission of the owner of such property. Organizer shall remove all signs

identifying, promoting, advertising, or directing patrons to Event by 11:30 p.m. on October 3, 2026.

8. Organizer shall provide a medical services station at Event. Such station shall be clearly marked and accessible to all Event participants. At least one (1) trained, certified, and equipped to provide first aid, including an AED, shall be at the Event and available if needed at all times.
9. Organizer shall schedule and complete a fire inspection of the entire Event area by Meridian Fire Department, and shall pay fee for such service pursuant to City fee schedule.

F. Insurance. Organizer shall submit to City proof of an insurance policy issued by an insurance company licensed to do business in Idaho protecting Organizer, Organizer's employees, and Organizer's agents from all claims for damages to property and bodily injury, including death, which may arise during or in connection with Event, including Event set-up and tear-down. Such insurance shall name City as an additional insured party, and shall afford at least one million dollars (\$1,000,000.00) per person bodily injury, one million dollars (\$1,000,000.00) per occurrence bodily injury, and one million dollars (\$1,000,000.00) per occurrence property damage. The limits of insurance shall not be deemed a limitation of the covenants to indemnify and save and hold harmless City as set forth in this Agreement or any permit. If City becomes liable for an amount in excess of the insurance limits herein provided due to the actions or omissions of Organizer or any Organizer employee, agent, contractor, official, officer, servant, guest, and/or invitee, or any participant in or observer of Event or related activities, Organizer covenants and agrees to indemnify and save and hold harmless City from and for all such losses, claims, actions, or judgments for damages or liability to persons or property.

III. OBLIGATIONS OF CITY.

A. Facility operation. Except as otherwise set forth herein, City shall provide general maintenance, mowing, irrigation, and custodial services with regard to the Parks' facilities, infrastructure, and vegetation. City shall provide all necessary utilities and services to Park facilities, including, but not limited to, electricity, potable water, sewage service, and/or typical waste and refuse removal. City shall cause the repair and/or replacement of any and all Park facilities, infrastructure, and/or vegetation that are physically damaged by acts of nature. To the extent that the cause of damage is attributable to Event activities, Organizer shall be responsible for the cost of repair or replacement.

B. Primary Source of Contact for City. City shall provide Organizer the name, e-mail address, and telephone number of specific City personnel (hereinafter "City Contact") who shall serve as City's primary contact between City and Organizer for all day-to-day matters regarding set-up, operation, and tear-down of in the Parks. City Contact for Event shall be:

City Contact: Skyler Cook, Recreation Coordinator
Meridian Parks and Recreation Department
E-mail: scook@meridiancity.org
Office Phone: 208-888-3579

IV. GENERAL PROVISIONS.

- A. Notice.** Communication between Organizer and the City Contact regarding day-to-day matters shall occur via e-mail or telephone. All other notices required to be given by either of the parties hereto shall be in writing and be deemed communicated when personally served, or mailed in the United States mail, or via e-mail, addressed as follows:

If to City:
City of Meridian
Attn: City Clerk
33 E. Broadway Avenue
Meridian, Idaho 83642
cityclerk@meridiancity.org

If to Organizer:
Meridian Chamber of Commerce, Inc.
Attn: Sean Evans, Registered Agent
215 E. Franklin Road
Meridian ID 83642-2908
ceo@meridianchamber.org

- B. Public park.** The parties hereto expressly acknowledge that the Parks is a public space, the management and scheduling of which shall at all times be within the sole purview of City. City shall have the right to allow the use of the Parks, and close all or any portion of the Parks, for any and all purposes and under any and all conditions.
- C. No right to exclude conveyed.** Any exclusive use granted to Organizer by this Agreement shall include neither the right to exclude any law-abiding person from the Parks where such person is not interfering with Organizer's use thereof, nor the right to interfere with any person's concurrent, lawful use of the Parks where such concurrent use does not conflict or interfere with Organizer's use. At all times Organizer shall be on an equal footing with the general public regarding its use of the Parks. Organizer shall exercise any exclusive use granted by this Agreement only in accordance with the terms of this Agreement and in accordance with any and all applicable laws and City policies.
- D. Assignment.** Organizer shall not assign or sublet all or any portion of Organizer's interest in this Agreement or any privilege or right hereunder, either voluntarily or involuntarily, without the prior written consent of City. This Agreement and each and all of the terms and conditions hereof shall apply to and are binding upon the respective organizations, legal representative, successors, and assigns of the parties.
- E. No agency.** Neither Organizer nor Organizer's employees, agents, contractors, officials, officers, servants, guests, and/or invitees shall be considered agents of City in any manner or for any purpose whatsoever in their use and occupancy of the Parks.
- F. Indemnification.** Organizer and each and all of Organizer's employees, agents, contractors, officials, officers, servants, guests, and/or invitees, including any and all participants in Event or related activities, shall indemnify and save and hold harmless City from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property and losses and expenses caused or incurred by Organizer or any Organizer employee, agent, contractor, official, officer, servant, guest, and/or invitee, or any participant in or observer of Organizer programming, at or in its use of the Parks or any lack of maintenance or repair thereon and not caused by or arising out of the tortious conduct of City.

- G. No warranty.** City makes no warranty or promise as to the condition, safety, usefulness, or habitability of the premises; Organizer accepts the Parks for use on an as-is basis, both at the Effective Date of this Agreement and throughout the course of Event and all related activities.
- H. Compliance with laws.** In performing the scope of services required hereunder, City and Organizer shall comply with all applicable laws, ordinances, and codes of Federal, State, and local governments.
- I. Attorney Fees.** Should any litigation be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to court costs and reasonable attorneys' fees as determined by a court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination or forfeiture of this Agreement.
- J. Time of the essence.** The parties shall fulfill obligations described in this Agreement in a timely manner, as set forth herein. The parties acknowledge and agree that time is strictly of the essence with respect to this Agreement, and that the failure to timely perform any of the obligations hereunder shall constitute a default of this Agreement.
- K. Termination.**
1. **Grounds.** Grounds for termination of this Agreement shall include, but shall not be limited to: an act or omission which breaches any term of this Agreement; an act of nature or other unforeseeable event which precludes or makes impossible the performance of the terms of this Agreement; or a change in or occurrence of circumstances that renders the performance by either party a detriment to the public health, safety, or welfare.
 2. **Process.** City may terminate this Agreement by providing twenty-four (24) hours notice of intention to terminate. Such notice shall include a description of the breach or circumstances providing grounds for termination. A twenty-four (24) hour cure period shall commence upon provision of the notice of intention to terminate. If, upon the expiration of such cure period, cure of the breach or circumstances providing grounds for termination has not occurred, this Agreement shall be terminated upon mailing or e-mailing of notice of termination.
- L. Breach.** Any act or omission by either party which breaches any term of this Agreement may provide grounds for termination. In the event of breach, the City may also decline to provide extra-duty personnel staffing, decline to reserve City facilities, release existing reservations of City facilities, or decline to allow the subsequent use of City facilities for Event or any iteration thereof.
- M. Construction and severability.** If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of

this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

- N. State of Idaho requirements.** Organizer certifies compliance with Idaho Code sections 18-8703, 67-2346, 67-2347A, and 67-2359, and the definitions included therein, and certifies it is not engaged in any of the activities prohibited by those sections. Organizer shall not assign or seek to assign this Agreement to any person or entity who operates in violation of these statutes. City may immediately terminate this Agreement at its convenience upon receipt of information Organizer is in violation of the terms of this section.
- O. Entire Agreement.** This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.
- P. Applicable law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Idaho.
- Q. Approval required.** This Agreement shall not become effective or binding until approved by both Organizer and by Meridian City Council.
- R. Warranty of authority.** Each person executing and signatory to this Agreement represents and warrants that all corporate action necessary for the authorization, acceptance and delivery of this Agreement by such party and the performance of its obligations hereunder has been taken; that the execution, delivery, and performance of this Agreement has been duly authorized by all necessary action of each respective party; that such person is, at the time of execution, duly authorized by the respective Party's governing body to bind such Party to this Agreement in all respects.

IN WITNESS WHEREOF, the parties shall cause this Agreement to be executed by their duly authorized officers to be effective as of the day and year first above written.

ORGANIZER:

BY: 

Sean Evans, Chief Executive Officer
Meridian Chamber of Commerce, Inc.

CITY OF MERIDIAN:

Attest:

BY: _____

Robert E. Simison, Mayor

Chris Johnson, City Clerk