

## AGREEMENT

This agreement made and entered into this 17<sup>th</sup> day of January, 2025 between the **City of Stevenson**, a municipal corporation of the State of Washington, hereinafter referred to as “City”, and Tree of Life Church, dba FireFest Northwest, hereinafter referred to as “FireFest”.

### Recitals

1. The City of Stevenson desires to increase the distribution of information about the City to attract visitors to the City and to increase tourism.
2. The City of Stevenson does not have qualified staff to manage a Christian music festival.
3. FireFest is uniquely qualified to manage a Christian music festival to meet the requirements specified herein, and to provide such services with the degree of reasonable skill and diligence normally required to manage such events.
4. It is in the City’s interest to contract with FireFest to perform certain activities relating to the design and management of this event that will encourage increased tourism, promote interest in the City and the local region and to act on the City’s behalf in disseminating information about the City.

Now, therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Performance. FireFest will perform the work set forth below and submit requests for payment within forty-five days of each accepted task:
  - a. FireFest will plan and operate FireFest Northwest as described on Exhibit A, incorporated herein by reference.
  - b. FireFest will complete the tourism funding expenditure report(s) required by the Washington State Legislature. All required reports are to be submitted before final payment under this contract is made.
2. Completion. FireFest will complete the work and provide the services to be performed under this agreement on or before December 31, 2025.
3. Payment.
  - a. The City will reimburse FireFest up to \$1,000 for services performed under this agreement. Payments will be made on a reimbursement basis only, following submittal of detailed invoices with back-up documentation to the City.
  - b. Final invoice for this agreement must be received by the City on or before January 12, 2026. **INVOICES RECEIVED AFTER THIS DATE WILL NOT BE PAID.**
  - c. The Tourism Funding Expenditure Report required by section 1 above shall be submitted before final payment under this contract is made.
4. Default. Upon default by either party of any of the terms of this agreement, the non-defaulting party may terminate the agreement after written notice to the defaulting party

identifying the default. Failure by the non-defaulting party to exercise the right to terminate or take any action upon default shall not constitute a waiver of any rights of the non-defaulting party hereunder and shall not excuse any such default. However, upon default and termination, the non-defaulting party is excused from further performance hereunder.

5. Termination. This agreement may be terminated by either party giving the other party written notice of its intent to terminate at least thirty (30) days prior to the effective date of termination. Reimbursement for work completed prior to the effective date of termination shall be made in accordance with the terms of this agreement.
  6. Financial Records. FireFest shall maintain financial records of all transactions related to this agreement for six years after contract completion. The financial records shall be made available at all times for auditing by any City, State of Washington or federal auditors.
  7. Status of "FireFest". It is hereby understood, agreed and declared that FireFest is an independent contractor and not the agent or employee of City and that no liability shall attach to City by reason of entering into this agreement, except as may be provided herein.
  8. Insurance and Liability. FireFest shall indemnify and save harmless City from any and all liability arising hereunder, including costs, damages, expenses and legal fees incurred by City in connection therewith, for injury (including death) to persons or damage to or loss of property (including equipment) caused by or arising out of the work performed under this agreement.
- FireFest further agrees, and has specifically negotiated, to waive its immunity under the State Industrial Insurance Act (RCW Title 51) and to indemnify and hold the City harmless from any claims made against the City by FireFest employees, agents, contractors, subcontractors or other representatives.
9. Assignment. This agreement shall not be transferred, assigned, or sublet by either party without prior written consent of the other party.
  10. Completeness of Agreement and Modification. This document contains all of the terms and conditions of this agreement, and any alterations or variation of the terms of this agreement shall be invalid unless made in writing and signed by both of the parties hereto. There are no other understandings, representations, or agreements, written or oral, not incorporated herein.
  11. Equal Opportunity and Compliance with Laws. FireFest shall not discriminate against any employee employed under this agreement because of race, color, religion, age, sex or national origin. Further, FireFest shall comply with all local, state and federal laws and regulations in all aspects of fulfilling this agreement.

12. Governing Law and Venue. The laws of the State of Washington shall govern the construction of this agreement and any dispute arising hereunder. The parties agree that the Superior Court of Skamania County shall be the venue for any litigation brought in relation to this agreement.
13. Costs and Attorney Fees. If either party shall be in default under this contract, the non-defaulting party shall have the right, at the defaulting party's expense, to retain an attorney to make any demand, enforce any remedy, or otherwise protect or enforce its rights under this contract. The defaulting party hereby promises to pay all costs and expenses so incurred by the non-defaulting party, including, without limitation, reasonable attorneys' costs and fees. The failure of the defaulting party to promptly pay the same shall constitute a further and additional default. In the event either party hereto institutes, defends, or is involved with any action to enforce the provisions of this contract, the prevailing party in such action shall be entitled to reimbursement by the losing party for its court costs and reasonable attorney costs and fees at trial and on appeal.
14. Certification of Authority. The undersigned certify that the persons executing this agreement on behalf of City and FireFest have legal authority to enter into this agreement on behalf of City and FireFest respectively and have full authority to bind City and FireFest in a valid Agreement on the terms herein.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement as of the day and year first above written.

CITY OF STEVENSON

FIREFEST

\_\_\_\_\_  
Scott Anderson, Mayor

\_\_\_\_\_  
Jeanie Sherman, Owner

ATTEST

\_\_\_\_\_  
Anders Sorestad Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert C. Muth, City Attorney



*City of Stevenson*  
**TOURISM FUNDING APPLICATION FORM**

**Organization/Agency Information**

Tree of Life Church//FireFest NW (formerly X-Fest NW) 93-1322228  
 Organization/Agency Federal Tax ID Number

Jeanie Sherman  
 Contact Name

13702 NE Brazee Court Portland, Oregon 97230  
 Mailing Address

971-207-7416 Firefestnw@gmail.com  
 Phone Email

FireFest NW  
 Name of Proposed Event/Activity/Facility

- Tourism Promotion Activities
- Tourism-Related Facility
- Events/Festivals

Amount Requested: \$ 8000

**Supplemental Questions**

*You may type your answers in Word below or attach a separate sheet. If you attach a separate sheet, please answer all of the below questions and number your answers to correspond to the below question numbers.*

1. Describe your Tourism-Related Activities, Event or Facility:  
 Firefest NW is a Christian arts, drama, dance, music, and family gathering. It is a showcase for independent Christian artists from all over the USA, Canada, Europe, Africa, and Japan. There are music and art workshops for adults and children.

---

2. Describe your proposal to attract visitors to the city, including dates and expected costs. Please see the *Call for Tourism Promotion Proposals* for criteria and items to be prioritized by the Tourism Advisory Committee.  
 Firefest NW is an established event on Labor Day Weekend. This coming year, 2025, the dates are August 29<sup>th</sup> through August 31<sup>st</sup>. For the past twenty-two years we have attracted artists to Stevenson, from all over the US, Canada, Europe, Africa, and Japan. We would like to hire David Crowder or Brian Head Welch or Petra to attract visitors. Bringing in headliners such as

these would bolster our attendance and promote tourism. We also encourage families to camp or rent rooms in town for the weekend to enjoy the beauty of Stevenson.

Our expected costs are around \$20,000.

3. Identify your top 5 sources of Revenue:

1. Morgan Stanley	\$ 2650
2. Private Donations	\$ 5300
3. Raffle and Silent Auction	\$ 1000
4. Music Concert Fund Raiser	\$ 1000
5. Sell Merchandize	\$ 1000

4. Do you plan to become self-funded? If yes, please describe your plan and progress to date.

Yes, our current fundraising efforts for **Fire fest NW 2025** will consist of:

- 1) Selling merchandise on our website store.
- 2) Fund raising music concerts at the Grange on St Johns Road, Vancouver, WA.
- 3) Seeking private donations from individuals and businesses.
- 4) Applying for grants
- 5) Silent Auction and Raffle tickets
- 6) We are considering charging at the gate. Right now, it is a free event for families and artists.

5. Describe your plans for advertising and promoting your proposed activity or facility.

- A) Radio Advertising – Fish and KLOVE radio stations broadcasts in Oregon and Washington.
- B) Postcards – Notifying churches and youth groups
- C) Newspaper Ads – Christian News Northwest, distributed throughout the entire Northwest. A&E ad in Oregonian newspaper, distributed throughout Oregon and Washington.
- D) Headline bands – Booking nationally known bands will draw a larger crowd.
- E) Posters and flyers - Distributed throughout the Northwest, The Extreme Tour distributes flyers, and posters and talks about our festival nationally while touring.
- F) Internet Advertising - Our internet address is [www.FirefestNW.com](http://www.FirefestNW.com) We are listed with Twitter and Face book. All bands and artists advertise FirefestNW on their Facebook sites. We advertise with Sonicbids, and are also listed with several search engines. We use an e-mail list to personally invite more people to join us.

6. Explain how your activity or facility will result in increased tourism and overnight stays.

With advertising we will draw tourists due to the attraction of headlining and local bands in addition to individual artists and speakers and family activities. There is potential for patrons to stay five nights either by camping at the fairgrounds or in hotel rooms and utilizing local restaurants and shops. This past year there were several attendees with RV's that hooked up to the RV sites on the fairgrounds. Since we did not rent the RV side of the Fairgrounds, our attendees paid Skamania County Fairgrounds for their hook ups at \$25 a night or \$75 for three nights.

7. \*List the number of tourists expected to attend your activity or facility in each of these categories (\*required):

1. 250 Staying overnight in paid accommodations.
2. 25 Staying overnight in unpaid accommodations (with friends or family) and traveling 50 miles or more from their place of residence or business.
3. 150 Staying for the day only and traveling 50 miles or more from their place of residence or business.
4. 150 Attend but are not included in any one of the categories above.
5. 300 Estimated number of participants in any of the above categories that attend from another state or country.

8. Explain how you will coordinate with the Skamania County Chamber of Commerce for promotion of your proposed activity or facility. Describe any other partnerships you plan to develop to help ensure the success of your project.

We will utilize all the advertising opportunities available with the Chamber of Commerce, including the weekly newsletters and materials that get distributed around Oregon and Washington. We plan on partnering as much as possible with the Chamber.

---

9. If your proposal is for construction of a tourism-related facility, explain your plans for the operation and maintenance of the facility.

N/A

---

10. Describe how you will encourage support of Stevenson businesses, restaurants, retail and lodging?

Because we don't have vendors on sight, attendees will purchase commodities in town which adds to Stevenson's economy. Also, Stevenson has wonderful quaint shops that attract our attendees. Not everyone likes to camp for three nights so some attendees will utilize lodging in Skamania County. We also advertise A&J Select Grocery Store, Big River Grill and Subway on our schedules and website.

---

11. Submit an itemized revenue and expense budget. What percentage of your revenue budget does this request for funding represent? List any other expected revenue sources and amounts.

Forecasted Expenses:

Fairgrounds – 4,000  
 Sound - 1200  
 Bands – 8,500  
 Food for volunteers and bands - 2000  
 Advertising - 2000  
 Insurance - 200  
 BMI License - 300  
 Updating Website - 1000  
 Misc – 800.00 (Sanitizer, gloves, water, coffee, paper plates & cups, plastic ware, napkins, garbage bags, fly strips cleaning products, schedules, wrist bands and unexpected costs)  
 TOTAL - \$20,000

The amount requested is \$8,000, which is about 40% of our budget.

12. Sign and date your proposal.

*J. M. Sherman*

Signature

Jeanie Sherman

Printed Name

10-28-2024

Date

You may attach additional information to help the Tourism Advisory Committee evaluate your proposal.

If multiple activities are planned, please submit a separate application for each activity.