

**RESOLUTION No. 15/16-12  
CITY OF DAYTON, OREGON**

***Title: A Resolution Adopting a Memorandum of Understanding with the Dayton Community Development Association for the Dayton Friday Nights Event Series.***

**THIS AGREEMENT**, made this 18th day of April 2016 by the City of Dayton (hereinafter "City") and the Dayton Community Development Association (hereinafter "DCDA") as parties hereto.

**WHEREAS**, the City and DCDA desire to continue the Dayton Friday Nights event series; and

**WHEREAS**, the Dayton Friday Nights event series is beneficial to the Dayton community; and

**WHEREAS**, the City and DCDA desire to establish an ongoing relationship in order to continue the Dayton Friday Nights event series; and

**WHEREAS**, the Dayton Friday Nights event series supports the City's goals to create an aesthetically pleasing and inviting community, capitalize on Dayton's facilities and resources to provide recreational and cultural opportunities, support the creation of a vibrant, diverse economic environment, use Dayton's heritage and historic resources to forward our image as an authentic and charming town, engage in efficient and effective activities to promote community safety and wellness, and enhance communications to actively engage the community; and

**WHEREAS**, the City and DCDA desire to establish clear responsibilities and obligations of each party for the administration of the Dayton Friday Nights event series.

**Therefore, it is mutually agreed between the parties as follows:**

- 1) The above recitations are part of this agreement.
- 2) The City's responsibilities and obligations shall include:
  - a. The City will reserve Courthouse Square Park each Friday in June, July and August from 4:00 p.m. to 10:00 p.m. for the Dayton Friday Nights event series.
  - b. The City will provide a City employee each Friday of the event series for garbage, restroom and other park maintenance.
  - c. Said employee will be an employee of City and operate under the direction and control of the City Manager.
  - d. Members of the City Council's Community Events Committee will participate on the DCDA's Dayton Friday Nights committees in order to liaison and streamline decision making.
  - e. The Dayton City Council will assist in event hosting.
  - f. The City will take the lead in organizing music and events for the Old Timer's Friday Night, which will generally take place on the last full weekend in July.

- g. The City has ultimate control of Courthouse Square Park and any other City facilities used for the event.
- 3) The DCDA's responsibilities and obligations shall include:
- a. The DCDA will organize park vendors for each Friday Night of the event series.
  - b. The DCDA will organize live music for each Friday Night of the event series.
  - c. The DCDA will organize event hosting for each Friday Night of the event series.
  - d. The DCDA will organize event series advertising and promotion.
  - e. The DCDA will provide liability insurance for Courthouse Square Park listing the City as an additional insured.
  - f. The DCDA will report to the City Council before the end of each calendar year regarding the Dayton Friday Nights events series including, but not limited to:
    - i. Average attendance in the park for each Friday Night.
    - ii. How City-donated funds were spent.
    - iii. Survey data as applicable.
    - iv. General return on investment for the series overall.
- 4) It is agreed by the parties that a donation from the City to the DCDA for the Dayton Friday Nights event series will be determined as a part of the City's budget process each year.
- 5) It is agreed by the parties that this agreement will continue in perpetuity until and unless one party provides notice to the other by December 31 that it does not intend to participate in the following year's Dayton Friday Nights event series.
- 6) This resolution shall become effective immediately upon adoption.

**ADOPTED** this 18<sup>th</sup> day of April, 2016.

**In Favor:** Bixler, Collins, Frank, Taylor, Wytoski

**Opposed:** None

**Absent:** Marquez, Price

**Abstained:** None

  
\_\_\_\_\_  
Elizabeth Wytoski, Mayor

5/10/16  
Date of Signing

  
\_\_\_\_\_  
Jason Aust, DCDA President

5/11/16  
Date of Signing

ATTESTED BY:

  
\_\_\_\_\_  
Rochelle Roaden  
City Recorder

4/18/2016  
Date of Enactment