

**City of Sheridan**  
**Park Host Agreement**

This Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Sheridan (hereinafter “City”) and \_\_\_\_\_ (hereinafter “Host”) as follows:

**RECITALS**

**WHEREAS**, the City needs a Park Host for the City’s Southside Park, to watch and provide security for the property, to provide maintenance to call for assistance, when necessary, to coordinate activities with City staff, and to perform other services as necessary; and

**WHEREAS**, the City has a site available for the Host to use ("Host site"); and,

**WHEREAS**, the City is willing to allow the use of the site by the Host in exchange for the services to be provided, as described herein.

The City and Host agree as follows:

**1. DESCRIPTION OF FUNCTIONS AND SERVICES**

1.1 Host shall perform the functions and services described in Exhibit "A" that is attached to this agreement (which may be unilaterally amended by City at any time) and such other services as requested by City. City reserves the right to modify the Host duties and service to the City as necessary for the efficient operation of the designated Southside Park, and failure of Host to undertake such modified duties shall be in breach of this Agreement.

1.2 The Host will not receive any compensation for services performed under this agreement. The Host is not eligible to receive unemployment benefits, social security, health insurance, or any other benefits that are provided to paid employees of the City, with the exception of worker's compensation coverage that the City provides to volunteers. The provision of a Host site, garbage service, water service, sewer hook-up, and power, all at no charge, are not compensation to the Host but rather a benefit and gratuity that the City freely chooses to provide.

**2. CAMPSITE, OCCUPANCY, PETS, AND UTILITIES**

2.1 City hereby allows Host the use of a site at the Southside Park for placement of a recreational vehicle that is the residence of the Host. City shall also provide water, electrical, garbage utilities in reasonable amounts for the Host.

2.1(a) The Host shall always maintain the Host site and surrounding area in a clean and sanitary condition. Items used for outdoor recreation are allowed outside, provided they are maintained in an orderly fashion; any other personal items must be stored inside the Host's recreational vehicle and/or personal vehicle(s). Any recreational vehicle and personal vehicle(s) that will be parked at the Camp Host Site must first be approved by the City Manager to ensure suitability for the Park.

2. 1(b) City will not approve a Host's recreational vehicle that is a model year 1999 or older, is in excess of 45 feet, is not in good working condition, is not insured, or is not appropriately registered as required by the Oregon DMV. These limitations are not exhaustive, and other restrictions may be imposed by City. Host shall provide proof of insurance and current registration to the City Manager for Host's recreational vehicle and any personal vehicles that will be parked at the Park.

2.2 No more than two guests (Host and one other) will reside at the host site. Both the host and guest must submit to a background check. The Host is liable for the actions of any person who may at any time be residing therein. Any guest of Host shall reside in Host's approved recreational vehicle; no tents shall be allowed.

2.3 At no time may the Host or any guests of the Host have an open fire at the Park. If desired, Host may request permission from the City Manager to allow a propane fire pit (or similar device), and the City Manager shall have the sole discretion in approving or denying such request.

2.4 The Host shall vacate the Host site and remove their recreational vehicle, personal vehicle(s), and all personal property within five (5) days of the termination of this Agreement.

2.5 The Host may not alter or improve the Host site, the campground, or any Southside Park services without prior permission from the City Manager or their designee.

2.6 City employees or agents may inspect the Southside Park and Host site at reasonable times.

2.7 The Host shall be responsible for providing, at their own expense, any insurance coverage for their personal property to include their recreational vehicle and/or any personal vehicle(s).

2.8 Host shall not sublet any portion of the designated premises.

2.9 Host shall not assign any duties designated by this Agreement to any other individual.

### 3. TIME COMMITMENT

3.1 Host and City shall work to maintain a regular schedule of availability of the Host, and it is anticipated that Host will need to be available evenings and weekends to supervise the Park.

3.2 Hosts shall notify City Staff of any anticipated absences from the Southside Park for more than twenty-four (24) hours. Hosts must provide this notice in writing no later than 7 days prior to the anticipated absence.

### 4. COMPLIANCE WITH LAWS

4.1 This agreement shall be governed by and subject to the laws of the State of Oregon. The parties shall perform their duties in accordance with all applicable statutes, ordinances, regulations, and administrative rules now or hereinafter in effect.

4.2 If any provision of this Agreement is held by a Court or administrative body to be invalid, such invalidity shall not affect any other provision of this Agreement. This Agreement shall be construed as if the invalid provision had never been included.

5. TERM AND TERMINATION

5.1 If the Park Host fails to perform any of the services and/or obligations of this Agreement or acts in any such way that their behavior is reasonably deemed to be detrimental to the integrity, functionality, or safety of the Park, the City may terminate this Agreement at its sole discretion upon twenty four (24) hours written notice.

5.2 Either party may unilaterally terminate this Agreement with or without cause upon thirty (30) days prior written notice or such lesser written notice when dictated by emergency conditions.

5.3 This agreement shall be effective \_\_\_\_\_, 2024 through \_\_\_\_\_, 2025, unless terminated pursuant to the provisions of Sections 5.1 or 5.2. Agreements are for 6-month terms and can be renewed with both Parties' agreement.

5.4 Termination shall not prejudice any right of the parties prior to the effective date of termination.

6. MODIFICATIONS

Except as provided in Sections 1.1 and 4.3, this Agreement may be changed only by written modifications signed by both parties and may not be amended or modified by oral agreements or understandings between the parties.

7. ENTIRE AGREEMENT

This Agreement supersedes all prior and existing written or oral understandings between the parties. No other agreements, whether expressed or implied, shall be considered a part of this Agreement unless made in writing and executed by the parties hereto.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF SHERIDAN

PARK HOST

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Heidi Bell, MPA  
City Manager

Exhibit "A"  
SERVICES OF THE SOUTHSIDE PARK HOST

The Park Host shall help maintain and operate Southside Park. The Host will work with City staff to cover the necessary work to be done at Southside Park.

Perform Visitor services such as:

1. Be friendly to visitors and make them feel welcome, while not getting involved with groups or in the way of their activities.
2. Answer questions, receive comments, be readily accessible to the public.
3. Represent the City, serving as a contact point for guests.
4. Immediately notify Law Enforcement when emergencies arise.

Perform Maintenance services such as:

1. Check, clean and stock restrooms.
2. Keep the park clean of litter and trash.
3. Maintain a tidy host site.
4. Work on maintenance or service projects.
5. Mow, weed, landscape or garden.
6. Maintain a variety of equipment.
7. Assist City staff in park-related duties.
8. Advise City staff of issues, improvements or broken equipment.
9. Other duties agreed upon with the City.

Host Expectations:

1. No vehicle maintenance at your site.
2. No City equipment, supplies, products shall be used for personal benefit.
3. No use of alcohol, marijuana, or other non-prescribed drugs while on active duty.
4. Hosts are considered official "agents" of the City, therefore Host must dress appropriately and avoid offensive conduct and language.
5. Host shall contact the Public Works office regarding the need for park supplies, maintenance needs, necessary tools, or other items needed to undertake the Host's work.
6. In general, be present and aware of what is going on around and within the Park.