



MEMORANDUM

EUGENE WATER & ELECTRIC BOARD

Rely on us.

TO: Commissioners Mital, Simpson, Helgeson, Manning and Brown
FROM: Todd Simmons, Electric Operations Manager; and Lance Robertson,
Public Affairs Manager
DATE: July 8, 2015
SUBJECT: Revisions to Board Policy SD 5
OBJECTIVE: Board approval of Resolution No. 1521

Issue

Board Strategic Direction Policy 5 (SD5) incorporates rules, procedures and conditions for use of the Plaza at EWEB Headquarters for community events and activities.

The policy has been modified slightly in response to a change in the EWEB department responsible for oversight of the Plaza. The revised SD5 eliminates the reference to the specific department. That contact information is contained in the hold-harmless agreement a member of the public must sign and submit to EWEB for large-group use of the Plaza.

Requested Board Action

Approval of Resolution 1521 on your Consent Calendar.

Policy Number: SD5
Policy Type: Strategic Direction
Policy Title: Public Plaza Policy
Effective Date: ~~January 6~~July 21, 2015

The River Edge Public Plaza is a public place for the enjoyment of all. It cannot be reserved and must remain open to the public until 11 p.m. each day, except for closures related to public safety. Any use by organized groups must not infringe upon public access.

For purposes of this policy, an "event" refers to a gathering of 20 or more people for a common purpose.

Conditions of Use

- The River Edge Public Plaza is available for community events excluding for profit commercial use.
 - Organizations or groups using this area must complete a "[Hold Harmless Agreement](#)" and review and sign the "[Conditions of Use](#)."- Event organizers are required to submit completed forms to EWEB [Security \(security@eweb.org\)](mailto:security@eweb.org) ~~5~~ at least five (5) business days prior to the event.
- EWEB parking spaces are not available for use by event participants between ~~6:00~~ a.m. and ~~6:00~~ p.m., Monday through Friday, unless the event falls on a recognized holiday.
- EWEB does not provide furniture or audiovisual equipment of any kind.
- Activities that pose a threat to public safety or damage the plaza are prohibited.
 - Discharging of firearms, possession of weapons of any kind and/or use of fireworks is prohibited.
- Motorized vehicles are not permitted in the plaza, unless otherwise authorized.
- Consumption of any alcoholic beverages or illegal substances is not permitted.
 - Use of amplified sound systems or noise producing devices which interfere with the working environment of EWEB headquarters and/or disturb other park users is prohibited.
 - Engaging in any activity or conduct which is disruptive or interferes with the enjoyment of the plaza by others is prohibited.
 - The event organizers will be expected to clean up the site after use. If required, event organizers should arrange for garbage cans, trash removal and portable toilets.
- Putting soap, dye or any other foreign substances in the fountain is strictly prohibited.
- The event organizers shall ensure compliance with local Health and Safety Regulations

Source: Board Approved 11/27/1989, Revised April, 2004, Revised April, 2004, Ratified 04/19/2005, Revised 01/06/15, [Revised July 21, 2015](#).

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**RESOLUTION NO. 1521
JULY 2015**

**EUGENE WATER & ELECTRIC BOARD
RESOLUTION APPROVING REVISIONS TO BOARD POLICY SD5**

WHEREAS, the Eugene Water & Electric Board (EWEB) maintains a Board Policy Manual that contains governing policies for the Board of Commissioners; and

WHEREAS, the Board of Commissioners periodically reviews said policies and identifies required modifications or amendments to those policies; and

WHEREAS, the Board of Commissioners periodically determines that new policy is required to adequately document the work or intention of the Board with regard to governance, Board-staff linkage, strategic direction or executive limitations; and

WHEREAS, the Board of Commissioners has reviewed a modification to Board Policy SD5, Public Plaza Policy and has determined that the modification is appropriate and necessary.

NOW, THEREFORE, BE IT RESOLVED by the Eugene Water & Electric Board hereby approves the revisions to Board Policy SD5 – Public Plaza Policy.

DATED this 21st day of July 2015.

THE CITY OF EUGENE, OREGON
Acting by and through the
Eugene Water & Electric Board

President

I, TARYN M. JOHNSON the duly appointed, qualified, and acting Assistant Secretary of the Eugene Water & Electric Board, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Board at its July 21, 2015 Regular Board Meeting.

Assistant Secretary