



# MEMORANDUM

EUGENE WATER & ELECTRIC BOARD

*Rely on us.*

TO: Commissioners Brown, Carlson, Mital, Simpson and Helgeson  
FROM: Rod Price, Chief Electric Engineering & Operations Officer and Jeannine Parisi, Customer Relations Manager  
DATE: March 23, 2018  
SUBJECT: Use of Plaza Fountain for Community Event  
OBJECTIVE: Board Action

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## **Issue**

Management is requesting a one-time policy exception to host a multi-agency celebration in the fountain plaza on Thursday, April 19.

## **Background**

PeaceHealth and JUMP Bikes are partnering with the City of Eugene, University of Oregon, and Lane Transit District to launch PeaceHealth Rides this spring. PeaceHealth Rides is a network of bike share stations, where users can pick up and drop off publicly available bicycles for one-way trips across the city. PeaceHealth Rides conveniently and affordably complements other transit, providing first- and last-mile connections. The phase one system area will consist of over 35 stations and 300 bikes, one of which will be near the DeFazio pedestrian bridge.

The partners are planning a ‘launch’ event on Thursday April 19, from 11:30 – 1:30. Organizers approached EWEB about using the fountain plaza for the celebration, with use of the North Building meeting rooms in case of bad weather. The plaza is a public place that cannot be reserved, but we do ask community groups to coordinate with us for larger activities using that area. The location makes good sense as part of the launch celebration is to lead participants on bike rides to three different bike share locations (UO, downtown and Whiteaker) and the plaza is a central launching point for this activity.

## **Discussion**

After talking with management, EWEB staff agreed to help with the event and supporting event logistics (parking, meeting room set-up) and provided the organizers sign our standard hold harmless agreement for the plaza. In reviewing this document, staff recognized that there are a number of requirements in the agreement that are in conflict with the event planned stemming from Board Policy SD5, Public Plaza Policy (July 21, 2015). The policy is attached for reference.

Deviations include:

- No amplified sound (the organizers plan a number of speeches from the Mayor and other special guests and a stage with sound equipment, provided by event organizers, is planned)
- No use of EWEB employee parking during work hours (the organizers requested use of the North parking lots for cars and 5 parking spots blocked off for a bike parking area). Note that we allow use of the HQ parking lot during business hours for groups using the North Building rooms so this requirement tied to the plaza is inconsistent with other protocols.
- Responsibility for all garbage/recycling (the organizers are planning to have two food carts parked in the plaza and will bring their own receptacles to collect waste, but asked to use EWEB collection areas so they don't have to haul garbage/recycling off-site).

**TBL Assessment**

None conducted.

**Recommendation**

As a public utility that manages this space for the benefit of the community, support for an event hosted by some of our major local agency partners is recommended. While the celebration is during business hours, it largely falls over lunch time and should not be disruptive to business operations or our customers. EWEB would be recognized for its support with the event and Board members are invited to attend as well.

**Requested Board Action**

Management requests a one-time exception to SD5 – Public Plaza Policy to allow the celebration to occur as described.

**Policy Number:** SD5  
**Policy Type:** Strategic Direction  
**Policy Title:** Public Plaza Policy  
**Effective Date:** 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 at least five (5) business days prior to the event.
- EWEB parking spaces are not available for use by event participants between 6 a.m. and 6 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 (Resolution No. 1521).