



## HUMAN SERVICES COMMITTEE

### Agenda

Tuesday, August 4, 2015  
2:00 pm

Madison Avenue Meeting Room  
500 SW Madison Avenue

- |                                    |   |
|------------------------------------|---|
| Discussion/ <b>Possible Action</b> | I. Municipal Code Review: Chapter 5.01, "City Park Regulations" (Alcoholic Beverages in Parks) (Attachment) |
| Discussion/ <b>Possible Action</b> | II. Arts and Culture Advisory Board Annual Report (Attachment)  |
| Information                        | III. Other Business   |

### **Next Scheduled Meeting**

Tuesday, August 18, 2015 at 2:00 pm  
Madison Avenue Meeting Room, 500 SW Madison Avenue

### **Agenda**

- United Way Social Service Allocations Annual Report
- Community Relations Advisory Group Update



TO: Human Services Committee for August 4, 2015  
 FROM: Karen Emery, Parks and Recreation Director *KE*  
 THROUGH: Mark Shepard, City Manager *MS*  
 SUBJECT: Municipal Code 5.01.110.010 Alcohol Use in Parks or Facilities

### Action Requested

Review the recommended changes from staff to Municipal Code 5.01.110.010 Alcohol Use in Parks or Facilities and make a recommendation to City Council.

### Discussion

Attached are the draft changes to Municipal Code 5.01.110.010 Alcohol Use in Parks or Facilities. Staff has also included Municipal Code section 5.03.040.010.05 as it is referenced in the beginning of the Code.

#### 5.01.110.010

- 1) Staff recommends adding other facilities that are regularly requested to have alcohol, have streamlined language, and corrected facility names. Although the Majestic Theatre has a liquor license, renters are still required to have a permit if they wish to bring their own alcohol for use in a rental room. Facilities that are not included in Municipal Code have another process to go through which requires more staff time and multiple approvals. Staff recommends adding the regularly requested facilities as they are similar to others already cited in the Code. Those added are Avery Park Rose Garden, Tunison Community Room, Walnut Community Room and the Majestic Theatre.
- 2) Staff recommends allowing the Chintimini Senior and Community Center and the Majestic Theatre be allowed to have alcohol consumed until eleven. Both sites occasionally have events that end at midnight.

#### 5.01.110.020

- 1) Staff recommends housekeeping changes.
- 2)
  - a) Staff recommends housekeeping changes.
  - b) Staff recommends changing language that will require all renters to have liquor liability insurance. This will be a cost to the renter and may cause some renters to discontinue utilizing City facilities. Requiring liquor liability insurance is recommended by the City's Risk staff and the City Attorney. There are also recommended housekeeping changes.
  - c) Staff recommends removing this language. The definition of a large number of people under the age of 21 is ambiguous. Additionally, the City Manager or his designee would need to make exceptions on a regular basis. There are people under the age of 21 who attend the fairs and festivals, as well as private rentals such as weddings, birthday parties, etc. Staff has no way of knowing the ages and number of people who attend events at rental facilities.
  - d) No changes.
  - e) No changes.
  - f) Staff recommends removing this language as City Council doesn't currently approve rental use.
  - g) No changes.

3) Staff recommends housekeeping changes.

4) No changes.

5.01.110.030

Staff recommends housekeeping changes and clarifying how staff provides the permit to the applicant.

5.01.110.040

Staff recommends removing this language.

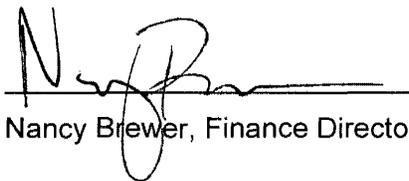
### **Recommendation**

Staff recommends that City Council accept the changes recommended in the attached draft municipal code 5.01.110.010 Alcohol Use in Parks or Facilities provided by staff.

### **Budget Impact**

The City currently requires liquor insurance for renters who serve or sell alcohol. There are generally 8 to 10 of these annually. Examples include the Corvallis Environmental Center's summer concerts, Fall Festival, Red, White and Blues Festival, and the Imagination Faire. If City Council changes the municipal code to require liquor insurance of all renters who have alcohol at their rental, there may be a reduction in renters due to the added cost of insurance. It's difficult to project a budget impact as we don't know how many renters will no longer rent City facilities. FY 14-15 there were 297 renters who had an alcohol permit, 8 of which were required to provide insurance. The majority of the renters rent for one 4-hour block, split fairly evenly between 1-5pm and 6-10pm. Examples of types of events include church services, weddings, family reunions, Oregon State University department events, and retirement parties. The 289 renters who were not required to have liquor insurance generated rental revenue of approximately \$24,995 for the Department. The cost of liquor insurance for these types of one day events is approximately \$75 for an event for 1-100 people and \$130 for an event for 101-500 people. In summary, an event for 1-100 people currently costs \$77: \$65 for the shelter rental and \$12 for the alcohol permit. Requiring liquor insurance would double the cost of the customer's event to \$152.

Review and Concur,



Nancy Brewer, Finance Director

Attachments:

Municipal Code Section 5.03.040.010

Municipal Code Section 5.01.110.01

**5.01.110.010**

1)

Notwithstanding the provisions of Section 5.03.040.010.05, alcoholic beverages may be consumed by persons in the following parks or facilities:

a)

Those areas in Avery Park known as Thompson ~~Kitchen~~, Fireside ~~Shelter~~, Lions Kitchen, Townsend, and Maple Grove *shelters and the Rose Garden*;

b)

The Barn in Dr. Martin Luther King, Jr. Park;

c)

The *Chintimini Senior-Citizens and Community Center, including the designated outdoor area*;

d)

The ~~Pienie~~ Rotary Shelter in Willamette Park;

e)

The Corl House; *Tunison and Walnut Community rooms and*;

f) *The Majestic Theatre.*

2)

No alcohol shall be consumed after 10 pm in any of the above parks or facilities *except the Senior Center and the Majestic Theatre where consumption shall end at eleven.*

The Parks and Recreation Director is hereby directed to develop rules and regulations relating to the consumption of alcoholic beverages in the above parks and facilities.

(Ord. 2006-01 § 2, 01/03/2006; Ord. 96-15 § 1, 1996)

**5.01.110.020**

1)

Notwithstanding any other provision of the Municipal Code, the City Manager *or his/her designee*, is authorized to issue permits allowing the sale, *consumption* or serving, ~~or both~~, of alcoholic beverages in any park *and/or facility*.

2)

The City Manager *or his/her designee*, may issue a permit only if the applicant for a permit provides assurances satisfactory to the City Manager *or his/her designee* that:

a)

The applicant will obtain all necessary permits and licenses for selling or serving alcohol. This obligation shall include, but is not limited to, a requirement that the applicant must execute an Alcohol Agreement with the Parks and Recreation Department. The Alcohol Agreement shall specify that minors are not to be served alcoholic beverages.

b)

The applicant will hold the City of Corvallis, its officers, agents, and employees harmless and indemnify them against any costs or liabilities resulting from the sale, *consumption* or serving of alcoholic beverages in ~~the a park or facility~~. In addition, an applicant seeking a permit to ~~sell~~ *have* alcoholic beverages in ~~the a park or facility~~ must obtain a liquor liability insurance policy, in an amount at least equal to the liability limits of the Oregon Tort Claims Act as in effect at the time of the application, naming the City of Corvallis as a co-insured.

- c) ~~A large number of underage persons will not be in attendance at the event. The City Manager may make an exception to this requirement for family activities such as wedding receptions.~~
- d) The event is not for the express purpose of serving alcohol.
- e) Food and non-alcoholic beverages will also be available at the event.
- f) ~~The City Council has approved a similar event.~~
- g) If the event is advertised, the primary focus of the advertising will be on the activities offered and not on the sale or consumption of alcoholic beverages. There will be no advertising by distributors; however, acknowledgement of event sponsors shall be allowed.

3)

The City Manager *or his/her designee* may reject an application for a permit under this section if he or she determines that the applicant is not able to control or assume full responsibility for the planned activity. In making this determination, the City Manager *or his/her designee* may consider the applicant's past history; the type of event planned; the security to be provided by the applicant; who has ultimate responsibility for the event; and any other factors deemed relevant.

4)

The City Manager may, in his or her discretion, refer any application for a permit directly to the City Council for action. No appeal shall be permitted from the City Council decision.

(Ord. 95-34 § 1, 1995)

#### **5.01.110.030**

Notice of the City Manager's *or his/her designee*, decision to approve or deny a permit application *shall be provided to the applicant. mailed to the applicant, and shall also be posted at City Hall and at the Parks and Recreation main office.* Any person aggrieved by the decision may appeal the decision to the City Council by filing an appeal within 10 days of the date notice is posted. If possible, the appeal shall be heard and determined at the next Council meeting after it is filed.

#### **5.01.110.040**

The City Manager shall keep the City Council advised of all permit applications approved or denied through the City Manager's report.

(Ord. 96-15 § 1, 1996; Ord. 95-34 § 1, 1995; Ord. 93-18 § 1, 07/19/93; Ord. 85-44, 1985; Ord. 84-70 § 2, 1984; Ord. 84-31 § 2, 1984)

Section 5.03.040.010 - Alcohol.

The City Council finds that the unlawful use and/or possession of alcoholic liquor contributes to the commission of offenses defined and made punishable under this Code and contributes to the degradation of and poses substantial risks to the public health, safety, and welfare concerns for Corvallis citizens.

(Ord. 2013-08 § 1, 06/03/13)



TO: Human Services Committee for August 4, 2015  
FROM: Karen Emery, Director Parks and Recreation  
THROUGH: Mark Shepard, City Manager  
SUBJECT: Arts and Culture Advisory Board Annual Report

**Action Requested**

Review and recommend acceptance of the Arts and Culture Advisory Board Annual Report.

**Discussion**

Attached is the annual report for FY 14-15.

**Recommendation**

Staff recommends acceptance of the Arts and Culture Advisory Board Annual Report.

**Budget Impact**

None

# ANNUAL REPORT OF THE ARTS & CULTURE ADVISORY BOARD

August 4, 2015

## **Members:**

REBECCA BADGER, KARYLE BUTCHER, DEBORAH CORREA,  
CHARLES CREIGHTON, SHELLEY MOON, CHARLES ROBINSON,  
CYNTHIA SPENCER, BRENDA DOWNUM-VANDEVVELDER, WAYNE  
WIEGAND

**Staff:** Karen Emery, Director, Parks and Recreation  
**Council Liaison:** Joel Hirsch 2014  
Frank Hann 2015

## **Purpose/Mission summary (CMC Section is Attachment 1):**

The Corvallis Arts and Culture Advisory Board is dedicated to advocating for, advising, and promoting Corvallis and its creative community.

## **Prior Year Report:**

### Activities and work completed:

- **Completed an arts and culture study.** With funding from Corvallis Parks & Recreation Department the board was able to hire a consultant to lead this work. This study provides a baseline data set on where we're at as a community in the area of arts and culture as well as how we compare to other cities. The data and insights were pulled from a series of community meetings, a survey of local organizations as well as third party resources. This study will be a key tool for the board in developing a strategic plan, which is the next phase.
- **Hosted the 4<sup>th</sup> annual "connect" event,** a networking soiree for arts and culture organizations. This year's event featured guest speaker Brian Rogers, executive director of the Oregon Arts Commission, and included performances from several local artists. Guests were also invited to provide input to the board on priority areas of focus for the

upcoming year. The top priorities as indicated by attendees were: 1% for public art, working with business leaders to create an arts identity for Corvallis, single website to promote arts events, greater advocacy for city funding and facilitating collaborative/joint marketing opportunities. The guest list also included city elected officials and organizations from surrounding communities. Approximately 60 people attended.

- **Convened a group including representatives from OSU, the Parks and Recreation Majestic Theater, The Arts Center, Corvallis School District, Visit Corvallis, da Vinci Days and Fall Festival to discuss opportunities for collaboration.**

Outcomes included looking into hosting the Oregon Arts Commission Summit in Corvallis in 2016 and an initial meeting with the Willamette Valley Visitors Association (WVVA) board to explore a regional approach to developing the Oregon Creative Corridor.

- **Convened a group of representatives from performing arts organizations to discuss opportunities for collaboration.**

Outcomes included the creation of a shared Google calendar and the continued support of the CAFA program.

- **Joined Americans for the Arts**, a national organization that's mission is to "serve, advance, and lead the diverse networks of organizations and individuals who cultivate, promote, sustain, and support the arts in America." (<http://www.americansforthearts.org>)

#### Activities and work in progress:

- Developing a plan to share out the findings from the arts & culture study.
- Evaluating the possibility of participating in the upcoming Americans for the Arts, arts and economic prosperity study.
- Working with a group of local musicians to assess the issue of a perceived decrease in venues hosting live music and also the decrease in compensation for these musicians.
- 1% for Arts Ordinance drafted

#### **Next Year Proposed Work Plan:**

#### Regular activities and work (ongoing or annual):

- Grow the CAFA program
- Build the arts & culture network - build on Connect event

- Refine re-granting program for strengthening arts community
- Board retreat, onboarding, outreach

Special activities and work for the year:

- Americans for the Arts survey
- Arts & culture study distribution plan and strategic plan development
- Public Arts Selection Committee development
- Outreach to live music venues in Corvallis and Albany
- 1% of Arts Ordinance adopted

**Resources:**

Prior Year:

- Funding for the Connect event (\$500)
- Funding for the arts & culture study (\$10,000)

Needed for the next year:

- Funding and volunteers for the Americans for the Arts survey \$2500 for City to participate (thanks to Oregon Arts Commission participation)
- Stabilize funding for networking events: \$1,000
- Grants program
- Nimble response to requests for communications responses (website updates, print materials, etc)

- d) Redevelopment projects.
  - e) Land use matters such as recommending development code revisions.
  - f) Public parking policies and projects.
  - g) Other community matters that may affect downtown Corvallis.
- 7) A Parking Committee of the Downtown Advisory Board shall be established. This Committee shall consist of 5 members, 2 of which are Downtown Advisory Board members as assigned by the Advisory Board. The other 3 members of the Parking Committee shall be appointed by the Mayor and represent a range of downtown and community interests.
- 8) The Parking Committee shall be responsible for day-to-day downtown parking matters and advise the Downtown Advisory Board and/or City Council on parking issues.
- 9) The functions of the Advisory Board may be accomplished using subcommittees, task forces or stakeholder committees.

(Ord. 2014-\_\_\_ § 17, 11/17/14; Ord. 2008-09 § 1, 05/05/2008)

**Section 18. Municipal Code Chapter 1.16.336 is hereby amended as follows:**

**Section 1.16.336 Arts and Culture Advisory Board.**

- 1) An Arts and Culture Advisory Board is hereby created for the City.
- 2) The Advisory Board shall consist of nine voting members appointed by the Mayor. Appointments to the Advisory Board should be selected to represent the diverse nature of the community. Membership will be selected from the following fourteen categories, recognizing that members may represent multiple categories:
  - a) Literary arts.
  - b) Visual arts.
  - c) Performing arts.
  - d) Patrons of the arts.
  - e) Venues.
  - f) Cultural heritage.
  - g) Art education.
  - h) General cultural interests.
  - i) General citizens-at-large.
  - j) Fairs and festivals.
  - k) Emerging artists.
  - l) Oregon State University.

- m) Cultural expression of diversity.
  - n) Business/economic vitality.
- 3) The Advisory Board shall advise the Council in all matters pertaining to Arts and Culture, ensuring that Arts and Culture are a civic priority. Such matters shall include, but not be limited to, the following:
- a) Recommend policies and advise and propose strategies regarding Arts and Culture for approval by the City Council.
  - b) Promote outreach to and solicit involvement of the community to advocate, to inform and engage citizenry, and to demonstrate the economic impact of Arts and Culture.
  - c) Collaborate with other governmental agencies, volunteer organizations, non-profit, for-profit and City-related organizations in the advancement of Arts and Culture planning and programming to build capacity, enhance educational opportunities and ensure comprehensive communications.
  - d) Advise on development of Art and Culture facilities, programs and improved City services.
  - e) Develop a comprehensive Arts and Culture vision and strategic plan for the City.
  - f) Recommend and support financing alternatives and resources for Arts and Culture.
  - g) Public art selection in compliance with City Council Policy 98-4.12 "Public Art Selection Guidelines."
- 4) The functions of the Advisory Board may be accomplished using subcommittees, task forces, or stakeholder committees.
- 5) Initial appointment. Advisory Board members shall serve the following terms: one year for 3 members, two years for 3 members, and three years for 3 members.
- (Ord. 2014-\_\_ § 18, 11/17/14; Ord. 2010-02 § 1, 02/01/2010)

**Section 19. Municipal Code Chapter 1.16.337 is hereby amended as follows:**

**Section 1.16.337 Economic Development Advisory Board.**

- 1) An Economic Development Advisory Board is hereby created for the City.
- 2) The Advisory Board shall consist of nine voting members appointed by the Mayor. Appointments to the Advisory Board should reflect expertise and experience in business, technology, strategic planning and public policy development.
- 3) Membership will be selected from the following areas, recognizing that members may represent multiple interests:
  - a) Emerging technology;
  - b) Manufacturing;

-----Original Message-----

From: John H. Detweiler

Sent: Thursday, July 30, 2015 4:51 PM

To: Holzworth, Carla

Subject: Municipal Code 5.01.110.010 Alcohol Use in Parks or Facilities

Carla,

Please pass this to the Human Services Committee for their August 4th meeting.

For quite some years the Military Officers Club of Corvallis (MOCC) has rented the Maple Grove facility in Avery Park for an annual picnic. Since many members like to consume a little wine at the picnic, we also purchase a liquor permit.

At this point I can't say we won't rent Maple Grove if you require liquor liability insurance. However, our scrounging around for liquor liability insurance for an annual picnic seems to be an undue burden for groups like MOCC.

If the City must have this insurance, I suggest the City work this risk into their own insurance and raise the price of liquor permits enough to cover the cost of the insurance.

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John H. Detweiler; web page => <http://www.peak.org/~detwei>