

**LEWISTON CITY COUNCIL**  
**WORKSHOP & SPECIAL MEETING AGENDA**  
**Tuesday, November 10, 2020**

SESSION WILL BE CONDUCTED REMOTELY AND MEMBERS WILL ONLY PARTICIPATE ELECTRONICALLY. THE MEETING CAN BE VIEWED ONLINE AT <https://www.lewistonmaine.gov/2020cc>

Public Comment on any item appearing on the agenda may be sent to [publiccomment@lewistonmaine.gov](mailto:publiccomment@lewistonmaine.gov) prior to or during the meeting, and all comments received will be forwarded to the City Council. People who would like to access the meeting by phone only may contact (207) 513-3121 for the access code before 4:30pm on the day of the meeting.

**6:00 pm Workshop**

**WORK SESSION**

- A. Community Recovery Grant Update – 45 minutes
- B. Temporary Homeless Shelter Proposal – 45 minutes
- C. Housing Committee Recommendations – 45 minutes

**SPECIAL MEETING IMMEDIATELY FOLLOWING WORKSHOP**

1. Authorizing the City Administrator to Execute the Maine Housing Committee Certification of Approval to use Maine Housing Emergency Solutions Grant Funding to authorize Community Concepts to operate a Temporary Homeless shelter in the City of Lewiston.
2. Resolve, Extending the Waiving of Certain Fees and Policies Involving the Public Right of Way and Municipal Owned Property and Continue the Established Procedures to Allow for the Use of Private Parking Areas for the Purpose of Assisting Lewiston Organizations in Implementing Social Distancing.

LEWISTON CITY COUNCIL  
WORKSHOP AGENDA  
TUESDAY, NOVEMBER 10, 2020  
6:00 PM

A. Community Recovery Grant Update (45mins)

Representatives from Tri-County Mental Health and the CommUNITY Recovery Steering Committee will present an update on the Community Recovery Grant for opioid response in our community.

B. Temporary Homeless Shelter Proposal (45mins)

A representative from Community Concepts will present a proposal to open a temporary 28-bed low barrier Winter Wellness Shelter at a local hotel from November 15, 2020 through April 30, 2021. The attached memo provides additional details on the proposal.

C. Housing Committee Recommendations (45mins)

On October 13, 2020 members of the Housing Committee presented recommendations to address homelessness in Lewiston. The City Council will continue their review and discussions on the Housing Committee recommendations.



ccimaine.org  
(800) 866-5588

To: Denis D'Auteuil, City Administrator, City of Lewiston  
From: Shawn Yardley, CEO, Community Concepts, Inc.  
Re: Proposed Temporary 28-Bed Winter Wellness Shelter  
Date: November 5, 2020

240 Bates Street  
Lewiston, ME 04240  
(207) 795-4065

**Need:**

Over the last several years, the homeless population of the greater Lewiston-Auburn area has had limited access to three small private overnight shelters. In response to the varied dynamics of the COVID-19 epidemic, the area's existing shelters are not able to adequately serve all of the people experiencing homelessness due to reduced operating capacity and a variety of restrictions on who they will accept. The number of unsheltered individuals heading into the cold weather months is of great concern.

The Lewiston-Auburn area has several vulnerable populations at risk of losing housing, including but not limited to: people with mental health needs, substance use disorder, or co-occurring disorders; victims of domestic violence human trafficking; and lawfully present immigrants awaiting determination asylum applications who do not otherwise qualify for existing or new COVID-19 related assistance programs.

According to health experts, these individuals are at increased risk to contract and transmit COVID-19 compared with not only housed individuals, but even compared with individuals experiencing homelessness who are accessing emergency shelter, due to lack of access to sanitary facilities and supplies (including running water, soap, and disinfectants, etc.), lack of education about how to prevent transmission, and lack of support accessing medical care when needed. This is compounded by the closing or shift to remote-only services by most community programs that typically target outreach, support, and services to this population.

The unsheltered population is at significant risk to have poor outcomes related to COVID-19 infection due to the long exposure outdoors in cold weather months and the high occurrence of underlying or co-occurring medical conditions. Additionally, unsheltered individuals report higher incidence of substance use while unsheltered, increasing risk to the individual and reducing the likelihood of maintaining universal precautions, and report a higher use of emergency services while unsheltered, increasing the burden on emergency services that are under increased pressure during this health crisis.

**Armory Wellness Shelter Experience:**

From April 22 to July 17, we served 138 people experiencing homelessness at the Armory Wellness Shelter, a project run by Community Concepts in partnership with the City of Lewiston and with financial support from the state housing authority MaineHousing. During those 87 days, we served as many as 60 guests per night.

- Average age of guest: 40.5 (youngest: 18; eldest: 74)
- Men served: 94
- Women served: 44
- Veterans served: 9
- People served who were actively employed: 23



- People served, who were with us for more than 7 days, connected with a case manager: 57 (66%)
- People served, who were with us for more than 7 days, connected with new housing (family/friends, apartment, residential program, another shelter): 58 (42%)

Shelter guests were connected with the following resources:

- Case management services with such community partners as Androscoggin Home Health, Tri-County Mental Health, Sweetser and Common Ties.
- Preble Street Veteran's Services
- Substance use treatment facilities
- Department of Health and Human Services
- Safe Voices
- St. Mary's Health System
- New Beginnings
- Lewiston Housing and Elderly/Disabled Housing
- Community Concepts Workforce Career Coach
- City of Lewiston General Assistance
- Maine Prisoner Re-entry network
- Probation Office
- Legal Assistance referrals
- Adult Protective Services
- Social Security Administration
- Job search assistance
- How to find a primary care physician
- How to obtain a birth certificate and/or state ID
- U.S. Army to discuss the Armed Services Vocational Aptitude Battery exam
- Financial services to set-up a bank account

**Temporary Winter Wellness Shelter Proposal:**

A temporary 28-bed low barrier Winter Wellness Shelter staffed 24 hours/day will serve unsheltered individuals at a local hotel from November 15, 2020 through April 30, 2021 (as funding allows).

This temporary 24-hour shelter will provide 28 homeless adults with a warm, safe sleeping space during the winter months and access to basic needs such as bathrooms, showers, and food, with program design integrating known shelter best practices with recommendations from medical professionals to reduce the risk that clients will contract and transmit the COVID-19 virus.

The shelter will be operated by Community Concepts, Inc. (CCI), in partnership with a local hotel and with financial support from MaineHousing. Operational plans, procedures and programing have been developed based on the successful Armory Wellness Shelter project and were done so in consultation with a broad group of experts, stakeholders, and community service providers including: Preble Street Resource Center, Aroostook CAP, New Beginnings, Trinity Jubilee Center, Central Maine Healthcare, St. Mary's Regional Medical Center, Healthy Androscoggin, Tri-County Mental Health Services, City of Lewiston, City of Auburn, MaineHousing, Maine Department of Health and Human Services (DHHS), and Maine Center for Disease Control (CDC), among others.

**Funding:**

As with the Armory Wellness Shelter project, this project will be fully funded by MaineHousing. MaineHousing utilizes a variety of federal funding sources for this work, including funding from the Department of Housing and Urban Development's (HUD) Homeless Emergency Solutions Grant (ESG). The ESG program requires documentation of the host community's approval for use of ESG funds. This document is enclosed. If there was an unanticipated interruption in funding, Community Concepts would work with guests, Maine Housing, other State agencies and community partners to establish transition plans for guests to alternative living arrangements.

**Staffing Pattern:**

The Winter Wellness Shelter will be staffed with at least three people at all times, four during awake hours, to ensure adequate support to maintain milieu safety through behavioral support and crisis intervention, perform milieu management, facilitate access to food and showers, and perform environmental maintenance (for example frequent cleaning of shared spaces).

- 1<sup>st</sup> shift (8am-4pm): 4 staff
- 2<sup>nd</sup> shift (4pm-12am): 3 staff
- 3<sup>rd</sup> shift (12am-8am): 3 staff

**Services Provided:**

28 beds, access to: bathrooms, showers, dining area, and food. Food will be provided through a partnership with the LRTC's Green Ladle program and their local restaurant partners. The shelter will be low barrier to ensure that the most vulnerable individuals, including those with untreated mental illness and/or substance use disorder, are able to access it; individuals under the influence of substances will be allowed entry contingent on ability to interact safely with other clients and staff. Consistent with recommendations from medical professionals, clients would be assigned the same bed every night and only individuals assigned a shelter bed will be able to access day services. The shelter will be adequately staffed to manage behavioral concerns. Shelter staff will work with area social service agencies and housing programs to connect clients with case management services, primary health care, treatment services, and permanent housing to the greatest extent possible.

**Community Concepts, Inc. Background:**

Community Concepts, Inc. (CCI) was incorporated in 1965 by local community members seeking to reduce poverty in western and central Maine. CCI is a Community Action Agency for Oxford and Androscoggin counties and a Maine 501(c) 3 organization that has helped thousands of low to middle income level residents receive the support they need. Under its umbrella, CCI has over 60 direct service programs that support children and family services, transportation, heating and utility assistance, affordable housing and home improvement services, home ownership support and financing for housing and businesses. Workforce development services are provided by the organization, such as career counseling, skills assessment, and job preparedness skills for people of low to moderate income in the Lewiston-Auburn area. These programs enable individuals to acquire knowledge, skills and insights to seek and retain gainful employment. The agency has an annual operations budget of \$26 million and employs 300+ full time, paid staff and over 150 volunteers. Its partnerships with community service providers are many. Its staff work with compassion and urgency to meet the vital needs of over 20,000 people annually.

**ATTACHMENT E: CERTIFICATION OF LOCAL APPROVAL FOR  
NONPROFIT ORGANIZATIONS**

Emergency Solutions Grant (ESG) regulations (24CFR§576.202(a)(2)) require that any nonprofit agency receiving ESG funding have the approval of the unit of local government in whose jurisdiction they operate.

The undersigned, authorized to act on behalf of (name of town/city) Lewiston (the "City")  
certifies to MaineHousing that (name of shelter agency) Community Concepts, Inc. ("CCI")  
has the approval of the above named local government to provide the following ESG funded services within this municipality.

This approval is for the purpose only of permitting MaineHousing to release ESG funding to CCI to operate a homeless shelter at an area hotel until April 30, 2021. In no way does the City guarantee funding of the homeless shelter nor is the City responsible for the operation, maintenance or management of the homeless shelter. Neither CCI nor its agents and representatives are authorized to act on behalf of the City or as the City's agents or representatives. The City's authorization should not be construed as a license or permit to operate the homeless shelter. The City reserves the right to withdraw its authorization upon fifteen (15) days notice to MaineHousing.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_



## Economic and Community Development

Lincoln Jeffers  
Director



**To:** Honorable Mayor and Members of the City Council  
**From:** Heidi McCarthy  
**RE:** **Housing Committee Recommendations**  
**Date:** October 13, 2020

The Housing Committee is an eleven-member committee charged with advising the City Council on the full range of housing issues facing the community with the goal of ensuring the quality and safety of the City's residential housing stock, expanding the diversity of housing options and types, and providing safe and healthy housing alternatives for current and future residents of every socioeconomic status. The Committee was formed to carry on the work started by the Rental Registration Committee. There is a one-year appointed position from the former Rental Registration committee to ensure a smooth transition.

The Committee reviewed council priorities and compiled a comprehensive list of housing issues to address. Through a ranking survey, they identified homelessness as both the most urgent issue facing our community and the issue which if addressed would have the most impact on the community. The Committee has consulted with several organizations and individuals who provide services to people experiencing homelessness and have identified gaps in resources and supports. The recommendations below have been crafted both with the status quo and unique needs of COVID-19 in mind.

### **Recommendations:**

**a. City of Lewiston's Role.** We must first recognize that homelessness is a public health issue, and the result of systemic problems that create the conditions for homelessness. We must own this problem as a community, and approach it with a sense of collective duty. Furthermore, we must not treat unhoused people as criminals simply due to their lack of shelter. When an unhoused person seeks shelter in a public place, it should not be viewed as criminal behavior but rather a failing of our community to provide them better options. We must also call upon the state and neighboring communities to recognize their shared responsibility in addressing this issue. Lewiston must be part of the solution, but service centers are often leaned on too heavily to solve the needs of neighboring communities who do not provide any services to their unhoused people. The City of Lewiston must play an important leadership and partnership role in helping to shelter the unhoused persons in our community. We have the beginnings of a network of support, and we must develop our relationships with local partners to see this network enhance to meet the needs we face today. This support should include 1) staff participating in state and local meetings to understand how Lewiston can fit into a regional strategy to end homelessness,

2) using CDBG and CARES Act funding to fund services for the homeless, and 3) identifying resources available from Maine Housing to fund services for the homeless, which can be utilized by the City and other partners.

**b. Hotels as Temporary Shelter.** To fill the gap in our existing overnight shelter system, we should support all efforts to contract with one or more local hotels and motels and provide shelter until those unhoused persons can secure permanent housing. Research is finding that the privacy and stability offered by these living arrangements create much better conditions for the provision of casework, food, and other health services. We also understand the lodging industry to be suffering significant losses of revenue, and these programs can help them weather this economic downturn. This should remain our shelter strategy for unhoused persons indefinitely, until it can be replaced with something better.

**c. Increase Case Management.** Case management is critical to helping unhoused persons achieve stability and permanent housing. Key to the success of the Wellness Shelter securing housing for the unhoused was offering social work services to connect people with available social services and address barriers to stable housing. Due to the nature of the shelter system described earlier, our community actually has fewer Emergency Shelter and Housing Assistance Program (ESHAP) navigators than would be expected for a community with our needs. Tri-County Mental Health Services, Safe Voices, New Beginnings, and Preble Street Homeless Veterans Program each have such navigators for the specific populations they support, but we need to see this expanded to meet the needs of those outside these populations. These navigators must be a part of ESHAP, meaning that they have access to all of the tools available to help an unhoused person obtain shelter. This is in addition to the mental health case work that many of these same people will require. Mental health support must also be expanded, but it is not the same as being an ESHAP navigator. Lewiston Police Department has also employed the practice of including a caseworker, through a program with Tri-County Mental Health, on many of their responses to mental health crises, including those relating to unhoused persons. This is an important practice and should be continued and expanded.

**d. Enhance Day Shelter Facilities.** Due to the new COVID-19 safety restrictions, there is currently no low-barrier day shelter or warming center in Lewiston, and this is of great concern as we approach the winter. Previously, the Wellness Shelter met this need. The City of Lewiston should lead an immediate assessment of existing city facilities, as well as nearby private facilities, to identify what space could adequately meet this need. The City should also immediately seek an experienced operator to manage this space, and facilitate the mobilization of resources to do so, including Cares Act and Maine Housing resources. The City should also approach specialized shelters, such as New Beginnings that offer limited day shelters to youth, and determine what resources or support is needed to enhance those services for this winter.

**e. Public Bathrooms.** The City should provide CDBG or Cares Act funding for a mobile public bathroom and shower facility until a permanent public bathroom can be provided. This facility should include sufficient staffing to ensure it is operated safely and well maintained. This service is necessary both for basic hygiene and to keep all persons safe in the unique circumstances of the global pandemic and should be vigorously pursued.

**f. Supportive Housing.** The City should encourage the development of more supportive housing that integrates case management and support with housing. This can be achieved both in transitional housing as well as permanent housing solutions. Maine Housing has funds set aside each year for this purpose.



**g. Permanent Overnight Low-Barrier Shelter.** The need for a permanent overnight low-barrier shelter has been previously identified in the 10-yr plan to end homelessness. Such a shelter requires significant capital investment and operating experience to achieve. The City should be fostering relationships with potential partners who could develop and operate such a shelter in our community and with service providers who already operate such shelters in other communities to understand their recommendations and best practices. At the same time, we should be monitoring what can be achieved with enhanced day-shelters, case managers, and hotels as temporary shelter. The success of those programs may inform what needs there are for a low-barrier shelter and paths to sources of funding, staffing, and management.

**h. Mitigate Evictions.** Historically, Lewiston has the highest eviction rate in Maine. Evictions can have devastating impacts on the lives of tenants, and an eviction during this pandemic is especially destabilizing. Research by the Maine Affordable Housing Coalition has shown that most renters in Maine have been paying their rent but at the sacrifice of other essential items that are resulting in growing debt. This growing debt will eventually result in unpaid rent, if it has not done so already. We are also seeing a lack of action from the federal government to offer more relief to people struggling under these economic conditions. Lewiston simplifying their emergency rental assistance program was an important step towards addressing this problem. In addition to continuing Lewiston's local program, Lewiston should continue to advocate for state and federal programs that provide both emergency and long-term rental assistance to eligible renters, and also relief to small landlords who have incurred unsustainable losses during this crisis to help keep people housed while ensuring the landlord can financially support their building costs.

# LEWISTON CITY COUNCIL

## MEETING OF NOVEMBER 10, 2020

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 1**

**SUBJECT:**

Authorizing the City Administrator to Execute the Maine Housing Certification of Approval to use Maine Housing Emergency Solutions Grant Funding to authorize Community Concepts to operate a Temporary Homeless Shelter in the City of Lewiston.

**INFORMATION:**

Community Concepts in partnership with Maine Housing is proposing to open a temporary homeless shelter in the City of Lewiston. The proposed shelter would be funded through a Maine Housing Emergency Solutions Grant and the shelter would be operated and managed by Community Concepts Inc. The use of the Emergency Solutions Grant funds requires the approval of the City Council. The attached memo provides the details of proposed temporary shelter.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

This item is a policy decision of the City Council.

*DAD/kmm*

**REQUESTED ACTION:**

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To authorize the City Administrator to Execute the Maine Housing Certification of Approval to Emergency Solutions Grant Funding to operate a Temporary Homeless Shelter in the City of Lewiston

# LEWISTON CITY COUNCIL

## MEETING OF NOVEMBER 10, 2020

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 2**

**SUBJECT:**

Resolve, Extending the Waiving of Certain Fees and Policies Involving the Public Right of Way and Municipally Owned Property and Continue the Established Procedures to Allow for the Use of Private Parking Areas for the Purpose of Assisting Lewiston Organizations in Implementing Social Distancing.

**INFORMATION:**

On May 19, 2020, the Lewiston City Council adopted a resolve authorizing city staff to work with businesses seeking permission to expand their operations onto municipal right of ways and public or private open spaces and parking areas. These accommodations would include: permitting commercial activities to take place in city parks and open spaces and waiving any park use fees; waiving sidewalk and street occupancy fees; authorizing a business to occupy sidewalks near but not adjacent to their designated on-street parking spaces for outside dining and sales if approved by designated staff; closing sections of public streets for specific periods to allow for their commercial use by adjacent or nearby businesses; otherwise being granted permission to use outdoor areas controlled by the City; and establishing a temporary mechanism to allow for expansion onto private parking areas or open spaces that a business or organization controls while ensuring such expansions are laid out in a manner to ensure public safety. This action taken by the City Council was set to expire on November 1, 2020 or after all social distancing restrictions have been eliminated, whichever occurs first. With social distance restrictions still in place, staff is recommending that permission for such uses would be extended until the expiration of the State of Emergency declared by the Governor.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

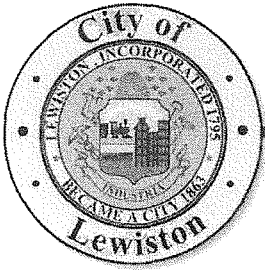
The City Administrator recommends approval of the requested action.

*DAD/kmm*

**REQUESTED ACTION:**

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To approve the Resolve, Extending the Waiving of Certain Fees and Policies Involving the Public Right of Way and Municipally Owned Property and Continue the Established Procedures to Allow for the Use of Private Parking Areas for the Purpose of Assisting Lewiston Organizations in Implementing Social Distancing.



CITY OF LEWISTON, MAINE

November 10, 2020

COUNCIL RESOLVE

**Resolve, Extending the Waiving of Certain Fees and Policies Involving the Public Right of Way and Municipally Owned Property and Continue the Established Procedures to Allow for the Use of Private Parking Areas for the Purpose of Assisting Lewiston Organizations in Implementing Social Distancing.**

Whereas, on May 19, 2020 the City Council adopted a resolve authorizing city staff to work with businesses seeking permission to expand their operations onto municipal right of way and public or private open spaces and parking areas; and

Whereas, the May 19, 2020 resolve expired on November 1, 2020 and social distance restrictions remain in place; and

Whereas, the State of Emergency declared by the Governor has been extended; and

Whereas, while emergency operating restrictions continue, the City desires to support local businesses and other community organizations by working with them where possible to allow for the use of publicly owned or controlled areas; and

**Now, therefore, be it resolved by the City Council of the City of Lewiston that**

While organizations will continue to be required to obtain a permit from the city for the use of city sidewalks, streets, parking spaces, and public open spaces for the purposes directly related to that organizations normal operations, and to abide by the restrictions and requirements of such permits, fees for the use and occupancy of such spaces are waived, such waiver to remain in effect until the expiration of the state of emergency declared by the Governor. In addition, organizations wishing to use municipal sidewalks or rights of way, including parking spaces, located near but not directly adjacent to their property, may be allowed to do so subject to a showing that permission has been granted by the owner or lessee of the property abutting the municipal space the organization wishes to occupy. Such organizations may also be permitted to occupy nearby municipal open spaces.

Be it Further Resolved, that

A staff committee composed of the City Administrator, Public Works Director, and Director of Planning and Code Enforcement or their designees is hereby authorized to review and approve or deny permits for the use of such municipal space or receive permits for these purpose. In addition, this Committee is hereby authorized to approve:

- The closure of certain streets or sidewalks to allow for those streets or sidewalks to be occupied and used for the purposes outlined above.
- The use of on-site open space or parking spaces normally used to meet Zoning and Land Use parking requirements to serve patrons, subject to presentation of a plan showing how this can be done safely.

Permissions granted by this committee may be revoked at any time should the operation violate any permit or use restrictions or operate in such a manner as to negatively impact the public or other adjacent property owners or create a hazard to public safety. The decisions of this Committee may be appealed to the City Clerk.

**MAY 19, 2020 CITY COUNCIL MEETING**

**RESOLVE, WAIVING CERTAIN FEES AND POLICES INVOLVING THE PUBLIC RIGHT OF WAY AND MUNICIPALLY OWNED PROPERTY AND ESTABLISHING A PROCEDURE TO ALLOW FOR THE USE OF PRIVATE PARKING AREAS FOR THE PURPOSE OF ASSISTING LEWISTON ORGANIZATIONS IN IMPLEMENTING SOCIAL DISTANCING**

**VOTE (143-2020)**

Motion by Councilor Pettengill, seconded by Councilor Gelinas:

To approve the Resolve, Waiving Certain Fees and Policies involving the public right of way and municipally owned property and establishing a procedure to allow for the use of private parking areas for the purpose of assisting Lewiston organizations in implementing social distancing:

Whereas, the COVID-19 pandemic has resulted in the temporary closure of numerous public facing businesses and organizations such as restaurants and certain retail operations; and

Whereas, the Governor has advanced a plan that will lead to these organizations being allowed to reopen subject to meeting certain restrictions, such as limiting the number of patrons and visitors allowed in the premises and establishing social distancing arrangements; and

Whereas, these restrictions are likely to limit the number of people that will be able to be served; and

Whereas, it may be possible for certain organizations to serve additional visitors if they are able to incorporate outside areas into their operations; and

Whereas, organizations that own or control outside areas may currently be restricted from using them given zoning and site plan requirements; and

Whereas, these requirements can be temporarily lifted subject to presentation and implementation of a plan that ensures patron safety when using these areas; and

Whereas, not all affected organizations have access to such privately controlled areas, particularly in denser sections of the city such as downtown Lewiston; and

Whereas, in those areas, it may be possible for operations to be expanded into adjacent city owned, managed, or maintained rights of way or open spaces; and

Whereas, while emergency operating restrictions continue, the City desires to support local businesses and other community organizations by working with them where possible to allow for the use of publicly owned or controlled areas;

Now, therefore, be it resolved by the City Council of the City of Lewiston that while organizations will continue to be required to obtain a permit from the city for the use of city

sidewalks, streets, parking spaces, and public open spaces for purposes directly related to that organization's normal operations, and to abide by the restrictions and requirements of such permits, fees for the use and occupancy of such spaces are hereby waived, such waiver to remain in effect until ten (10) days following the lifting of all social distancing restrictions related to the COVID-19 pandemic or until November 1, 2020, whichever occurs first. In addition, organizations wishing to use municipal sidewalks or rights of way, including parking spaces, located near but not directly adjacent to their property, may be allowed to do so subject to a showing that permission has been granted by the owner or lessee of the property abutting the municipal space the organization wishes to occupy. Such organizations may also be permitted to occupy nearby municipal open spaces.

Be it Further Resolved, that

A staff committee composed of the City Administrator, Public Works Director, and Director of Planning and Code Enforcement or their designees is hereby authorized to review and approve or deny permits for the use of such municipal space or receive permits for these purposes. In addition, this Committee is hereby authorized to approve:

- the closure of certain streets to allow for those streets to be occupied and used for the purposes outlined above.
- the use of on-site open space or parking spaces normally used to meet Zoning and Land Use parking requirements to serve patrons, subject to presentation of a plan showing how this can be done safely.

Permissions granted by this committee may be revoked at any time should the operation violate any permit or use restrictions or operate in such a manner as to negatively impact the public or other adjacent property owners or create a hazard to public safety. The decisions of this Committee may be appealed to the City Clerk.

Passed – Vote 7-0