



MINUTES

**OPERATIONS COMMITTEE
VILLAGE GREEN MUNICIPAL BUILDING
TUESDAY
May 19, 2020
6:30 PM**

The meeting began at 6:30 p.m. Those present included: Councilmembers Heather Karr, Melissa Riggins, Daniel Swartwout (Chairman), Frank Bertone, Jon Bennehoof Brian Lorenz; Citizen Representatives Heather Gonzalez and Ryan Herchenroether; City Manager Andrew White; Chief of Police Stephen Hrytzik; Development Director Dave Betz; City Engineer Chris Huber; Staff Engineer Aaron Scott; Communications Director Megan Canavan; Interim Director, Parks Recreation & Public Service Silas Bowers; City Clerk Karen J. Mitchell; and other interested parties.

APPROVAL OF MINUTES: The minutes April 21, 2020 were approved as written.

NEW ITEMS:

- **COVID-19 Impact to Powell Festival and City Events:** Staff is seeking direction from the Committee about proceeding with Powell Fest due to the pandemic and current group gathering restrictions in place by the Governor. Mr. Bowers and Ms. Canavan recommended postponing the 2020 Powell Festival on June 26 and 27, offering a couple of alternate suggestions:
 - (1) expanding the annual October bonfire event into a one-day event that incorporated many of the Powell Fest activities (i.e. have entertainment, food vendors, and kids' activities, etc.);
 - (2) in place of Powell Fest on June 26-27, have a DORA in place that will allow people to celebrate and walk around downtown to enjoy the businesses with social distancing and without the mass gathering Powell Festival brings;
 - (3) postpone Powell Festival completely for 2020.

ACTION PLAN: Powell Fest will be postponed and Staff will look into expanding the DORA for a substitute event. Staff was also directed to expand the October 3rd bonfire event into an all-day event to incorporate many of the activities from Powell Fest, including possibly the fireworks.

- **DORA Review and Potential Modified Use:** Mr. Betz informed the committee that due to the pandemic, Liquor Control is relaxing their current restrictions on liquor locations to allow liquor permit holders to expand their boundaries on their property. Businesses would not then need to use the DORA and Mr. Betz feels this is a better temporary solution. There was some discussion about modifying the DORA ordinance from an event-based DORA to have a regular standing DORA.

ACTION PLAN: Staff will investigate the possibility of expanding the DORA from an event-based DORA to a standing DORA.

PENDING ITEMS:

- **Discussion of Goals for Operations:**
- **Review of City Organizational Needs:**
- **Review of Personnel Manual:**

Mr. White stated that he is starting with an internal legal review of the existing personnel manual. He would like to have a full review of the job descriptions, meet with all staff regarding their own specific job descriptions with an eye toward updating and potentially modifying it.

ADJOURNMENT: Having no further business to come before the Committee, the meeting was adjourned at 7:26 p.m.