

Order 91-18/19

Passage: 9-0 on 11/5/2018

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

Effective 11/15/2018

KIMBERLY COOK (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**DECLARING THE PORTLAND DOWNTOWN
LIGHT UP YOUR HOLIDAYS FESTIVAL 2018**

ORDERED, the following dates are hereby declared the Light Up Your Holidays Festival, to be organized by Portland Downtown:

November 23, 24, 25, 30 and December 1, 2, 6, 7, 8, 9, 14, 15, and 16; and

BE IT FURTHER ORDERED, that the Light Up Your Holidays Festival area shall be Monument Square, Monument Way, Federal Street Extension and adjacent sidewalks; and, on November 23, 2018 adding a closed section of Congress Street from Preble to Elm Streets; and

BE IT FURTHER ORDERED, that the following activities shall be held in the Monument Square, One City Center sidewalk area and Monument Way:

November 23, 2018: Tree Lighting Ceremony in Monument Square and on Congress Street - 5:00 to 6:30 p.m. (rain, snow or shine); and

Horse-drawn Wagon rides Fridays, November 23, 30, and December 7 and 14 (4:00 p.m. to 8:00), Saturdays, November 25 and December 1, 8, and 15 (2:00 p.m. -6:00 p.m.) and Sundays, November 26 and December 2, 9 and 16 (1:00 p.m. -5:00 p.m.), as well as on Thursday, December 6 (5:00 p.m. to 9:00 p.m.); and

BE IT FURTHER ORDERED, that the Federal Street Extension shall be closed to vehicular traffic from 4:30 p.m. to 7:00 p.m. and posted "No Parking" from 2:00-7:00 p.m. on Friday, November 23, 2018, and Congress Street shall be closed to vehicular traffic between Preble and Elm streets from 11:00 a.m. to 9:00 p.m. to allow the construction and use of a stage set up on Congress Street for the Monument Square Tree Lighting; and

BE IT FURTHER ORDERED, on December 6, 2018, the Organizers will host Merry Madness at the Custom House and parking on both Custom House Street and Commercial Street shall be posted no parking; and

BE IT FURTHER ORDERED, that the City Manager is authorized to issue a revocable permit under Section 25-27 of the Portland City Code to Portland Downtown for the use of the above-described area for said events, subject to the following conditions:

- Portland Downtown shall indemnify the City and hold it harmless from and against all claims arising out of activities during said parade and ceremony, and shall take out

and maintain public liability insurance coverage in the amount of at least \$400,000 per occurrence for personal or bodily injury, death or property damage for said purpose. This insurance certificate will also list the City of Portland as an additional insured for the Light Up Your Holidays events; and

- Portland Downtown shall have sole authority over participating vendors at the event and may charge a fee to vendors for the opportunity to vend at Light Up Your Holiday events; and
- Conditions for use of grounds and requirements for food service, vending sales, stages, tents, and other items specified in a permit issued from Public Assembly Facilities Division, shall be adhered to; and
- Major expenses incurred by City Departments for the Tree Lighting Ceremony and closure of Congress Street for that event on Friday, Nov. 23: (Permit Fees for use of grounds, staff assistance – including Police, Public Works for barricades and signage, and Fire Department), shall be in-kind, except that additional staff costs to maintain bus service within the closed section of Congress Street shall be paid for by the Organizer. Department of Permitting and Inspections Business License and Permit fees would also be paid by the organizer, Portland Downtown; and
- Merry Madness event-associated costs from City Departments will be paid by the organizer, Portland Downtown. Some of those costs may include: police services, Public Assembly Facilities Division staff costs, inspection services for Tent Permit, and Department of Permitting and Inspections license fees; and
- Food Vendors participating in the Light Up Your Holidays Festival shall be licensed by the Department of Permitting and Inspections. Under no circumstances may alcoholic beverages be sold on the streets of public property of said area during said events and festival; and

BE IT FURTHER ORDERED, that the City Manager is also authorized to waive any fees and to issue such other temporary licenses and temporary permits, including licenses for food service establishments, and permits for sales of non-food related items, as may be required by the Portland City Code, provided that all applicable requirements of said code have been met regarding the operation of said event.