



**CITY OF MOSES LAKE
STAFF REPORT**

To: John Williams, City Manager
From: Spencer Grigg, Parks & Recreation Director
Date: May 16, 2018
Proceeding Type: New Business
Subject: Spring Festival Contribution Resolution

Legislative History:

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| • First Presentation: | May 22, 2018 |
| • Action: | Motion |
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Staff Report Summary

The Moses Lake Spring Festival has organized a Spring Festival for the City of Moses Lake to occur on May 24-27, 2018. This resolution would support their efforts and documents in-kind services provided to this event.

Background

Since the Moses Lake Spring Festival began back in the early 80's, the City of Moses Lake has encouraged and supported the annual spring event with in-kind support of core services. This family oriented community event continues to grow and has developed into a significant tourism draw for Moses Lake.

Fiscal and Policy Implications

Cost of in-kind support has been budgeted for in the annual budget in anticipation of support.

Options

<i>Option</i>	<i>Results</i>
• <i>Motion</i>	Support the event with in-kind core services
• <i>Take no action.</i>	Spring Festival would have to pay for all support services.

Staff Recommendation

Staff recommends that the Moses Lake City Council adopt the resolution as presented.

Attachments

A.	Resolution regarding the Moses Lake Spring Festival to be held May 24-27, 2018
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel

RESOLUTION NO. 3723

A RESOLUTION REGARDING THE MOSES LAKE SPRING FESTIVAL TO BE HELD MAY 24-27, 2018

RECITALS:

1. The Moses Lake Spring Festival Committee has organized a Spring Festival for the City of Moses Lake to occur on May 24-27, 2018.
2. The City of Moses Lake endorses the Moses Lake Spring Festival concept.

RESOLVED:

1. The Moses Lake Spring Festival shall be allowed to use city property and streets for its Festival related activities; i.e. a carnival so long as it does not obstruct any right-of-way, food fair, craft show, car show, and related activities at McCosh Park, a 5K - 10K run, the use of the amphitheater during the festival, parades that would utilize city streets, a car show on Third Avenue between Gumwood and Beach Streets, Farmer's Market on Third Avenue between Division and Beech Street and a 3 on 3 basketball tournament on Third Avenue between Division and Balsam Streets.
2. The City Council of the City of Moses Lake approves of street barricading for the parade and other Festival related activities as is required by the Moses Lake Spring Festival, including a sidewalk sale sponsored by the Moses Lake Business Association held in conjunction with the Moses Lake Spring Festival, to be set forth in a letter to the City Manager. Discussions with regard to street barricading should be held with the Moses Lake Police Chief or his designee so that it is understood when and where barricading is to take place. Responsibility for obtaining and setting barricades shall remain with the Moses Lake Spring Festival or Moses Lake Business Association unless otherwise agreed upon with the Moses Lake Police Chief or his designee.
3. The City shall provide in-kind support for police and security services, street sweeping, garbage pick-up and solid waste dumping fees. The garbage pick-up, solid waste dumping fees and the expense for street sweeping and police and security services provided by the City is considered an additional in-kind expense of providing City services during the period the Festival takes place.
4. If there are any special requests to supply water, it will be the decision of the Municipal Services Director as to the charges to be assessed.
5. Parking shall be prohibited along parts of the parade route, such parade to take place on May 26th, 2018 for a period of time determined necessary by the Moses Lake Police Chief or his designee and the Moses Lake Spring Festival Committee. The parking prohibition is authorized by Moses Lake Municipal Code 10.12.020 and the prohibition notification shall conform to said Municipal Code provision.
6. The Moses Lake Spring Festival shall provide liability insurance in amounts and with the type of coverage requested by the City Manager with the City of Moses Lake being named as an additional insured.
7. The Moses Lake Spring Festival shall execute an indemnity/hold harmless agreement whereby the Moses Lake Spring Festival shall hold the City of Moses Lake harmless from any claims for damage and indemnify the City of Moses Lake from any liability which may arise as a result of the Moses Lake Spring Festival using any City property, public streets, or public sidewalks for any Festival related activity.

Karen Liebrecht, Mayor

ATTEST:

Debbie Burke, City Clerk