



It's real.

MEMORANDUM

To: Mayor Don Keil & Seguin City Council
Douglas G. Faseler, City Manager

From: Kyle Kramm, Main Street & CVB Director

Subject: Main Street & CVB Fees

Date: July 2, 2018

Street Closure Deposit

Currently, an organization or individual renting Central Park or Walnut Springs Park pays a deposit for the use of the facility. The deposit is withheld if there is damage to the parks, excessive trash, not following the rules listed in the guidelines and similar violations. As more businesses and organizations are hosting events involving only a street closure, the City is not collecting a deposit for their events. To ensure that the City is able to recoup expenditures if one of these events causes damage or violates the guidelines overseeing downtown events, the Seguin Main Street Advisory Board recommended requiring a deposit for the rental of a downtown street. The deposit will be the same amount as the deposit for Central Park or Walnut Springs Park, which is currently \$100 for a one-day event and \$500 for a multi-day event.

Film Permit

At the May 1, 2018 City Council meeting, the Seguin City Council approved a filming permit for the use of City property in film projects. The permit fee is \$25.00 as noted in the film guidelines that Council adopted.

Downtown Event Fees

On several rental items for events, it includes “per day/per event.” To clean up the language and reflect more closely to how the fees are charged, Main Street staff is recommending changing to say “per event” on the following items in Chapter 74 of the fee schedule:

- (g) Walnut Springs Park
- (l) Electric Roll-Offs

MAIN STREET & CVB

(n)(1) Sale of Goods or Services Permit

(o)(1) Amusement Permit

(q) Bleacher Rental

(dd)(1) Street Closure and barricades/cones

By removing the “per day” it clarifies that the costs are per event, whether it be an hour or a weekend.