

MEMORANDUM

To: Mayor and City Council Members
Steve Parker, City Manager

From: Rick Cortes, Deputy City Manager
Samuel Aguirre, City Attorney

Subject: Parking Agreement for Police Department Auxiliary Parking Lot

Date: April 26, 2023

Attached for your review and consideration is a Special Events parking agreement between the City of Seguin and Mr. Alfredo Leos. The City of Seguin has been working with Mr. Leos to ensure outdoor ticketed events held at the "Backyard" have the appropriate permits required to host these types of events. The permit required to host these types of events is the outdoor festival permit. One requirement of the outdoor festival permit is for the applicant to submit a parking plan which illustrates that appropriate parking is available to accommodate the number of tickets sold. One area identified for possible utilization is the Police Department auxiliary parking lot located on the north side of Medlin St. adjacent to Police Headquarters.

Staff has prepared a special events parking lot use agreement for Mr. Leos which will allow concertgoers to park vehicles for free, except for valet parking, in the lot during permitted ticketed events.

The agreement also contains several requirements which include, but are not limited to, the term of the agreement (one year), clause for early termination, limitations to the agreement, an agreement fee of \$250.00 per event, indemnification, and insurance requirements. Staff will be available to answer any questions at the Tuesday, May 2, 2023, meeting of the Seguin City Council.