

## MEMORANDUM

**To:** City of Seguin Mayor and Council

**From:** Jack Jones, Director of Parks & Recreation

**Through:** Rick Cortes, Assistant City Manager

**Subject:** Resolution by the City Council of the City of Seguin, Texas waiving the Special Event Permit Fees for the Veteran's Day Parade and Celebration on behalf of the Disabled American Veterans-Chapter 61; and declaring an effective date.

**Date:** October 18, 2016

On behalf of area Veterans organizations, the Disabled American Veterans-Chapter 61 has submitted a Special Event Permit Application for a Veterans Day Celebration to include a parade and ceremony to be held at Veterans Memorial Park on Friday, November 11, 2016. The parade is scheduled to begin at 10 a.m. near Central Park and proceed westbound on Court Street. The parade will turn south on South Erkel Avenue and west on Jefferson Avenue concluding at Veterans Memorial Park. A ceremony at Veterans Memorial Park will begin at 11 a.m.

The Disabled American Veterans-Chapter 61 has requested that the City waive all Special Event Permit fees associated with the parade and ceremony. As requested, the following fees would need to be waived by City Council:

- Special Event Permit fee of \$50
- Street closure/barricade fee of \$50
- Bleacher rental fee \$125

The total fees waived would be \$225. For the past two years, the City Council has approved waiving the fees associated with the Veteran's Day Parade and Celebration.