

MEMORANDUM

To: City of Seguin Mayor and Council

From: Jack Jones, Director of Parks & Recreation

Through: Rick Cortes, Assistant City Manager

Subject: Proposed street closure request from the Disabled American Veterans-Chapter 61 to close the 100 and 200 Blocks of South River, 100 Block of East Nolte, South Erkel Avenue, and the 700 block of Jefferson Avenue on November 11, 2016, between the hours of 8:30 a.m. and 1:00 p.m. while hosting a Veteran's Day parade and ceremony.

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 (Veteran's Parade route map attached). 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 is responsible for providing a Certificate of General Liability Insurance in the amount of \$1,000,000 naming the City of Seguin as an additional insured. In addition, the sponsoring organization has agreed to follow all other required special event guidelines.

Staff recommends approval of the street closure request from the Disabled American Veterans-Chapter 61 to close the 100 and 200 Blocks of South River, 100 Block of East Nolte, South Erkel Avenue, and the 700 block of Jefferson Avenue on November 11, 2016, between the hours of 8:30 a.m. and 1:00 p.m. while hosting a Veteran's Day parade and ceremony as presented.