

MEMORANDUM

To: City of Seguin Mayor and Council

From: Jack Jones, Director of Parks & Recreation

Through: Rick Cortes, Assistant City Manager

Subject: Resolution authorizing the City Manager to execute a Facilities Use Agreement between the Seguin Area Chamber of Commerce and the City of Seguin for the annual Hot Shot's Reunion and Fish Fry special event held in Max Starcke Park east at the Patricia K. Irvine-King Pavilion; and declaring an effective date.

Date: February 20, 2018

Attached is a resolution authorizing the City Manager to execute a Facilities Use Agreement (attached) between the City of Seguin and the Seguin Area Chamber of Commerce for their annual Hot Shot's Reunion and Fish Fry special event. This event is held annually in the spring at Max Starcke Park east. The previous three-year Facilities Use Agreement between the City and Chamber expired on January 19th of this year.

If the proposed agreement is approved, the Hot Shot's Reunion and Fish Fry will be held on May 18, 2018 at the Patricia K. Irvine-King Pavilion in Max Starcke Park east. Prior to the event, applicable City departments will meet with representatives from the Chamber to discuss such things as the event layout, parking, cleanup, safety, security, traffic, inclement weather, restroom facilities, electrical needs, etc. A certificate of liability insurance, including liquor liability insurance, listing the City of Seguin as an additional insured is required prior to the event.

This fundraising event has been held in Max Starcke Park for the past 7 years and approximately 2,000 fishplates are sold. The proposed agreement and City Council approval is necessary since this is a public event that includes alcohol sales. If inclement weather occurs with wet/soggy conditions around the Patricia K. Irvine-King Pavilion, then there are provisions in the agreement that would allow the event to be relocated to the Seguin Events Complex.

City staff recommends approval of a resolution authorizing the City Manager to execute a Facilities Use Agreement between the Seguin Area Chamber of Commerce and the City of Seguin for the annual Hot Shot's Reunion and Fish Fry special event held in Max Starcke Park east at the Patricia K. Irvine-King Pavilion; and declaring an effective date.