

City of Fredericksburg

REGULAR CITY COUNCIL MEETING AGENDA MONDAY, JULY 20, 2020 ~ 6:00 P.M.

Gary Neffendorf, Mayor
Tom Musselman, Councilmember
Bobby Watson, Councilmember

Charlie Kiehne, Councilmember
Polly Rickert, Councilmember
Kent Myers, City Manager

The City of Fredericksburg City Council will meet in a regular session on Monday, July 20, 2020, at 6:00 p.m. This meeting will be held remotely via Zoom Teleconferencing, and in person attendance will not be available. Members of the public may attend the meeting remotely by web or telephone via Zoom Teleconferencing (see details below). These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members of the public may attend using one of the following:

Computer:

<https://us02web.zoom.us/j/83078623083>

Meeting ID: 830 7862 3083

Password: 786247521

By phone:

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 830 7862 3083

You may also access this meeting through livestream on the City of Fredericksburg's Facebook page.

Audio of this meeting will be recorded and uploaded to the City website following the conclusion of the meeting.

1. CALL TO ORDER

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

3. EMPLOYEE RECOGNITIONS

4. PUBLIC COMMENTS

During the COVID-19 pandemic, the City of Fredericksburg is allowing written or verbal public comments:

Written Comments: to be submitted remotely:

1. Must be received by 3 p.m. on July 20, 2020
2. Complete the Citizen Comment Form online at www.fbgtx.org; or

3. Email your comments to sgoodwin@fbgtx.org; or
 4. Complete a Citizen Comment Form located inside the Public Access entrance at 126 W. Main Street, Fredericksburg, Texas, and place in the box marked Citizen Comment Form.
- Copies of the submitted comments will be provided to the City Council and made public on the City website under the “**July 20, 2020**, City Council Regular Meeting” tab.

Verbal Comments:

1. Must submit your name, address and contact information to sgoodwin@fbgtx.com by 3 p.m. on July 20, 2020.
2. Please log on to the meeting 15 minutes early.
3. Set your name in the ID on the Zoom Meeting
4. Wait for your name to be called.
5. You will be limited to 3 minutes to speak.

5. CONSENT

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS PULLED AT THE REQUEST OF A MEMBER OF CITY COUNCIL.

A. Consider approval of City Council Minutes:

i. June 24, 2020, Emergency Meeting
(Agenda Packet Pages 5-8)

ii. July 6, 2020, Regular Meeting
(Agenda Packet Pages 9-16)

6. PUBLIC HEARING

Anyone seeking to speak on this item may email sgoodwin@fbgtx.org prior to 5:30 p.m. to be registered. A caller must use the “**raise your hand**” feature on Zoom in order to be called upon for the Public Hearing. If a caller is using the Zoom app on a computer, tablet, or mobile phone click on “**Participants**” and click on “**Raise Hand**” button. If a caller is using a landline telephone press *9.

- A. Hold Public Hearing to receive comments for or against #Z 2010 requested by the City of Fredericksburg, to change the Land Use from Low Density Residential, to Commercial, and change the Zoning from R1, Single Family Residential, to C-1.5, Medium Commercial at 525 Friendship Lane.**
(Agenda Packet Pages 17-38)

7. RESOLUTION

- A. Consider approval of Resolution 2020-12R establishing a Temporary Moratorium on holding special events and other gatherings on the City’s Market Square (“Marktplatz”) Park; and providing for an effective date.**
(Agenda Packet Pages 39-42)

8. OTHER ACTION ITEMS AND UPDATES

- A. Consider the approval of #Z 2010 requested by the City of Fredericksburg for 525 Friendship Lane:**
- i. Change in the Land Use from Low Density Residential, to Commercial, and**
 - ii. Change the Zoning from R1, Single Family Residential, to C-1.5, Medium Commercial**
(Agenda Packet Pages 17-38)

- B.** Consider amending the Water and Sewer Agreement with Boot Ranch to swap 37 acres (known as Muncey tract).
(Agenda Packet Page 43-48)
- C.** Consider awarding the construction contract for the HWY 290 East Water Line Project to QRO Mex Construction Co. Inc. in the amount of \$4,356,531.00
(Agenda Packet Pages 49-56)
- D.** Consider, discuss, and take appropriate action regarding upcoming special events:
 - i.** Fair Parade (August 21, 2020)
(Agenda Packet Pages 57-88)
 - ii.** Mesquite Arts Festival (October 9, 10, and 11, 2020)
(Agenda Packet Pages 89-120)
- E.** Consider, discuss, and take appropriate action regarding continued operation of City facilities during the COVID-19 recovery period.
(Agenda Packet Pages 121-122)
- F.** Consider, discuss, and take appropriate action regarding a November 3, 2020 General Election Update.
(Agenda Packet Pages 123-124)

8. CITY MANAGER'S REPORT

- A.** Budget Update
- B.** August Public Meetings
- C.** COVID-19 Task Force

9. ITEMS FOR FUTURE AGENDA

(Agenda Packet Pages 125-126)

10. COUNCIL COMMENTS

Reports about items of community interest, which no action will be taken.

11. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Section 551.072 (Deliberations about Real Property):

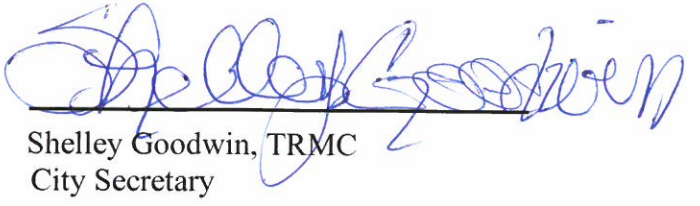
- A.** Consider and discuss the purchase, exchange, lease, or value of real property, located in the vicinity of US 290 E at the Pedernales River crossing, approximately two miles to the east of the City of Fredericksburg (Sec. 551.072).

12. BUSINESS ITEM

The City Council will reconvene into Regular Session upon the conclusion of the Executive Session; the City Council may take action on any item posted in Executive Session, as necessary.

13. ADJOURN

This is to certify that I, Shelley Goodwin, posted this Agenda at 2:20 p.m. on July 15, 2020, at the entrance and on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.



Shelley Goodwin, TRMC
City Secretary



CITY OF FREDERICKSBURG

MINUTES OF CITY COUNCIL EMERGENCY MEETING JUNE 24, 2020

Members Present:

Mayor Gary Neffendorf
Mayor Pro Tem Bobby Watson
Councilmember Charlie Kiehne
Councilmember Tom Musselman
Councilmember Polly Rickert

Members Absent:

None

City Staff Present:

Kent Myers, City Manager
Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities
Daniel Jones, City Attorney
Lynn Bizzell, Fire Chief
Steve Wetz, Police Chief
Brian Jordan, Development Services Director
Lea Feuge, Public Information Officer
Russell Immel, Information Technology Director
Andrea Schmidt, Parks Department Director
Tammie Loth, Human Resource Director
Kelli Olfers, Gillespie County Health Director
Laura Hollenbeck, Finance Director
Kris Kneese, Assistant Director of Public Works and Utilities
Garrett Bonn, Assistant Engineer
Jennifer Krupa, Special Events Coordinator
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Neffendorf called the emergency meeting of the Fredericksburg City Council to order at 6:00 p.m. on Wednesday, June 24, 2020, held remotely via Zoom Teleconferencing. This Emergency Meeting is for immediate City Council action required due to the rapidly increasing COVID-19 case counts, and data showing an increase in COVID-19 transmission stemming from large gatherings. On roll call vote:

Mayor Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Musselman	aye
Councilmember Rickert	aye
Councilmember Watson	aye

Mayor Neffendorf announced a quorum of the City Council is present.

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

Lynn Bizzell, Fire Chief, reported as of 6-23-2020:

World 8,993,659 Positive Cases			United States 2,302,288 Positive Cases			
Texas Positive Cases	Texas Total Deaths	Texas Active Cases	Texas Recovered Cases	Texas Test Performed	Texas Counties	Texas Hospitalized
120,370	2,220	47,436	70,714	1,805,642	242 out of 254	4,092
Texas Highest cases Days	6-10-2020 2,504	6-16-2020 4,098	6-20-2020 4,430			
Texas Highest fatalities days	5-14-2020 58	5-15-2020 56	6-16-2020 46	6-23-2020 28		
Region 8 Total Cases	Region 8 Deaths	Region 8 Active Cases	Region 8 Counties	Region 8 Pending investigation cases	Region 8 Probable cases	Region 8 New cases Since last report
9,987	135	5,504	27 out of 28	435	196	565

He also stated Gillespie County is reporting 31 cases with some of these pending investigations. Yesterday one hundred eighty-two people got tested, and the results should be available within a week. He encouraged everyone to follow the CDC Guidelines, social distancing to eliminate community spread, good hygiene, and wear a mask when you cannot keep 6 feet apart.

3. PUBLIC COMMENTS

Mayor Neffendorf reviewed the different ways the public could provide comments. He stated the City received three citizen comments. He noted City Staff will make contact with the three citizens who provided comments

Shelley Goodwin, City Secretary, read the three names of the residents who emailed written comments (Michaela, Craig Lindig, and Chasity Neutze).

4. FUTURE SPECIAL EVENTS

A. Consider, discuss, and take appropriate action on Special Event Permits issued by the City for the following scheduled events:

Jennifer Krupa, Special Events Coordinator, reported the number of positive COVID-19 cases have increased, so she has contacted several groups regarding their upcoming special events. She stated the current Governor's Order reduces the maximum mass gatherings, and some events will struggle to follow the CDC Guidelines due to their event attendance. She also

reviewed the Mayor's role regarding events within the City that will have more than 100 people. She discussed a moratorium and a written plan for all events held on City property.

Kent Myers, City Manager, reviewed the reasons for approving a 30-day moratorium due to the increases of COVID-19.

The City Council discussed a 30-day moratorium, special event permits, and the increase of COVID-19 cases. They also discussed allowing the event coordinators time to create a plan and be considered at the July 20, 2020, City Council Regular Meeting.

Daniel Jones, City Attorney, reviewed the City Code of Ordinances related to the City Managers' role regarding Special Events. He also reviewed the Mayor's role being able to create additional restrictions, provided in the recent Governor's Order.

Mayor Neffendorf expressed his concerns regarding holding special events on Market Square and keeping participants safe during the virus increase.

Councilmember Musselman provided the square footage of Market Square, and the estimated maximum number of people allowed in order to maintain social distancing.

i. Knights of Columbus Bestfest

Jennifer Krupa, Special Events Coordinator, reviewed the event and stated the event coordinators are willing to work with the City to provide a successful event. She also discussed the steps the organization is willing to do to follow the CDC Guidelines.

The City Council discussed the event and requested a plan to come back to them for consideration.

ii. Farmer's Market

Jennifer Krupa, Special Events Coordinator, reported the current process used at Farmer's Market. She also noted that the market coordinator is willing to change the market back to grab & go and eliminate the music, food, and wine.

The City Council agreed by consensus to allow the Farmer's Market to proceed as usual this week but beginning July 2 to use the grab & go format for holding the market.

iii. July 4th Fireworks

Kent Myers, City Manager, stated the City Council previously voted to approve holding the Fireworks with using a drive-in style format. Still, with the recent increase in positive cases, several surrounding cities have now cancelled. He also noted that the City Council previously discussed postponing the Fireworks to Labor Day.

Jennifer Krupa, Special Events Coordinator, reported Luckenbach canceled their July 4 events, and Alstadt Brewing's Fireworks are still moving forward. She noted the cost related to cancelling or postponing the City Fireworks.

The City Council discussed the effects that cancelling or postponing the Fireworks will have on the City. They also discussed the traffic impact on Hwy 16 and 290 and the stay in your car format for viewing the Fireworks.

Motion: A motion was made by Councilmember Musselman to reconsider the motion approving the Fireworks, to not hold them this year due to COVID-19. The motion failed due to lack of a second.

iv. Hill Country Swap Meet

Jennifer Krupa, Special Events Coordinator, reviewed the plan that Swap Meet coordinators have submitted for their event, scheduled for July 24 – July 26, 2020.

The City Council discussed the plan that was submitted.

The City Council agreed by consensus to allow this event to move forward using the plan they submitted and the CDC Guidelines.

v. Cross Trails Fall Festival

Jennifer Krupa, Special Events Coordinator, reviewed the event and stated this event occurs in September.

The City Council discussed the event and requested a plan to come back to them for consideration.

vi. Kraut Run

Jennifer Krupa, Special Events Coordinator, reviewed the event and explained that the final event is a celebration at Town Pool.

The City Council discussed the event and requested a plan to come back to them for consideration.

5. ADJOURN

Motion: A motion was made by Councilmember Kiehne, seconded by Councilmember Watson, to adjourn the Wednesday, June 24, 2020, City Council Regular Meeting at 7:21 p.m.

On roll call vote:

Councilmember Musselman	aye
Mayor Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Rickert	aye
Councilmember Watson	aye

The motion carried unanimously.

Gary Neffendorf
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



CITY OF FREDERICKSBURG

MINUTES OF CITY COUNCIL REGULAR MEETING

JULY 6, 2020

The City of Fredericksburg City Council met in a regular session on Monday, July 6, 2020, at 6:00 p.m. This meeting was held remotely via Zoom Teleconferencing, and in-person attendance was not available. Members of the public attended the meeting remotely by web or telephone via Zoom Teleconferencing. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members Present on the Teleconferencing:

Mayor Gary Neffendorf
Councilmember Charlie Kiehne
Councilmember Tom Musselman
Councilmember Polly Rickert
Councilmember Bobby Watson

Members Absent:

None

City Staff Present:

Kent Myers, City Manager
Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities
Daniel Jones, City Attorney
Lynn Bizzell, Fire Chief
Steve Wetz, Police Chief
Brian Jordan, Development Services Director
Russell Immel, Information Technology Director
Andrea Schmidt, Parks Department Director
Lea Feuge, Public Information Officer
Kelli Olfers, Gillespie County Health Department Director
Laura Hollenbeck, Finance Director
Kris Kneese, Assistant Director of Public Works and Utilities
Garrett Bonn, Assistant Engineer
Jennifer Krupa, Special Events Coordinator
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Neffendorf called the regular meeting of the Fredericksburg City Council to order at 6:00 p.m. on Monday, July 6, 2020, via Zoom Teleconference. Mayor Neffendorf announced a quorum of the City Council present.

2. UPDATE ON CORONAVIRUS (COVID-19) PANDEMIC

Lynn Bizzell, Fire Chief, reported as of 7-6-2020:

World 11,327,790 Positive Cases			United States 2,886,267 Positive Cases			
Texas Positive Cases	Texas Total Deaths	Texas Active Cases	Texas Recovered Cases	Texas Test Preformed	Texas Counties	Texas Hospitalized
200,557	2,655	94,120	10,782	2,431,861	247 out of 254	8,698
Region 8 Total Cases	Region 8 Deaths	Region 8 Active Cases	Region 8 Counties	Region 8 Pending investigation cases	Region 8 Probable cases	Region 8 New cases Since last report
20,990	177	12,245	28 out of 28	1,179	404	690 (24 hours)

He reviewed the importance of watching the hospitalizations and the effects large increase in patients could have on Hill Country Memorial Hospital. He also reviewed the counts of surrounding counties:

- Gillespie County 51
- Mason County 34
- Llano County 11
- Blanco County 31
- Kerr County 126
- Kendall County 103

He reminded everyone of the symptoms of the virus and to continue:

- Social distancing
- Wearing masks
- Good hygiene
- Stay home when sick
- Wipe down offices and home
- Use hand sanitizers

3. EMPLOYEE RECOGNITIONS

Kent Myers, City Manager, stated he received the following:

- An email expressing Police Officer Victor Martinez's professionalism and politeness during a traffic stop.
- An email expressing Police Officer Brandyn Griffin's professionalism and courtesy during a traffic stop.
- An email expressing gratefulness for EMS who worked with Willow Creek Fire Department to assist on a call at Enchanted Rock and go above and beyond the call of duty.
- Customer Service Card expressing the efficiency and courtesy that Blake Adams, Landfill Chipping Crew, showed while performing his duties.

- Letter expressing the appreciation for Doris Segner, Utility Clerk, David Feller, Vegetation Management Supervisor, Brandon Vollmar, and Floyd McLaughlin of Vegetation Management for correcting a tree problem.

4. PUBLIC COMMENTS

Mayor Neffendorf reviewed the different ways the public could provide comments. He stated the City received one citizen sign up for verbal comments, two written citizen comments, and the staff will get back with the citizen who provided comments.

Carlo Rivera spoke regarding a safety concern on East Travis Street. He noted that he also provided his comments in an email and encouraged the City Council to correct the safety issues on this roadway.

5. CONSENT

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS PULLED AT THE REQUEST OF A MEMBER OF CITY COUNCIL.

A. Consider approval of City Council Minutes:

i. June 15, 2020, Regular Meeting

Motion: A motion was made by Councilmember Musselman, seconded by Councilmember Rickert, to approve the correction of the City Council Minutes for June 15, 2020, Regular Meeting, and waiving the usual Marktplatz rental fees for the Chamber of Commerce who will be hosting a job fair to help our community get back to work. On roll call vote:

Councilmember Musselman	aye
Mayor Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Rickert	aye
Councilmember Watson	aye

The motion carried unanimously.

6. PUBLIC HEARING

A. Hold Public Hearing to receive Citizen's Input on the FY2021 Budget.

Motion: A motion was made by Councilmember Musselman, seconded by Councilmember Kiehne, to go into the Public Hearing at 6:29 p.m. The City Council voted five (5) for, and none (0) opposed. The motion carried unanimously.

Mayor Neffendorf asked if anyone wished to speak. No one did.

Motion: A motion was made by Councilmember Kiehne, seconded by Councilmember Musselman, to go out of the Public Hearing and back into the regular session at 6:30 p.m. The City Council voted five (5) for, and none (0) opposed. The motion carried unanimously.

7. OTHER ACTION ITEMS AND UPDATES

A. Consider, discuss, and take appropriate action regarding the Post Oak/Cherry Street Extension Annexation and Zoning Schedule.

Brian Jordan, Development Services Directory, provided an update on the proposed annexation. He noted at the retreat in January 2018; the City Council prioritized the community's areas for annexation. After the U.S. Highway 290 East corridor and the W. Live Oak Street area, the Post

Oak Road/Cherry Street extension was determined as the next highest priority. Also, the City Council identified the extension of Cherry Street and improvements to Post Oak Road as one of four roadway priority projects in the Transportation Master Plan and associated Traffic Impact Study. He also discussed Resolution 2019-06R and the proposed schedule. He also noted a meeting with property owners would occur prior to the start of the process.

The City Council discussed the Post Oak/Cherry Street Extension Annexation and Zoning. They also discussed the proposed Section 4.01(b) of 11B. No. 347 (2019) and Resolution 2019-06R. They also discussed the area landowner notification process and the proposed schedule.

Motion: A motion was made by Councilmember Rickert, seconded by Mayor Neffendorf, to delay the proposed Post Oak/Cherry Street Extension Annexation and Zoning Schedule for 90 days. On roll call vote:

Councilmember Musselman	nay
Mayor Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Rickert	aye
Councilmember Watson	aye

The motion carried (4 to 1).

B. Consider, discuss, and take appropriate action regarding a presentation on the 5-year Capital Improvement Plan (CIP) for the City of Fredericksburg.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, provided the history of the Capital Improvement Plan (CIP). He stated the process was established to provide a routine procedure for identifying, evaluating, and advocating the City of Fredericksburg's current and future capital needs. The capital planning process not only provides an orderly and routine method of proposing the planning of capital improvements, but the process also makes capital expenditures more responsive to community needs by informing the public. The CIP does not appropriate funds but supports the budget process and the appropriations made through the Budget's adoption. A successful CIP provides considerable advance notification, planning, evaluation, scope definition, design, public discussion, cost estimation, and financial planning. He also reviewed the objectives utilized to develop a CIP. The CIP ensures coordination between City departments and the City Council in the planning and implementing capital projects. The CIP identifies and determines future infrastructure needs and establishes priorities among projects, so the available resources are used to the greatest extent possible. He then provided a PowerPoint presentation, and each Department reviewed their 5-year plan and cost.

Kent Myers, City Manager, stated the proposed City Hall was not part of the original packet. He reviewed the history of the proposed City Hall, property purchased on Friendship Lane, and the estimated cost. He also reviewed how the Security State Bank drive-through was converted into offices. He had this project was put on hold to work on the Sports Park. He also stated if the City Council is interested in considering this project, then a committee will need to look at staffing needs and square footage requirements.

The City Council discussed the 5-year CIP and the estimated cost. They also discussed the space need for employees in the future.

C. Consider, discuss, and take appropriate action regarding continued operation of City facilities during the COVID-19 recovery period.

Kent Myers, City Manager, stated there had been discussion about closures of certain City facilities. He noted the closures might be necessary due to the increase in the number of positive COVID-19 cases, including two positive employees. He reviewed the high-risk areas (Skate Park, Basketball Park, and Market Square). He also discussed the measures being taken at swimming pools and the golf course. He also stated that staff is recommending continuing to monitor the trends in the number of positive local cases, hospitalizations, and other information before they consider closing any City parks.

The City Council discussed the increasing positive cases and the high-risk park areas in town.

8. CITY MANAGER'S REPORT

A. Budget Update

Kent Myers, City Manager, stated all the meetings with departments have been conducted, and everyone presented a tight budget. He also stated the Finance Department will present the City Council with the proposed Budget on July 20, 2020, and provide you with a list of items City staff wants to add. He also reviewed the upcoming Workshops:

- General Fund on Wednesday, July 22, 2020, at 4 p.m.
- Enterprise Fund on Wednesday, July 28, 2020, at 4 p.m.
- City/County Joint Budget Meeting on Monday, August 3, 2020, at 8:30 a.m.

B. Governor's COVID-19 Orders

C. Mask Order

Kent Myers, City Manager, stated 8. B and C. will be reported together. He noted Friday; Governor Abbott issued a Order regarding wearing face-coverings. The staff has reviewed the Order and is working with businesses. He also noted that the Order reduced gatherings, so there will be several special event items on the July 20, 2020, agenda for consideration.

D. COVID-19 Task Force

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, reported the COVID-19 Recovery Task Force discussed the recent executive Order and provided stakeholder reports.

E. 4th of July Events

Kent Myers, City Manager, stated the Gillespie County Fair Association Races were conducted and seemed to go well, but attendance was down. The Firework Show went well, as well as a citizen organized parade.

9. ITEMS FOR FUTURE AGENDA

Kent Myers, City Manager, reviewed the Future Agenda Items.

10. COUNCIL COMMENTS

Mayor Neffendorf stated that according to Governor's Abbott's Order regarding outdoor events of 10 people or more, the purview belongs to the Mayor and County Judge. He noted the events that remain under the Governor's purview.

11. EXECUTIVE SESSION

The City Council will recess its open meeting and reconvene in Executive Session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.087 (Deliberation Regarding Economic Development Negotiations), and Section 551.072 (Deliberations about Real Property):

A. Consider and discuss E. 290 Owners Coalition vs. City of Fredericksburg, Texas, pending in the 216th District Court (Section 551.071); and

B. Consider and discuss possible waiver of attorney client privilege, for certain confidential legal communications between the City Council and attorneys rendering legal services to the City Council; and to receive legal advice concerning same (Section 551.071); and

C. Consider and discuss economic development agreement related to the construction and operation of a Hotel and Conference Center in the City; and to receive legal advice concerning said economic development agreement (Section 551.087 and Section 551.071); and

D. Consider and discuss the purchase, exchange, lease, or value of real property, located in the vicinity of US 290 E at the Pedernales River crossing, approximately two miles to the east of the City of Fredericksburg (Sec. 551.072).

Motion: A motion was made by Councilmember Watson, seconded by Councilmember Kiehne, to go out of Regular Session into Executive Session at 8:28 p.m. The City Council voted five (5) for, and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Councilmember Musselman, seconded by Councilmember Kiehne, to go out of Executive Session into Regular Session at 9:30 p.m. The City Council voted four (4) for, and none (0) opposed. (Councilmember Watson was not present at this time). The motion carried (4-1).

13. BUSINESS ITEM

12.C. Motion: A motion was made by Councilmember Watson, seconded by Councilmember Musselman, to terminate the economic development agreement related to the construction and operation of a Hotel and Conference Center in the City. On roll call vote:

Councilmember Musselman	aye
Mayor Neffendorf	aye
Councilmember Kiehne	aye
Councilmember Rickert	aye
Councilmember Watson	aye

The motion carried unanimously.

14. ADJOURN

Motion: A motion was made by Councilmember Kiehne, seconded by Councilmember Watson, to adjourn the Monday, July 7, 2020, City Council Regular Meeting at 9:33 p.m. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

Gary Neffendorf
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary



CITY COUNCIL MEMO

DATE: July 20, 2020

TO: Mayor and City Council

FROM: Brian Jordan, AICP

SUBJECT: Public Hearing to consider the following:

- 1) Change in the Land Use Plan from Low Density Residential to Commercial;
- 2) Change in zoning from R-1, Single Family Residential to C-1.5 Medium Commercial, and

Summary:

The subject property consists of approximately 10 acres of land located at 525 Friendship Lane. The property is undeveloped and the home previously located on the property was removed recently. Surrounding land uses include vacant undeveloped property on all sides. Surrounding property is zoned R-1A to the south and east, PF Public Facilities to the north, and C-1.5 to the west. The Land Use Plan identifies the subject property as Low Density Residential, property to the south as Low Density Residential, property to the north as Public/Semi-Public and property to the west as Commercial. Property to the west was changed to C-1.5 Medium Commercial and a Conditional Use Permit was approved for an Indoor Sports and Recreation Facility in February of 2020.

Following the rezoning of the adjoining property to the west to accommodate C-1.5, Medium Commercial and a CUP for an Indoor Sports and Recreation Facility and Limited Restaurant use, it was recommended by staff and the Commission that the same zoning be considered for the subject property.

Recommendation:

The City of Fredericksburg

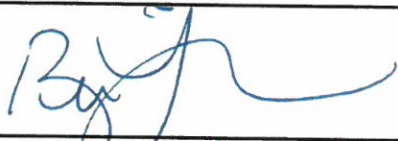
The Planning and Zoning Commission voted unanimously to recommend approval of the proposed change. Staff concurs with this recommendation. As stated previously, it was recommended that the City initiate the consideration of the zoning on the subject property. Staff has contacted the owner and they support the proposal. There have been 2 letters received in opposition from property owners within 200' of the subject property, and another 11 letters in opposition from other nearby properties.

Background / Analysis:

This property happens to fall in the transition area along Friendship Lane between commercial uses to the west and residentially zoned area to the east. This land use change would extend the commercially designated property to the east along Friendship Lane. In addition, this change would represent a reduction in the low-density designation along Friendship Lane. A change in the subject property would extend the commercial zoning one additional tract. The subject property is zoned R-1, Single-Family Residential, and is the only remaining tract zoned as such along the south side of Friendship Lane. Since there is commercial zoning and land use adjacent to the property to the west, it would be our opinion that this change would not represent "spot" zoning. So, the decision to be made in this case is whether or not it would be appropriate to extend the commercial zoning along Friendship Lane or restrict it to the current location.

Attachments:

Maps of Area, Staff Brief, Property owner list, Ordinances, letters



Department Approval



City Manager Approval



City Attorney Approval

The City of Fredericksburg

LAND USE AND ZONING BRIEF

Request Z-2010

<u>APPLICANT:</u>	City of Fredericksburg
<u>LOCATION:</u>	525 Friendship Lane
<u>EXISTING ZONING:</u>	R-1, Single Family Residential
<u>EXISTING LAND USE:</u>	Undeveloped
<u>PROPOSED REQUEST:</u>	1) Change in the Land Use Plan from Low Density Residential to Commercial; 2) Change in zoning from R-1, Single Family Residential to C-1.5 Medium Commercial, and

FINDINGS:

- The subject property consists of approximately 10 acres of land located on the south side of Friendship Lane.
- The property is undeveloped and the home previously located on the property was removed recently.
- Surrounding land uses include vacant undeveloped property on all sides.
- Surrounding property is zoned R-1A to the south and east, PF Public Facilities to the north, and C-1.5 to the west.
- The Land Use Plan identifies the subject property as Low Density Residential, property to the south as Low Density Residential, property to the north as Public/Semi-Public and property to the west as Commercial.
- Property to the west was changed to C-1.5 Medium Commercial and a Conditional Use Permit for an Indoor Sports and Recreation facility in February of 2020.

LAND USE PLAN: The Land Use Plan identifies the subject property to be Low Density Residential. As defined in the Comprehensive Plan, this definition is representative of traditional, single-family detached dwelling units. Low Density Residential accounts for the largest percentage of residential development in Fredericksburg today and will continue to do so with the development shown on the "Future Land Use Map". The areas designated for Low Density Residential land use are generally not adjacent to major thoroughfares or incompatible land uses and are in proximity to existing single-family residential land use. Within these areas, the City should encourage a range of lot sizes and housing types in order to promote increased housing diversity and affordability.

When the zoning and land use on the adjoining property to the west was changed to commercial, the Planning and Zoning Commission recommended that the subject property be considered for

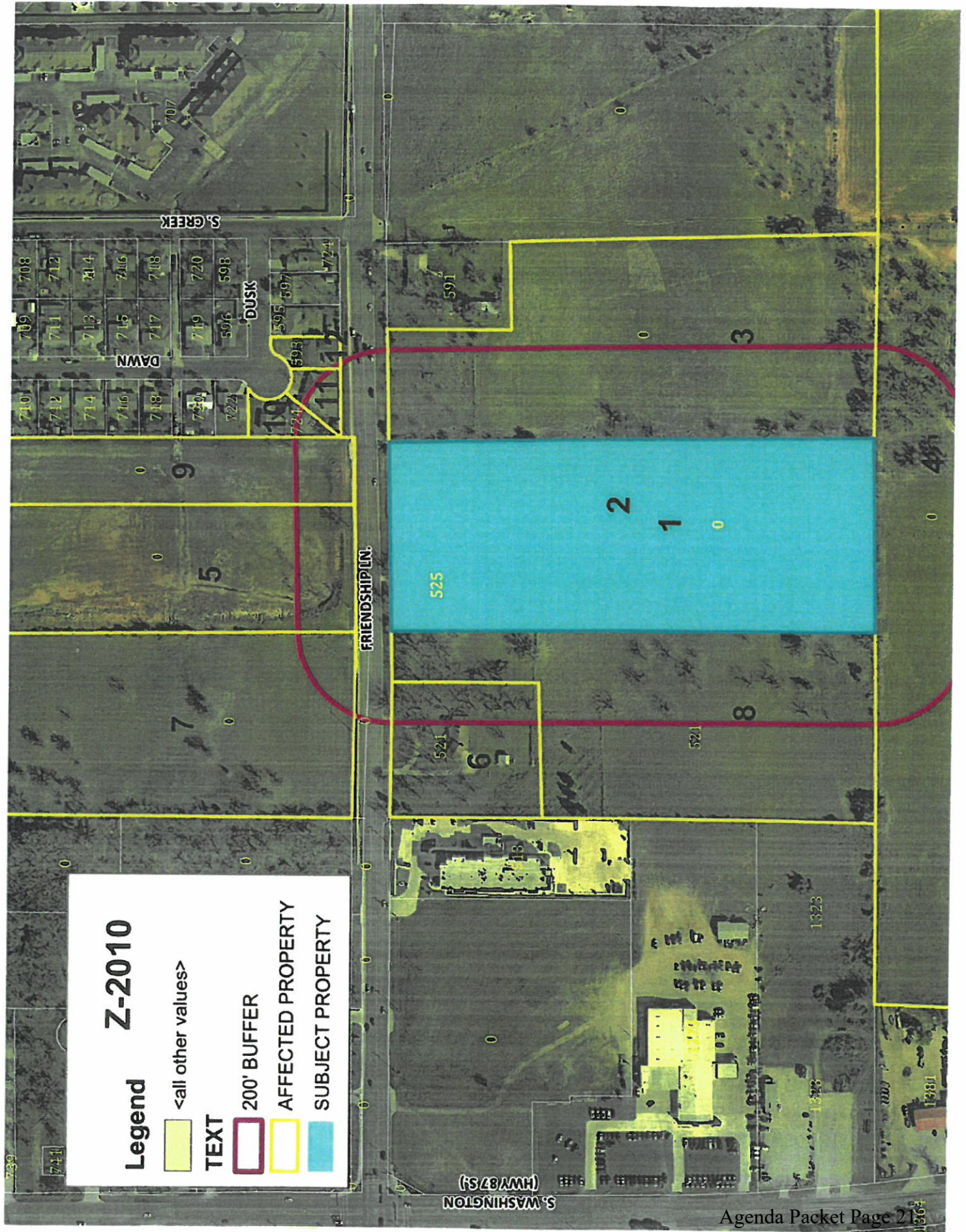
commercial as well. This property happens to fall in the transition area along Friendship Lane between commercial uses to the west and residentially zoned area to the east. This land use change would extend the commercially designated property to the east along Friendship Lane. In addition, this change would represent a reduction in the low-density designation along Friendship Lane. A change in the subject property would extend the commercial zoning one additional tract.

ZONING: The subject property is zoned R-1, Single-Family Residential, and is the only remaining tract zoned as such along the south side of Friendship Lane. Following the rezoning of the adjoining property to the west to accommodate C-1.5, Medium Commercial and a CUP for an Indoor Sports and Recreation Facility and Limited Restaurant use, it was recommended that the same zoning be considered for the subject property. Since there is commercial zoning and land use adjacent to the property to the west, it would be our opinion that this change would not represent “spot” zoning. So, the decision to be made in this case is whether or not it would be appropriate to extend the commercial zoning along Friendship Lane or restrict it to the current location.

OPPOSITION/SUPPORT OF REQUEST: We received opposition letters from 2 of the property owners within 200', and approximately 11 letters/phone calls from other property owners within the vicinity stating their opposition to the request.

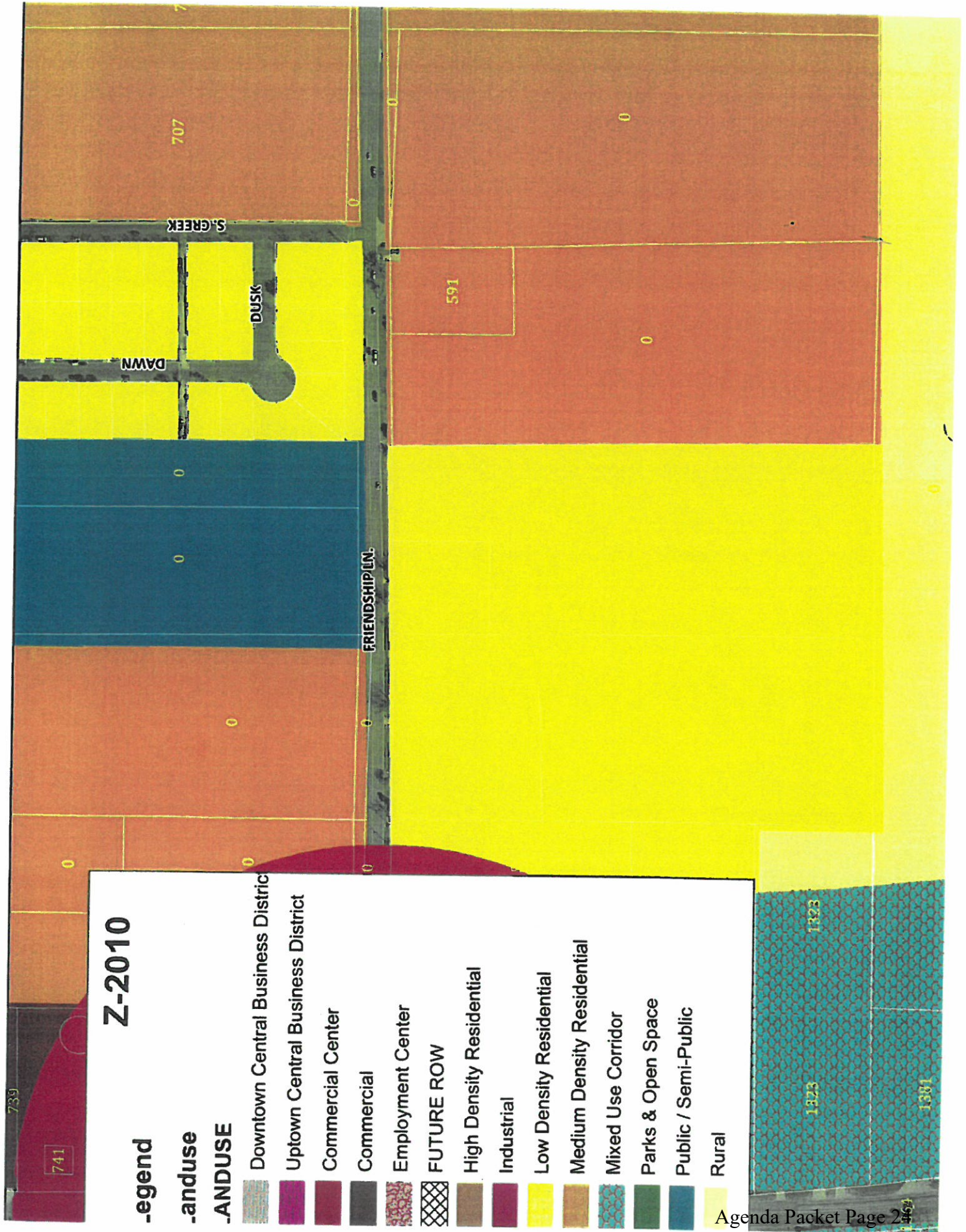
PLANNING AND ZONING COMMISSION RECOMMENDATION: The Commission voted unanimously to recommend approval of this Land Use Plan and Zoning change.

STAFF RECOMMENDATION: In reviewing the current Land Use Plan and Zoning for the subject property, it is the only remaining property that is designated low density residential land use and R-1 zoning fronting on the south side of Friendship Lane. When the adjoining property to the west was recently rezoned to C-1.5 Medium Commercial, it was recommended by staff and the Commission to consider a change on the subject property as well. We have talked often about the future of the Friendship Lane Corridor and whether or not we should consider alternatives to the mostly mixed residential zoning. And, we have now adopted a C-1.5 Medium Commercial and MU-2, Mixed Use - Infill Zoning Districts as possible options for consideration. In reviewing the intent of both of these districts, one could certainly argue that this particular property would fall within either of these categories. Staff Recommends approval of the Land Use Plan change from Low Density Residential to Commercial and the zoning from R-1 Single Family Residential to C-1.5 Medium Commercial.



Letter	Owner	Address
1	SUBJECT PROPERTY	
2	200' BUFFER	
3	DALE CRENWELGE	P.O. BOX 717 COMFORT, TX
4	DALE CRENWELGE	P.O. BOX 717 COMFORT, TX
5	CITY OF FREDERICKSBURG	126 W. MAIN FREDERICKSBURG, TX 78624
6	5A PROPERTIES LLC	510 POST OAK RD FREDERICKSBURG, TX 78624
7	CITY OF FREDERICKSBURG	126 W. MAIN FREDERICKSBURG, TX 78624
8	5A PROPERTIES LLC	510 POST OAK RD FREDERICKSBURG, TX 78624
9	CITY OF FREDERICKSBURG	
10	MELISSA KOTHMANN	724 DAWN LN FREDERICKSBURG, TX 78624
11	MICHAEL PETTY	591 DUSK LN FREDERICKSBURG, TX 78624
12	BENJAMIN SAUREZ	593 DUSK LN FREDERICKSBURG, TX 78624
Z-2010 - 525 FRIENDSHIP LN.		





within 200'

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Melissa Kothmann
Signed

7/16/2020
Date

MELISSA KOTHMANN
Printed Name

724 DAWN LANE
Address

within 200'

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Michael Petty

Signed

7-7-20

Date

MICHAEL PETTY

Printed Name

591 DUSK LN

Address

FBG,

Brian Jordan

From: Tom Musselman [REDACTED]
Sent: Tuesday, July 07, 2020 4:53 PM
To: Shelby Collier
Subject: 525 Friendship Lane Zoning Change Protest

To the City of Fredericksburg Planning and Zoning Commission

My name is Tom Musselman. My wife, Kelly and I reside at 904 Friendship Lane.

I do not support the change in zoning at 525 Friendship Lane from a residential use to a commercial use, C 1.5.

I feel that a change in zoning on this property from residential to commercial will constitute further "Commercial Creep" on Friendship Lane. I understand that the property to the west, the Fairfield Inn hotel, is zoned C-2 commercial, as is the Car Wash across the street. The Penjay, Heinen, Schandua property adjacent to the City-owned Heinemann property is zoned C-1 Neighborhood commercial. **However**, all of the remaining property on both sides of Friendship east to Eagle Street, is zoned some type of residential, either R1, R1a, or R2, or R-3 - **all residential**. The C-1 property at the corner of Friendship Lane and Eagle St. will be part of a new MacDonald Companies R-2 residential apartment development.

Additional residential properties on Friendship Lane include the Kusenberger South Creek subdivision, the McDonald Corporation's Friendship Place Apartments and Terraces on Creek Street Apartments, as well as their townhome development on Sunrise; the R-1 homes in the NBC Subdivision on South Creek, Bluebonnet, and Columbus Streets; the R-3 Brentwood Oaks Apartments and Vineyard Crossing Apartments, as well as the Danz Addition on Winding Oak, and the new Frieden housing development. Besides the plans for another McDonald Companies apartment development on the northern corner of Friendship and Eagle St. and a new Vineyard Crossing Apartment complex is currently under construction near the corner of Eagle and Highway streets.

Clearly, with the exception of the commercial corner at Friendship and US 87 S, the land on both sides of Friendship Lane is, and has always been generally zoned for residential use. Changing the zoning to allow further commercial development risks the domino effect of adjoining properties currently slated for housing, to also be rezoned commercial. This should not be allowed to happen.

Projects and the people behind them can always change, as land sells and changes hands. Zoning, however, remains attached to the property and something entirely different may be constructed. C 1.5 designation allows for multiple kinds of development.

Again, we oppose the re-zoning of the property at 525 Friendship Lane from residential to commercial.

Thank you very much.

Tom and Kelly Musselman

Brian Jordan

From: Beatrice Price <[REDACTED]>
Sent: Monday, July 06, 2020 1:41 PM
To: Brian Jordan
Subject: Land on Friendship lane

I would like to protest the proposal to make the land on Friendship lane commercial. It is very near my backyard. I would appreciate any thing you could do to prevent this from occurring. Thank you. My name is Beatrice Price, address is 597 Dusk lane

Sent from my iPhone

REQUEST NO. Z-2010

As an interested property owner, I (Protest)(Approve) the requested zoning amendment represented by the above file number because:

Beverly Chapman
Signed

7-7-20
Date

Beverly Chapman
Printed Name

5916 Dusk Ln,
Address

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Beatrice G. Price
Signed

7-7-2020
Date

Beatrice V. Price
Printed Name

597 Dusk Ln.
Address
Fbg, Texas 78624

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Marie Schneider

Signed

7-7-20

Date

Marie Schneider

Printed Name

595 Dusk Ln

Address

Fols, TX

REQUEST NO. Z-2010

As an interested property owner, I ☒ (Protest) ☐ (Approve) the requested zoning amendment represented by the above file number because:

Signed

Printed Name

Date

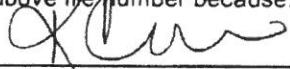
Address

Peggy Destreich
Peggy Destreich

7.7.2020
717 Dawn Ln.

REQUEST NO. Z-2010

As an interested property owner, I (Protest)(Approve) the requested zoning amendment represented by the above file number because:



Signed
Kim Chandler

Printed Name

7-7-20

Date
719 Dawn Lane

Address
Fredericksburg TX
78624

REQUEST NO. Z-2010

As an interested property owner, I (Protest)(Approve) the requested zoning amendment represented by the above file number because:

Ernie E. Albiter
Signed

7-7-20
Date

Ernie E. Albiter
Printed Name

714 Dahn Ln
Address

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Signed Nancy Carron

Date July 7, 20

Printed Name Nancy Carron

Address 712 Ocean Ln. FB 670
786 24

REQUEST NO. Z-2010

As an interested property owner, (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Jerónimo Galindo
Signed

7-7-20
Date

Jerónimo Galindo
Printed Name

709 Dawn Lane
Address

REQUEST NO. Z-2010

As an interested property owner, I (Protest) (Approve) the requested zoning amendment represented by the above file number because:

Signed

Printed Name

Date

Address

Lucinda Zesch
Lucinda Zesch
7-7-20
704 Dawn Ln, Fbg



CITY COUNCIL MEMO

DATE: July 14, 2020

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Moratorium on Special Events at Marktplatz

Summary:

Due to increasing concerns about COVID-19, the Mayor has requested that the City Council consider a moratorium on special events held at Marktplatz for the next three months.

Recommendation:

It is recommended that the City Council consider the attached resolution that would establish a moratorium on special events at Marktplatz for the next three months.

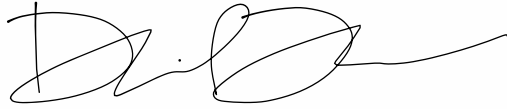
Background / Analysis:

Attachments:

Resolution Approving Moratorium


Department Approval


City Manager Approval

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

City Attorney Approval

RESOLUTION 2020-12R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, ESTABLISHING A TEMPORARY MORATORIUM ON HOLDING SPECIAL EVENTS AND OTHER GATHERINGS ON THE CITY'S MARKET SQUARE ("MARKTPLATZ") PARK; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Governor has issued executive orders limiting large gatherings of people, in an effort to combat the spread of COVID-19 throughout the state and to prevent the depletion of hospital capacity; and

WHEREAS, scientific evidence indicates that COVID-19 is a highly communicable disease that has affected people to varying degrees, and has the potential to affect a significant portion of the local population based on the current rate of community transmission, placing increased persons at risk for serious health complications, resulting in hospitalization and possibly death; and

WHEREAS, the City Council finds that the establishment of a temporary moratorium on holding special events and other gatherings on the City's Marktplatz park is necessary to assist the City Council in carrying out its duties to preserve the local economy, and to protect the citizens of, and visitors to, the City of Fredericksburg.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS:

Section 1. The City Council hereby establishes a temporary moratorium on holding the following events on the City's Marktplatz park, said moratorium to begin on August 1, 2020, and end on November 1, 2020:

- a. all Special Events, as defined in Chapter 36 of the City's Code of Ordinances; and
- b. all other outdoor gatherings in excess of _____ (____) people, other than those gatherings set forth in ~~in~~ paragraph numbers 1, 2, or 4, of Executive Order GA-28 (as amended) issued by Governor Greg Abbott.

Section 2. Severability. In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision

hereof other than the part declared to be invalid or unconstitutional.

Section 3. Effective Date. This Resolution shall be effective upon its passage and approval by City Council.

PASSED AND APPROVED on this the ____ day of _____,

20_____.

Gary Neffendorf, Mayor
City of Fredericksburg, Texas

ATTEST:

Shelley Goodwin, TRMC, City Secretary



CITY COUNCIL MEMO

DATE: July 20, 2020

TO: Mayor and City Council

FROM: Kris Kneese, P.E. – Assistant Director of Public Works and Utilities

SUBJECT: Amendment No. 2 to Boot Ranch Water and Sewer Service Agreement

Summary:

Boot Ranch has requested the City amend the Water and Sewer Service Agreement to swap approximately 37 acres inside the current utility service area for approximately 37 acres outside the service area, known as the Muncey Tract.

Recommendation:

Consider amending the Water and Sewer Service Agreement with Boot Ranch to swap 37 acres.

Background / Analysis:

Boot Ranch has requested the City amend the Water and Sewer Service Agreement to swap approximately 37 acres inside the utility service area for approximately 37 acres outside the service area, known as the Muncey Tract.

Boot Ranch is not requesting any additional equivalent dwelling units (EDU) or water and wastewater demand as part of this Amendment.

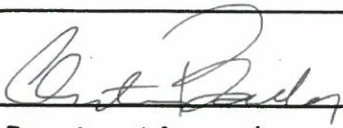
Also, over the past few months, City Staff has been working with Boot Ranch Staff to monitor water use at Boot Ranch; including outdoor irrigation. City Staff has been monitoring the usage with the new Sensus water meters and patrolling through Boot Ranch on a regular basis. Additionally, Boot Ranch Staff has

The City of Fredericksburg

developed new landscape and irrigation guidelines, as well contacted each property owner to remind the owners of the City's water restrictions.

Attachments:

Second Amendment to Water and Sewer Service Agreement
Exhibit of Land Swap



Department Approval

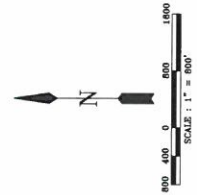
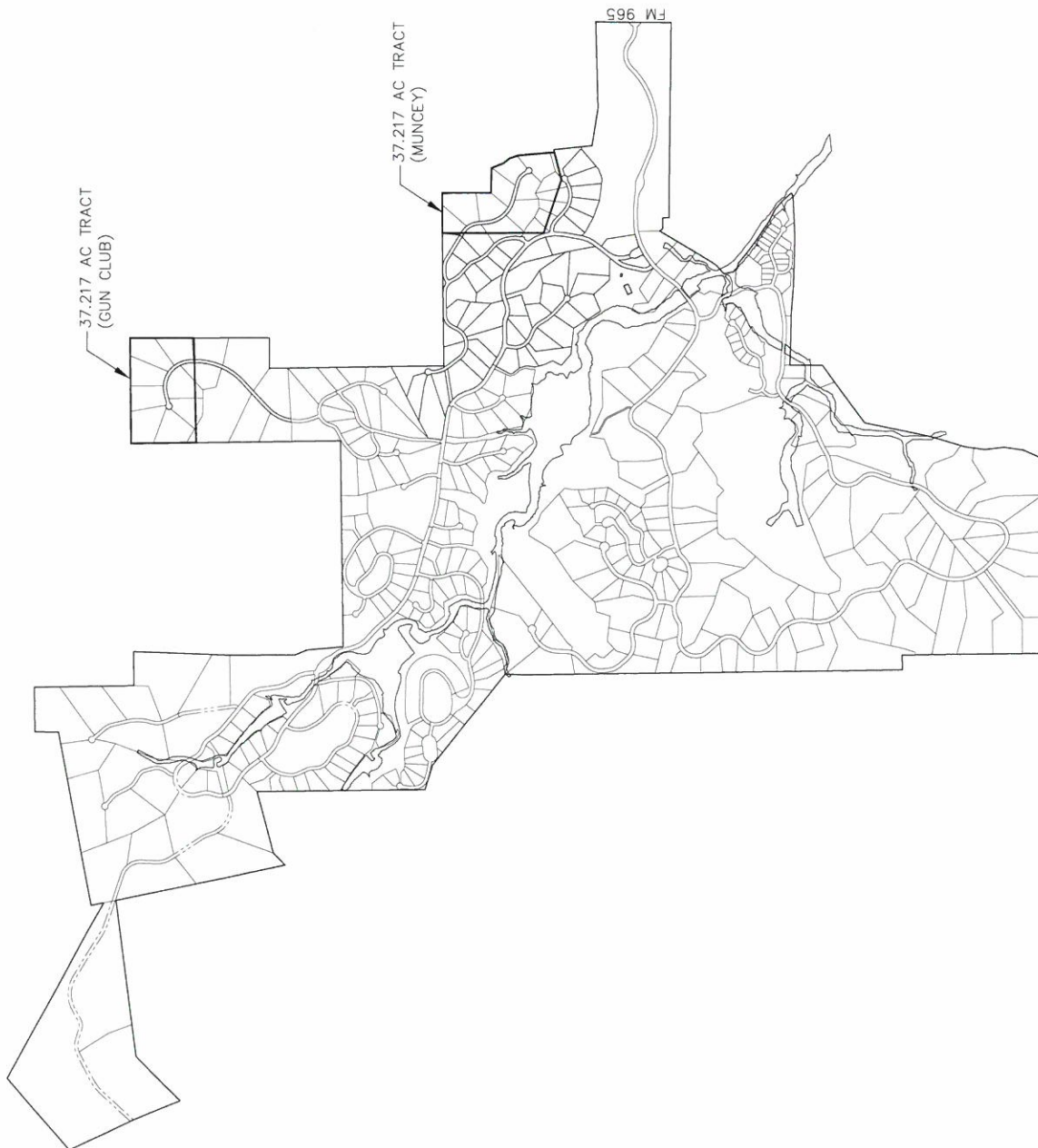


City Manager Approval



City Attorney Approval

The City of Fredericksburg



3/3/2020



TRC ENGINEERS, INC.
700 HIGHWAY 63, SUITE 201, AUSTIN, TEXAS 78715
(512) 327-1000
(512) 327-1000

PHASE 2 SECTION 2
LAND EXHIBIT
BOOT RANCH
GILLESPIE COUNTY, TEXAS
PAGE 1 OF 1



BOOT RANCH
GILLESPIE COUNTY, TEXAS

STATE OF TEXAS §

COUNTY OF GILLESPIE §

**SECOND AMENDMENT TO WATER AND SEWER AGREEMENT UTILITY
CONSTRUCTION CONTRACT**

This Second Amendment to Water and Sewer Agreement Utility Construction Contract (this "**Second Amendment**") is dated as of _____, 2020, by and between Boot Ranch Holdings, LLC, a Delaware limited liability company, successor in interest to TX 77 Boot Ranch Circle, LLC ("**Boot Ranch**" or "**Developer**") and City of Fredericksburg ("**City**"). Capitalized terms used herein and not otherwise defined have the meaning set forth in the Original Contract and the First Amendment, as defined herein.

W I T N E S S E T H:

WHEREAS, the City and Boot Ranch Development, L. P. a Texas Limited Partnership ("**Original Developer**"), predecessor in interest to TX 77 Boot Ranch Circle, LLC, entered into that certain WATER AND SEWER AGREEMENT UTILITY CONSTRUCTION CONTRACT ("**Original Contract**"), dated April 6, 2005, a copy of which is attached hereto as Exhibit "A" and made a part hereof. Capitalized terms used herein and not otherwise defined have the meanings set forth in the Original Contract; and

WHEREAS, the City and TX 77 Boot Ranch Circle, LLC entered into that certain AMENDMENT TO WATER AND SEWER AGREEMENT UTILITY CONSTRUCTION CONTRACT ("First Amendment"), dated December 20th, 2012, a copy of which is attached hereto as Exhibit "B" and made a part hereof; and

WHEREAS, Boot Ranch has made a request of the City to amend the Original Contract and the First Amendment and the City has agreed to amend the Original Contract and First Amendment as hereafter set forth.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. The definition of the "Project Tract", as set forth in the Original Contract and as amended in the First Amendment shall include that certain 37.217 acre tract of land out of the H. Roos Survey No. 311, Abstract No. 594 and the J. Triebs Survey No. 718, Abstract No. 234, Gillespie County, Texas, said 37.217 acre tract being more particularly described on Exhibit "C", attached hereto and made a part hereof for all purposes. The definition of the "Project Tract" shall further be amended to exclude that certain 37.217 acre tract of land out of the K. Triebs Survey No. 605, Abstract No. 1274, Gillespie County, Texas, said 37.217 acre tract also being a portion of that certain 2051.387 acre tract of land recorded in Document No. 20153665, Official Public Records of Gillespie County, Texas, said 37.217 acre tract being more particularly described on Exhibit "D"
2. NOTICES:

Any notice, request, demand, report, certificate or other instrument which may be required or permitted to be furnished to or served upon the parties shall be deemed sufficiently given or furnished to or served if in writing and deposited in the United States mail, registered or certified, return receipt requested, addressed to such party at the addresses set forth below:

IF TO CITY OF FREDERICKSBURG:

Kent Myers, City Manager,
City of Fredericksburg
126 West Main Street
Fredericksburg, Texas 78624
With copy to:

Daniel Jones, City Attorney, City of Fredericksburg
126 West Main Street
Fredericksburg, Texas 78624

IF TO DEVELOPER:

Boot Ranch Holdings, LLC
2242 Good Hope Road
Prosper, Texas 75078

With copy to:

Gordon E. Sauer
P.O. Box 836
Fredericksburg, Texas 78624

3. The parties hereby acknowledge, except as set forth herein, nothing contained in this Second Amendment shall be deemed to amend or modify in any respect the terms of the Original Contract or First Amendment and such terms shall remain in full force and effect as modified hereby. If there is any inconsistency between the Original Contract or First Amendment and this Second Amendment, the terms of this Second Amendment control and prevail.
4. This Second Amendment contains the entire agreement between the parties with respect to its subject matter and all prior negotiations, discussions, representations, agreements and understandings heretofore had among the parties with respect thereto are merged herein.
5. This Second Amendment shall be binding upon and inure to the benefit of Developer and the City and their successors and permitted assigns.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

**IN WITNESS OF WHICH, THIS SECOND AMENDMENT HAS BEEN EXECUTED IN
DUPLICATE ON THE ____ DAY OF _____, 2020.**

CITY OF FREDERICKSBURG

By: _____
Kent Myers, City Manager

BOOT RANCH HOLDINGS, LLC

By: _____
Name: _____
Title: _____



CITY COUNCIL MEMO

DATE: July 20, 2020

TO: Mayor and City Council

FROM: Kris Kneese, P.E. – Assistant Director of Public Works and Utilities

SUBJECT: HWY 290 East Water Line Project - Construction Contract Award

Summary:

Receive construction contract bids for the HWY 290 East Water Line Project.

Recommendation:

City staff recommends awarding the construction contract for the HWY 290 East Water Line Project to QRO Mex Construction Co. Inc. in the amount of \$4,356,531.00.

Background / Analysis:

The City Council approved the sale of water revenue bonds to design and construction water infrastructure projects in November 2018. One of these projects includes the construction of the HWY 290 East Water Line Project. The new water transmission main will be constructed from the City's Knauth Pump Station (currently under construction) along HWY 290 East approximately 5 miles connecting to an existing water line at the University Center.

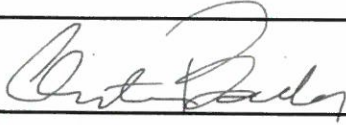
Freese and Nichols (F&N) developed project bid documents, which publicly advertised for bid for four (4) weeks. Thirteen (13) bids were received at the bid opening on July 2, 2020. The bids received are attached. The low bid was submitted by QRO Mex Construction Co. Inc. in the amount of \$4,356,531.00. The low bid has been reviewed by F&N which was found to be accurate. Based on F&N and City Staff's review, it

The City of Fredericksburg

is recommended that the project be awarded to QRO Mex Construction Co. Inc. in the amount of \$4,356,531.00.

Attachments:

- Freese and Nichols Bid Award Recommendation Letter
- Bid Tabulation



Department Approval



City Attorney Approval



City Manager Approval

The City of Fredericksburg



Innovative approaches
Practical results
Outstanding service

10431 Morado Circle, Suite 300 • Austin, Texas 78759 • 512-617-3100 • fax 512-617-3101

www.freese.com

July 10, 2020

Kris Kneese, P.E.
Assistant Director of Public Works and Utilities
City of Fredericksburg
126 West Main Street
Fredericksburg, TX 78624

Re: Recommendation of Award of Contract for the *East Highway 290 Water Main*

Dear Mr. Kneese:

On Thursday, July 2, 2020 bids were opened for the above referenced project. Thirteen contractors submitted bids for this project. Freese and Nichols, Inc. (FNI) reviewed the bid proposals for errors and omissions. All bidders provided bid security. All addenda issued (4 total) for the project were acknowledged by all bidders. A summary of the bids received is provided in the table below, and the detailed bid tabulation is attached.

Bidder	Base Bid	Allowance 1	Alternate 1	Alternate 2	Alternate 3	Alternate 4	Alternate 5
Qro Mex Construction Co. Inc.	\$4,352,031.00	\$4,500.00	\$217,932.00	(\$42,750.00)	(\$5,750.00)	\$39,100.00	\$34,500.00
R Construction Company	\$4,627,490.00	\$20,000.00	\$1,973,400.00	\$842,860.00	\$129,030.00	\$119,830.00	\$103,500.00
Nelson Lewis Inc.	\$4,747,930.00	\$5,000.00	\$257,400.00	(\$47,100.00)	\$(9,200.00)	\$4,600.00	\$(4,600.00)
Skyblue Utilities, Inc.	\$5,240,381.30	\$5,625.00	\$1,966,393.00	\$1,533,459.50	\$152,400.30	\$157,786.90	\$201,275.30
D Guerra Construction LLC	\$5,308,200.00	\$6,000.00	\$2,002,000.00	\$1,109,950.00	\$131,100.00	\$137,080.00	\$129,950.00
Cash Construction Co. Inc.	\$5,380,629.00	\$9,600.00	(\$92,950.00)	(\$150,080.00)	\$26,450.00	\$0.00	\$12,650.00
QA Construction	\$5,419,878.00	\$4,800.00	\$469,755.00	\$118,510.00	\$9,867.00	\$109,342.00	\$127,939.80
Excel Trenching	\$5,604,090.00	\$8,000.00	\$257,400.00	\$0.00	\$0.00	\$0.00	\$0.00
S.J. Louis Construction of Texas LTD	\$5,622,560.80	\$10,000.00	\$230,373.00	\$99,440.30	(\$1,345.50)	(\$7,164.50)	\$4,963.40
Gonzalez De La Gaza	\$5,818,330.70	\$4,500.00	\$357,500.00	\$169,100.00	\$29,900.00	(\$27,600.00)	\$2,300.00
Ark Contracting Services, LLC	\$5,915,029.00	\$27,200.00	\$228,800.00	(\$67,930.00)	(\$15,180.00)	(\$460.00)	(\$15,640.00)
Spiess Construction Co., Inc.	\$6,160,200.00	\$4,000.00	\$214,500.00	\$240,700.00	\$23,000.00	\$69,000.00	\$92,000.00
Atlas Construction Corp.	\$7,452,550.00	\$50,000.00	\$2,931,500.00	\$2,001,750.00	\$212,750.00	\$155,250.00	\$218,500.00

The lowest base bid was \$4,352,031.00 submitted by Qro Mex Construction Co. Inc.

FNI contacted references to verify quality of work. These references included Rafael Beckmann (512) 427-3234 with Dannenbaum Engineering, Carlos Fermaintt (210) 233-3611 with San Antonio Water System (SAWS), Bruna Spengler (210) 275-9000 with Pape Dawson, Garry Montgomery (830) 798-3952, Utility Engineering, and Nathan Virdell (210) 233-3135 with SAWS.

Recommendation for Award for East Highway 290 Water Main
July 10, 2020
Page 2 of 2



After reviewing the submissions, FNI determined that there are no errors in Qro Mex Construction Co. Inc.'s bid proposal. We have found Qro Mex Construction Co. Inc.'s bid is accurate and provided the lowest bid for construction of the project. Based upon review of references and the bid price, it is recommended that the project be awarded to Qro Mex Construction Co. Inc. for the base bid plus the allowance bid amount of \$4,356,531.00.

If you have any questions or comments, please contact me at (512) 381-1832.

Sincerely,

A handwritten signature in black ink, appearing to read 'Daniel Stoutenburg Jr.', with a date and time stamp below it.

07/10/2020 8:40:34 AM

Daniel Stoutenburg Jr., PE
Project Manager
Freese and Nichols, Inc.

Attachments: Bid Tab

Labelation of Officers Reviewed

Tabulation of Offers Received



CITY COUNCIL MEMO

DATE: July 14, 2020

TO: Mayor and City Council

FROM: Jennifer Krupa, Special Events Coordinator

SUBJECT: Gillespie County Fair Parade: Health & Safety Plan

Summary:

City council should decide if the Gillespie County Fair Parade on Main Street can be held on August 21, 2020, while meeting the current recommended minimum standard health protocols, subject to revision by the Mayor.

Recommendation:

Discuss and take appropriate action on the Gillespie County Fair Parade, using the attached health & safety plan submitted by the parade organizer.

Background / Analysis:

Governor Abbott released Executive Order No. GA-28 on the morning of June 26, 2020 relating to the targeted response to the COVID-19 disaster as part of the reopening of Texas. Section 5 states: For any outdoor gathering in excess of 100 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order.

The Governor then issued a proclamation on July 2, 2020 that amended paragraph numbers 5 and 12 of Executive Order GA-28, effective at 12:01 p.m. on July 3, 2020, to read as follows:

5. For any outdoor gathering in excess of 10 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;

12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people shall not be in groups larger than 10 and shall maintain six feet of social distancing from those not in their group;

This proclamation shall remain in effect and in full force for as long as Executive Order GA-28 is in effect and in full force, unless otherwise modified, amended, rescinded, or superseded by the governor.

Attachments:

Executive Order No. GA-28; Proclamation; Minimum Standard Health Protocols for All Employers & Event Organizers revised on July 3, 2020; Checklist for Outdoor Events revised on July 3, 2020; Gillespie County Fair Parade Health & Safety Plan and Special Event Application



Department Approval



City Attorney Approval



City Manager Approval



GOVERNOR GREG ABBOTT

June 26, 2020

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:45 AM 'CLOCK

JUN 26 2020
R. H. H.
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

Executive Order No. GA-28 relating to the targeted response to the COVID-19
disaster as part of the reopening of Texas.

The original executive order is attached to this letter of transmittal.

Respectfully submitted,

Gregory S. Davidson
Gregory S. Davidson
Executive Clerk to the Governor
GSD/gsd

Attachment

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
June 26, 2020

EXECUTIVE ORDER GA 28

*Relating to the targeted response to the COVID-19 disaster
as part of the reopening of Texas.*

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, the Commissioner of the Texas Department of State Health Services (DSHS), Dr. John Hellerstedt, has determined that COVID-19 continues to represent a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, I have issued executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, I issued Executive Order GA-08 on March 19, 2020, mandating certain social-distancing restrictions for Texans in accordance with guidelines promulgated by President Donald J. Trump and the Centers for Disease Control and Prevention (CDC); and

WHEREAS, I issued Executive Order GA-14 on March 31, 2020, expanding the social-distancing restrictions for Texans based on guidance from health experts and the President; and

WHEREAS, I subsequently issued Executive Orders GA-16, GA-18, GA-21, GA-23, and GA-26 from April through early June 2020, aiming to achieve the least restrictive means of combatting the threat to public health by continuing certain social-distancing restrictions, while implementing a safe, strategic plan to Open Texas; and

WHEREAS, as Texas reopens in the midst of COVID-19, increased spread is to be expected, and the key to controlling the spread and keeping Texas residents safe is for all Texans to consistently follow good hygiene and social-distancing practices, especially those set forth in the minimum standard health protocols from DSHS; and

WHEREAS, due to recent substantial increases in COVID-19 positive cases, and increases in the COVID-19 positivity rate and hospitalizations resulting from COVID-19, targeted and temporary adjustments to the reopening plan are needed to achieve the

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least restrictive means for reducing the growing spread of COVID-19 and the resulting imminent threat to public health, and to avoid a need for more extreme measures; and

WHEREAS, everyone must act safely, and to that end, this executive order and prior executive orders provide that all persons should follow the health protocols from DSHS, which whenever achieved will mean compliance with the minimum standards for safely reopening, but which should not be used to fault those who act in good faith but can only substantially comply with the standards in light of scarce resources and other extenuating COVID-19 circumstances; and

WHEREAS, the "governor is responsible for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and the legislature has given the governor broad authority to fulfill that responsibility; and

WHEREAS, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable under Section 418.173 by a fine not to exceed \$1,000, and may be subject to regulatory enforcement;

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, and in accordance with guidance from DSHS Commissioner Dr. Hellerstedt and other medical advisors, the Governor's Strike Force to Open Texas, the White House, and the CDC, do hereby order the following on a statewide basis effective at noon on June 26, 2020:

Every business establishment in Texas shall operate at no more than 50 percent of the total listed occupancy of the establishment; provided, however, that:

1. There is no occupancy limit for the following:
 - a. any services listed by the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) in its Guidance on the Essential Critical Infrastructure Workforce, Version 3.1 or any subsequent version;
 - b. religious services, including those conducted in churches, congregations, and houses of worship;
 - c. local government operations, including county and municipal governmental operations relating to licensing (including marriage licenses), permitting, recordation, and document-filing services, as determined by the local government;
 - d. child-care services;
 - e. youth camps, including but not limited to those defined as such under Chapter 141 of the Texas Health and Safety Code, and including all summer camps and other daytime and overnight camps for youths; and
 - f. recreational sports programs for youths and adults;
2. Except as provided below by paragraph number 5, this 50 percent occupancy limit does not apply to outdoor areas, events, or establishments, except that the following outdoor areas or outdoor venues shall operate at no more than 50 percent of the normal operating limits as determined by the owner:
 - a. professional, collegiate, or similar sporting events;
 - b. swimming pools;
 - c. water parks;
 - d. museums and libraries;
 - e. zoos, aquariums, natural caverns, and similar facilities; and

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SECRETARY OF STATE
8:45AM O'CLOCK

JUN 26 2020

- f. rodeos and equestrian events;
- 3. This 50 percent occupancy limit does not apply to the following establishments that operate with at least six feet of social distancing between work stations:
 - a. cosmetology salons, hair salons, barber shops, nail salons/shops, and other establishments where licensed cosmetologists or barbers practice their trade;
 - b. massage establishments and other facilities where licensed massage therapists or other persons licensed or otherwise authorized to practice under Chapter 455 of the Texas Occupations Code practice their trade; and
 - c. other personal-care and beauty services such as tanning salons, tattoo studios, piercing studios, hair removal services, and hair loss treatment and growth services;
- 4. Amusement parks shall operate at no more than 50 percent of the normal operating limits as determined by the owner;
- 5. For any outdoor gathering in excess of 100 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;
- 6. For dine-in services by restaurants that have less than 51 percent of their gross receipts from the sale of alcoholic beverages, the occupancy limit shall remain at 75 percent until 12:01 a.m. on June 29, 2020, at which time such restaurants may only operate at up to 50 percent of the total listed occupancy of the restaurant, subject to paragraph number 9 below;
- 7. People shall not visit bars or similar establishments that hold a permit from the Texas Alcoholic Beverage Commission (TABC) and are not restaurants as defined above in paragraph number 6; provided, however, that the use by such bars or similar establishments of drive-thru, pickup, or delivery options for food and drinks is allowed to the extent authorized by TABC;
- 8. People shall not use commercial rafting or tubing services, including rental of rafts or tubes and transportation of people for the purpose of rafting or tubing;
- 9. For any business establishment that is subject to a 50 percent "total listed occupancy" limit or "normal operating limit," and that is in a county that has filed with DSHS, and is in compliance with, the requisite attestation form promulgated by DSHS regarding minimal cases of COVID-19, the business establishment may operate at up to 75 percent of the total listed occupancy or normal operating limit of the establishment;
- 10. For purposes of this executive order, facilities with retractable roofs are considered indoor facilities, whether the roof is opened or closed;
- 11. Staff members are not included in determining operating levels, except for manufacturing services and office workers;
- 12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people should not be in groups larger than ten and should maintain six feet of social distancing from those not in their group;
- 13. People over the age of 65 are strongly encouraged to stay at home as much as possible; to maintain appropriate distance from any member of the household who has been out of the residence in the previous 14 days; and, if leaving the

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8:45 AM O'CLOCK

home, to implement social distancing and to practice good hygiene, environmental cleanliness, and sanitation;

14. In providing or obtaining services, every person (including individuals, businesses, and other legal entities) should use good-faith efforts and available resources to follow the minimum standard health protocols recommended by DSHS;
15. Nothing in this executive order or the DSHS minimum standards precludes requiring a customer to follow additional hygiene measures when obtaining services. Individuals are encouraged to wear appropriate face coverings, but no jurisdiction can impose a civil or criminal penalty for failure to wear a face covering;
16. People shall not visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities unless as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by HHSC, including minimizing the movement of staff between facilities whenever possible; and
17. For the remainder of the 2019-2020 school year, public schools may resume operations for the summer as provided by, and under the minimum standard health protocols found in, guidance issued by the Texas Education Agency (TEA). Private schools and institutions of higher education are encouraged to establish similar standards. Notwithstanding anything herein to the contrary, schools may conduct graduation ceremonies consistent with the minimum standard health protocols found in guidance issued by TEA.

Notwithstanding anything herein to the contrary, the governor may by proclamation add to the list of establishments or venues that people shall not visit.

This executive order shall supersede any conflicting order issued by local officials in response to the COVID-19 disaster, but only to the extent that such a local order restricts services allowed by this executive order, allows gatherings prohibited by this executive order, or expands the list or scope of services as set forth in this executive order. Pursuant to Section 418.016(a) of the Texas Government Code, I hereby suspend Sections 418.1015(b) and 418.108 of the Texas Government Code, Chapter 81, Subchapter E of the Texas Health and Safety Code, and any other relevant statutes, to the extent necessary to ensure that local officials do not impose restrictions in response to the COVID-19 disaster that are inconsistent with this executive order, provided that local officials may enforce this executive order as well as local restrictions that are consistent with this executive order.

All existing state executive orders relating to COVID-19 are amended to eliminate confinement in jail as an available penalty for violating the executive orders. To the extent any order issued by local officials in response to the COVID-19 disaster would allow confinement in jail as an available penalty for violating a COVID-19-related order, that order allowing confinement in jail is superseded, and I hereby suspend all relevant laws to the extent necessary to ensure that local officials do not confine people in jail for violating any executive order or local order issued in response to the COVID-19 disaster.

This executive order supersedes Executive Order GA-26, but does not supersede Executive Orders GA-10, GA-13, GA-17, GA-19, GA-24, GA-25, or GA-27. This

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8:45am O'CLOCK

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executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor. This executive order may also be amended by proclamation of the governor.



Given under my hand this the 26th
day of June, 2020.

A handwritten signature of Greg Abbott in black ink.

GREG ABBOTT
Governor

ATTESTED BY:

A handwritten signature of Ruth R. Hughs in black ink.

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
9:45am O'CLOCK

JUN 26 2020



GOVERNOR GREG ABBOTT

July 2, 2020

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30pm O'CLOCK

JUL 2 2020
[Signature]
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation amending Executive Order GA-28 relating to mass gatherings in Texas during the disaster posed by the novel coronavirus (COVID-19).

The original proclamation is attached to this letter of transmittal.

Respectfully submitted,

[Signature]

Gregory S. Davidson
Executive Clerk to the Governor

GSD/gsd

Attachment

POST OFFICE BOX 12428 AUSTIN, TEXAS 78711 512-463-2000 (VOICE) DIAL 7-1-1 FOR RELAY SERVICES

PROCLAMATION
BY THE
Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, I issued Executive Order GA-28 on June 26, 2020, relating to the targeted response to the COVID-19 disaster as part of the reopening of Texas; and

WHEREAS, additional measures are needed to slow the spread of COVID-19 in Texas;

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby amend paragraph numbers 5 and 12 of Executive Order GA-28, effective at 12:01 p.m. on July 3, 2020, to read as follows:

5. For any outdoor gathering in excess of 10 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;
12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people shall not be in groups larger than 10 and shall maintain six feet of social distancing from those not in their group;

This proclamation shall remain in effect and in full force for as long as Executive Order GA-28 is in effect and in full force, unless otherwise modified, amended, rescinded, or superseded by the governor.



IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 2nd day of July, 2020.

A handwritten signature in black ink, reading "Greg Abbott".

GREG ABBOTT
Governor

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30pm O'CLOCK

JUL 02 2020

Governor Greg Abbott
July 2, 2020

Proclamation
Page 2

ATTESTED BY:



RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30 PM

JUL 02 2020

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☒ **CHECKLIST FOR ALL EMPLOYERS AND EVENT ORGANIZERS**

Page 1 of 5

This checklist is for businesses and entities that fall into a category of business type without a more specific minimum standard health protocol on this website. Those businesses and entities should follow the protocols relevant to operations of the business or entity. All employees and customers must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household or, for those engaging in physical activities outdoors, wherever the individual is not able to maintain a safe physical distance from others not in the same household.

The following are the minimum recommended health protocols for all businesses and other entities choosing to operate in Texas. Employers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Employers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Employers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for your employees and contractors:

- ☐ Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- ☐ Screen employees and contractors before coming into the business:
 - ☐ Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who is lab confirmed to have COVID-19



EMPLOYERS AND EVENT ORGANIZERS: Page 2 of 5

- ☐ Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
 - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has *improvement* in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed *since symptoms first appeared*; or
 - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
 - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- ☐ Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).
- ☐ Conduct temperature checks on all employees and contractors at the beginning of their shift, where feasible.
- ☐ Have employees and contractors wash or sanitize their hands upon entering the business.
- ☐ Have employees and contractors maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- ☐ As appropriate, stagger schedules for employees to minimize close contact:
 - ☐ Stagger break time schedules to minimize interactions between employees and/or contractors.
 - ☐ Stagger start and end times for employees and/or contractors in each shift.
- ☐ Continue to encourage individuals to work remotely if possible.
- ☐ If an employer provides a meal for employees and/or contractors, employers are recommended to have the meal individually packed for each individual.
- ☐ Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. In this case, the decision is up to the individual or their parent, guardian or attendant.

Health protocols for your facilities:

- ☐ If 6 feet of separation is not available between employees, contractors, and/or customers inside the facility, consider the use of engineering controls, such as dividers between individuals, to minimize the chances of transmission of COVID-19



EMPLOYERS AND EVENT ORGANIZERS: Page 3 of 5

- ☐ Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
- ☐ Disinfect any items that come into contact with customers.
- ☐ Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.
- ☐ Consider placing [readily visible signage](#) at the business to remind everyone of best hygiene practices.
- ☐ Contactless payment is encouraged. Where not available, contact should be minimized.
- ☐ Consider having an employee or contractor manage and control access to the facility, including opening doors to prevent patrons from touching door handles.
- ☐ Clean and sanitize the facility regularly, and at least daily.
- ☐ Limit the use of standard-size elevators to four individuals at a time, each located at a different corner of the elevator to avoid close contact. Masks should be worn in elevators. Utilize touchpoint cleaning and nanoseptic button covers if appropriate. For individuals not wishing to ride an elevator, ensure stairways are available for use. As appropriate, individuals subject to the Americans with Disabilities Act may ride the elevator alone or accompanied by the individual's caregiver.
- ☐ For employers with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the employer are being successfully implemented and followed.

If you rent equipment:

- ☐ Disinfect all equipment before and after use.
- ☐ To the extent an individual brings their own equipment to the business, the individual should disinfect the equipment before and after use.
- ☐ Provide equipment cleaning products throughout facility for use on equipment.

Limits on occupancy/group size:

- ☐ The number of customers/patrons inside any indoor facility is limited to 50% of the facility's total listed occupancy.
- ☐ There is no limit on the number of individuals who may be outside at your facility, provided they are following proper social distancing guidelines and comply with the outside events protocols on this website.
- ☐ Configure your facility such that customers or patrons are separated by at least 6 feet from others not within the individual's group while at the facility. The individual's group may not exceed 10 individuals who go to the facility together. A group is defined as no more than 10 persons including the members of the household and those persons who traveled together to the event or facility.



EMPLOYERS AND EVENT ORGANIZERS: Page 4 of 5

- ☐ As appropriate, consider utilizing remote ticketing options to help manage capacity limitations.
- ☐ As appropriate, modify entry and exit procedures to ensure individuals are able to maintain 6 feet separation from individuals outside their group while entering and exiting the facility.
- ☐ No tables of more than 10 individuals.
- ☐ For theater-style seating, ensure proper spacing between patrons by choosing one of these methods to achieve 6 feet social distancing between groups of patrons and to not exceed 50% of the facility's indoor occupancy limits:
 - ☐ For facilities that configure seating arrangements that are not in rows, ensure at least 6 feet of separation between other groups. No tables of more than 10 people.
 - ☐ For facilities that configure seating arrangements in rows, maintain at least two empty seats (or six feet separation) between groups in any row, except as follows:
 - Two or more members of the same household can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
 - Two individuals who are not members of the same household but who are attending together can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
 - Alternate rows between patrons (every other row left empty), as appropriate.
- ☐ If the facility has outdoor seating, individuals should avoid being in groups larger than 10 individuals. Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual's household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

If you serve food and/or beverages:

- ☐ For waiter-provided food service:
 - ☐ Do not leave condiments, silverware, flatware, glassware, or other traditional table top items on an unoccupied table.
 - ☐ Provide condiments only upon request, and in single use (non-reusable) portions.
 - ☐ Clean and disinfect the area used for dining (table, etc.) after each group of customers depart the theater.
 - ☐ Use disposable menus (new for each patron).
 - ☐ If you allow customers to write down their food orders, provide take-home pencils and notepads that cannot be used by other customers.
 - ☐ Have wait staff sanitize or wash hands between interactions with customers.



EMPLOYERS AND EVENT ORGANIZERS: Page 5 of 5

- ☐ For counter food service:
 - ☐ Provide condiments or flatware only in single use, individually-wrapped items, and provide condiments only upon request.
 - ☐ Have employees and contractors follow proper food-handling protocols.
 - ☐ Disinfect any items that come into contact with customers.
- ☐ Clean and disinfect the area used for dining (table, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.

If you provide valet parking services:

- ☐ Utilize the following personal protective equipment for employees and contractors:
 - ☐ Cloth face coverings over the nose and mouth, or, if available, non-medical grade face masks over the nose and mouth
 - ☐ Single-use disposable gloves that are changed between every interaction with customers and/or vehicles
- ☐ Vehicle door handles, ignition switch, steering wheel, and shift knob should be wiped with disinfectant as the valet employee enters and exits the vehicle.
- ☐ All workstations and work equipment should be cleaned at the start and the end of each shift, as well as every hour during the shift. These workstations should include the valet podium, key storage locker, tablets, fee computers, receipt printers, etc.
- ☐ Valet parking operators should employ contactless payment whenever possible.
- ☐ For high volume operations, appropriate physical distancing indicators should be established to ensure customers maintain at least six feet of distance as they wait for their vehicle.
- ☐ Where possible, alternative parking options should be provided for customers who are uncomfortable with valet parking.

If you have video game equipment or other interactive amusements:

- ☐ Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. **Continuous disinfecting is needed to protect customers.**
- ☐ Disinfect all gaming equipment before and after customer use, if possible.
- ☐ Provide equipment disinfecting products throughout facility for use on equipment.
- ☐ Ensure only one player can play a game at a time.
- ☐ Provide for at least 6 feet of separation between games.
- ☐ Provide hand sanitizer throughout the video game or interactive amusement area.



☒ CHECKLIST FOR OUTDOOR EVENTS

Page 1 of 2

Outdoor events, such as July 4 celebrations and other large outdoor gatherings with estimated attendance of 10 or more, are permissible to hold in Texas. The county judge or the mayor, as appropriate, in coordination with the local public health authority, must give approval to such an outdoor gathering or event prior to it being held.

All individuals must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household or, for those engaging in physical activities outdoors, wherever the individual is not able to maintain a safe physical distance from others not in the same household.

The following are the minimum recommended health protocols for all outdoor events in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for individuals:

- ☐ Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible. Large gatherings, even those held outside, pose a significant risk to this population.
- ☐ Individuals may not be in a group larger than 10 individuals (including those within the individual's household). Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual's household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.
- ☐ Individuals should maintain 6 feet of separation from others outside the individual's group. A group is defined as no more than 10 persons including the members of the household and those persons who traveled together to the event.
- ☐ Self-screen before going to an outdoor event for any of the following new or worsening signs or symptoms of possible COVID-19:

☐ Cough	☐ Sore throat
☐ Shortness of breath or difficulty breathing	☐ Loss of taste or smell
☐ Chills	☐ Diarrhea
☐ Repeated shaking with chills	☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
☐ Muscle pain	☐ Known close contact with a person who is lab confirmed to have COVID-19
☐ Headache	



OUTDOOR EVENTS: Page 2 of 2

- ☐ Wash or disinfect hands after any interaction with employees, other individuals, or items at the outdoor event.
- ☐ Clean and sanitize any items before and after use.

Local approval factors:

- ☐ Local approval for large outdoor gatherings (those with an estimated attendance exceeding 10 individuals) is appropriate in this instance because a statewide standard is unable to take into account the various factors needed to ensure such a gathering in varied locations is safe and will minimize the spread of COVID-19. Further, business parity is not an issue at large outdoor events.
- ☐ In evaluating large gatherings (those with an estimated attendance exceeding 10 individuals), the county judge or the mayor, as applicable, should consider the following factors:
 - ☐ The overall number of projected attendees;
 - ☐ The likelihood of individuals over the age of 65 attending;
 - ☐ The density of the forum and the ability to ensure social distancing of 6 feet between individuals; and
 - ☐ The level of transmission in the county.
- ☐ Gatherings of less than 10 individuals may proceed consistent with all the health protocols above without approval of the county judge, local health authority, or mayor, as applicable.

CITY OF FREDERICKSBURG SPECIAL EVENT HEALTH & SAFETY PLAN

Please complete the form below by checking each box that applies to your event. Then, using the attached Minimum Standard Health Protocols issued on June 3, 2020, address each checked box in your written health & safety plan. The final section is for write-in items that are not listed below.

Event Name: Gillepsie County Fair Parade

Date Submitted: 07/12/2020

Type of Event: Fair Parade

Previous Year's Attendance: _____

☐ Private Event

Current Year Estimated Attendance: _____

Event Location: _____

Check all that apply:

☐ Gated/Fenced Event

☐ Public property

☐ Non-Gated/Fenced Event

☐ Private property

☐ On private property but City-Sponsored

Entrance/Exit Areas

- ☐ Bag Checks
- ☐ Entrance Lines
- ☐ Exits/Emergency Exits
- ☐ Event Information/Welcome or Registration Booth
- ☐ Staff/Vendor/Volunteer Check-In
- ☐ Ticket Booths
- ☐ Ticket Machines/Kiosks
- ☐ Other: _____

Amusements/Carnival/Kid Zone

- ☐ Caricature Artist or Face Painter
- ☐ Crafts
- ☐ Games
- ☐ Moonwalk/Inflatables
- ☐ Petting Zoo/Animals
- ☐ Rides
- ☐ Ticket Booths
- ☐ Trackless Train
- ☐ Other: _____

Booths/Displays

- ☐ Art Exhibition/Sale
- ☐ Craft Show/Sale
- ☐ First Aid Station
- ☐ Interactive Marketing/Sponsor Displays & Booths
- ☐ Merchandise/Souvenir Sales
- ☐ Specialty/Retail Booths
- ☐ Sick-Person Isolation Area
- ☐ Static Car Display
- ☐ Other: _____

Ceremonies and Training

- ☐ Award
- ☐ Banquet/Reception
- ☐ Closing
- ☐ Employee/Staff or Volunteer Training (pre-event)
- ☐ Opening
- ☐ Tree Lighting
- ☐ Other: _____

Entertainment/Activities

- ☐ Church Service
- ☐ Concert/Live Music
- ☐ Contest or Tournament
- ☐ Education Demonstration (i.e. cooking)
- ☐ Egg Hunt
- ☐ Ice Skating Rink
- ☐ Live Auction
- ☐ Live Entertainment Show
- ☐ Living History Re-Enactors
- ☐ Santa Claus/Photos with Santa
- ☐ Silent Auction
- ☐ Strolling Entertainment
- ☐ Other: _____

Equipment

- ☐ ATMs
- ☐ Chairs
- ☐ Dance Floor/Area
- ☐ Dumpsters/trash receptacles
- ☐ Hand Wash Stations
- ☐ Personal Protective Equipment/PPE
- ☐ Photo Booth
- ☐ Portable Restrooms
- ☐ Signage
- ☐ Stage
- ☐ Tables and/or Table Covers
- ☐ Tents
- ☐ Use of on-site restrooms
- ☐ Other: _____

Food & Beverage ☐ Alcohol Sponsor Booth ☐ Bar ☐ Beverage Booth ☐ Beverage Truck ☐ Cook-Off Food Booths ☐ Food Trucks/Trailers ☐ Food plate fundraiser ☐ Free food distribution ☐ Pre-packaged food giveaway ☐ Sampling ☐ Other: _____	Races, Walks, Runs: ☐ After-Party ☐ Finish Line ☐ Registration Area/Booth ☐ Route ☐ Spectator Viewing Area ☐ Starting Line ☐ Water Stations on route ☐ Other: _____
Parades ☒ Animals/Horses ☒ Floats ☒ Route ☐ Spectator Viewing Area ☒ Staging Area ☐ Other: _____	Parking/Transportation ☐ Off-site parking lot use (not adjacent to event location) ☐ Free shuttles ☐ Paid/ticketed shuttles ☐ Other: _____
Processions ☐ Finish Area ☐ Route ☐ Starting Area/Staging ☐ Stopping Points ☐ Other: _____	Other Items Continued (write-in): ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____

Event organizers should disclose the entire scope and nature of the proposed event using extra sheets of paper and attaching documentation. Attach your written (1) Health & Safety Plan; (2) Event Layout (required); and (3) completed Special Events Application to this form and submit no later than 60 days before your event date to: specialevents@fbgtx.org or mail to:



City of Fredericksburg
 Attn: Jennifer Krupa, Special Events Coordinator
 126 W. Main Street
 Fredericksburg, TX 78624



Dear Mayor & City Council;

This letter constitutes a request by the 132nd Annual Gillespie County Fair & Festivals Parade Committee to the city of Fredericksburg to stage our annual parade on Friday, August 21st, 2020, at 10:00 a.m.

We plan to use the same assembly area, parade route and parade format as in previous years. The parade committee plans on adhering to all CDC guidelines. We will have porta potties, hand wash stations, and hand sanitizing stations placed throughout the parade staging areas. We will also adhere to the 6 ft Social distancing rule as well as all parade entries remaining with their parade entries (ie no wondering around talking with other entries etc.). We will recommend the wearing of masks per the Gov. orders.

Thank you Mayor, City Council, and all city staff for your support of our community event for the past years. We hope to continue to instill a sense of unification in our city for years to come.

Please contact our Parade Chair, Jason Priess at (830) 992-9333 or the GCFFA Office at (830) 997-2359 if you need further information. Covid 19 guidelines we will be implementing.

However, due to the current COVID-19 situation, PLEASE respect & adhere to the following CDC guidelines:

1. If you are feeling sick, PLEASE do not enter the parade staging area
2. Unless it's someone attending with you, PLEASE stay 6' away from other Patrons
3. If possible, PLEASE wear a mask or face covering-If not possible, PLEASE cover coughs & sneezes
4. PLEASE wash your hands often

****An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the CDC, senior citizens age 65 and older and guests with underlying medical conditions are especially vulnerable. By visiting The Gillespie County Fair & Festivals Fair or Parade, you voluntarily assume all risks related to exposure to COVID-19.****

Sincerely yours,
Jason E Priess

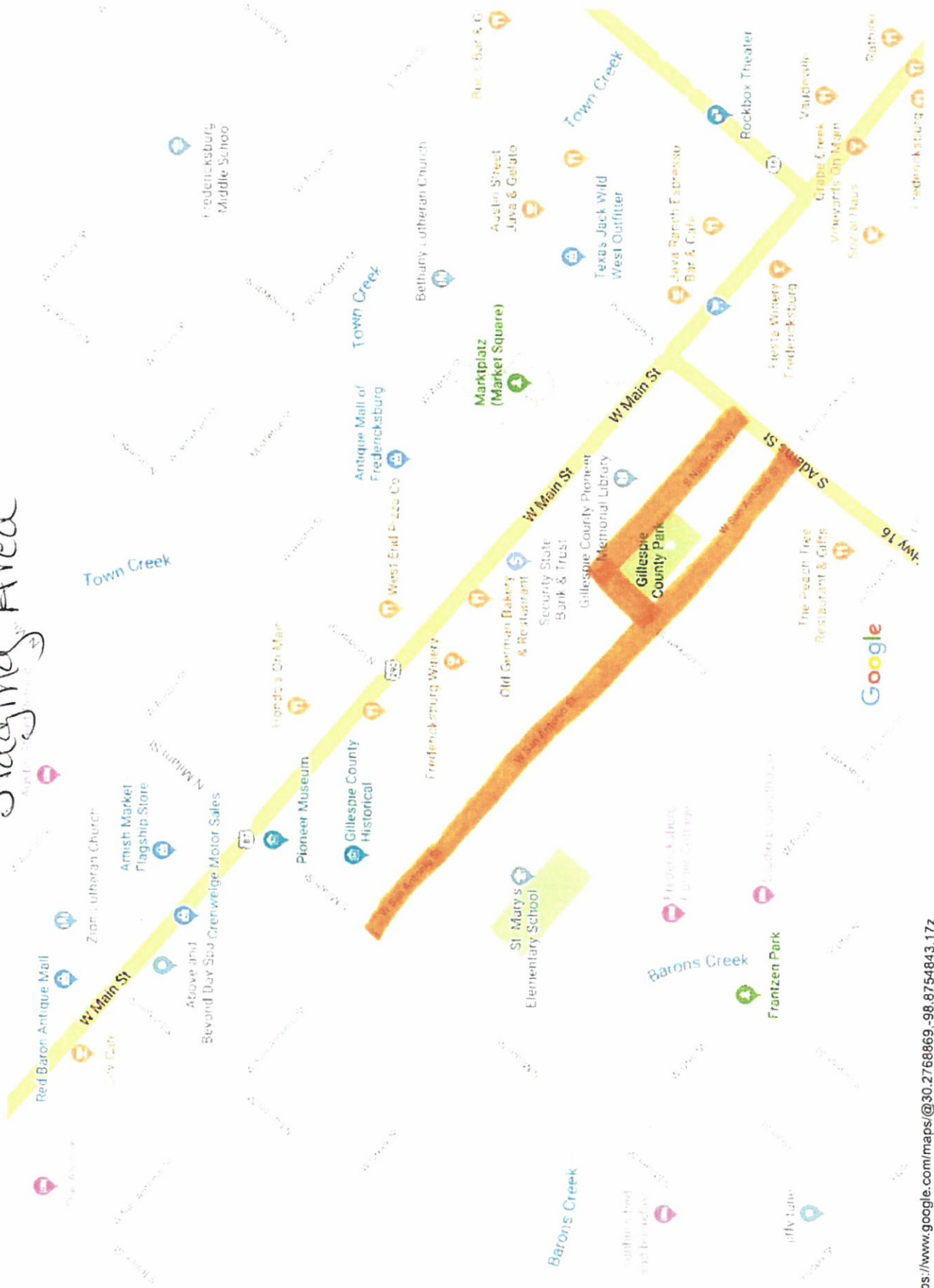
Jason E. Priess

Parade Route

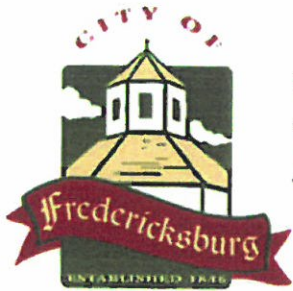


Google Maps

Staging Area



CHECKLIST FOR APPLICANTS



THE CITY OF

Fredericksburg, Texas

Special Event Application Checklist

Required:

- ☒ Completed Special Event Application (pages 2-6)
- ☒ Preliminary event site plan, layout, or route (page 7)
- ☐ Proof of general liability insurance (due 10 days before first day of set-up)

If Applicable:

- ☐ \$100 Application Fee (first-time events only)
- ☐ \$150 Expedited Application Fee (less than 60-days in advance of event date)
- ☐ Proof of non-profit status
- ☐ Security deposit
- ☐ Reservation fee
- ☐ Food & Beverage Form (page 8)
- ☐ Street Closure Request Form (page 9)
- ☐ Proof of host liquor liability insurance

Mail all documents to:

City of Fredericksburg
Attn: Special Events Coordinator
126 W. Main Street
Fredericksburg, TX 78624; or

Scan and email to: specialevents@fbgtx.org

Questions? Please call (830) 990-2044

Don't forget to promote your event with the Fredericksburg Convention & Visitors Bureau! Click the link to submit your event:
<https://www.visitfredericksburgtx.com/partners/event-submission-form/>



City of Fredericksburg Parks & Recreation Department Special Event Application

Mail completed application to: Special Events, 126 W. Main Street, Fredericksburg, TX 78624;
or scan and email to: specialevents@fbgtx.org

Use N/A for "not applicable" or leave blank questions or sections that do not apply to your event.

APPLICANT INFORMATION

Name of Organization/Business: Gilliespie County Fair and Festival Association

Applicant Name/Event Organizer: Jason Priess

Address: 377 Walking Plow Rd

City: Fredericksburg

State: Texas

Zip: 78624

Primary phone: (830) 992-9333

Secondary phone: ()

Email address: [REDACTED]

Event Promoter Name: Gillespie County Fair and Festival Assn.

Primary phone: ()

Organization/Business Type: ☐ FOR-PROFIT; Event proceeds go to:



*NON-PROFIT *attach proof



INDIVIDUAL

EVENT INFORMATION & LOCATION

Official Event Name: 132nd Gillespie County Fair Parade

Event date(s): 08/21/2020

Event History: Is this a first-time event?



YES



NO

Estimated attendance: _____

Is the event open to the general public?



YES



NO

Date application submitted: 07/09/2020

Reservation fees are listed per day unless noted; deposit pricing is not included. Non-profits receive 50% discount on reservation fees; banner hanging fee excluded.

*MARKTPLATZ Please check all that apply:			*Excludes City Hall/Fire Station, Annex, Police Substation & Vereins Kirche	Address: 100 West Main Street, Fredericksburg, TX 78624
☐ Entire Square: \$2,400/week	☐ Kinder Halle: \$150	☐ Oktoberfest Halle: \$150		
☐ Adelsverein Halle: \$250	☐ Fest Room: \$50	☐ Kitchen: \$50		
☐ Entire Square additional day: \$650 each; ___ # of days	☐ Banner Hanging Fee: \$25 (optional; at front of Marktplatz for 24 hours)	INITIAL (required): I have read Marktplatz Use Regulations on pages 16-18 of the Special Events Planning Guide.		

*LADY BIRD JOHNSON MUNICIPAL PARK (LBIMP) Please check all that apply:		*Excludes Park Headquarters Building, swimming pools, RV Park, campsites, dog park, nature trail, tennis court and golf course. Access to such areas may be closed or restricted for events and in the discretion of the PARD.
☐ **Pioneer Pavilion; \$625 for 4 days (Thursday-Sunday only)	☐ Tatsch House: Fri/Sat/Sun, December & holidays: \$200	
☐ Entire Park: \$1,600 per week; ___ # of add-on days: \$650/day	☐ Tatsch House: weekday (Monday-Thursday): \$150	
☐ Cooler inside Pioneer Pavilion: no fee; non-perishable items only	INITIAL (required): I have read LBIMP Use Regulations on pages 19 & 20 of the Special Events Planning Guide.	
Outdoor Pavilions: ☐ Pav. #1: \$40 ☐ Pav. #2: \$40 ☐ Pav. #3: \$45 ☐ Pav. #4: \$45 ☐ Pav. #5: \$60		

***Pioneer Pavilion is available for additional add-on days for \$125/day but must be pre-approved by Park Recreation Superintendent.*

EVENT INFORMATION CONTINUED

OTHER PROPERTY

Please check all that apply:

☐ Fort Martin Scott: \$500/day; ___ # of days
___ INITIAL (required): I have read Fort Martin
Scott Use Regulations on page 21 of the
Special Events Planning Guide.

☐ Town Pool: \$200;
restroom access only

☒ Parade/*Other/*Private Property, list location and
address: _____

**Applicant shall submit copy of a letter from property
owner giving written permission for event use.*

Attach more sheets if needed for information below:

Move-in & Set-up (first day of move-in):

Move-in/Set-up Date: 08/21/2020

Times: Start: 7:00 am

End: 12:00 pm

Indicate dates/times OPEN to attendees:

Event Date: _____

Times: Start: _____

End: _____

Event Date #2: _____

Times: Start: _____

End: _____

Event Date #3: _____

Times: Start: _____

End: _____

Move-Out & Strike (final day):

Move-Out/Strike Date: _____

Times: Start: _____

End: _____

Event day "on-site" Contact Name: Jason Priess

Phone: (830) 992-9333

Event website: _____

Event information hotline: () _____

Is the event free and open to the general public (not including vendors/sponsors, etc.?)

Admission will be made by: ☐ Pre-sold ticket

☐ Free

☐ Pre-registration

☒ YES

☐ NO

Other (please specify): _____

☐ On-site sale/registration

EVENT COMPONENTS

Please check all that apply:

☐ Animals	☐ Aircraft Flyover	☐ Bike Race	☐ Car Show	☐ Carnival
☐ Concert	☐ Cook-Off	☐ Company Picnic	☐ Demonstration or Rally	☐ Fair/Festival
☐ Family Reunion	☐ Fireworks	☐ Fundraiser	☐ Fun Run/Race	☐ Historical Re-Enactment
☐ Motorcycle Run	☒ Parade	☐ Sporting Event/Tournament	☐ Trade, Vendor, or Art Show	☐ Wedding

☐ Other (please list): _____

Event Size: _____ Estimated max. attendance at one time

_____ # of Art/Craft Vendors

_____ # of Staff/Volunteers expected

_____ # of Food/Beverage Vendors

Are you requesting any street closures or to block any city-owned property? ☒ *YES ☐ NO

**Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the official Street Closure Request Form found on page 9.*

Pavement Markings: Will your event be requesting to mark any pavement?

☐ YES*

☒ NO

*If yes, please describe the materials & supplies you are requesting to mark the pavement: _____

When & how will the markings be removed? _____

EVENT COMMUNICATION & SECURITY

During the event what form of communication systems will be used for the following:

Event Management (internal): _____

Public Address (external): _____

Events with 1,000 attendees or more; events lasting past 10 PM; or events which provide alcohol require the provision of licensed, bonded and commissioned private security at the applicant's expense. The number of guards and their hours of duty will be determined by the PARD and the security company based on the type of event and number of attendees.

What security/law enforcement agency have you hired for your event? _____

Contact name: _____ Phone: (830) 992-9333

Have you contacted Fredericksburg Police Department in relation to your event? ☐ *Yes or ☐ No

*If yes, who did you speak with? _____

EQUIPMENT, ACTIVITIES & AMUSEMENTS

The following equipment, activities, and/or amusements will be at the event:

☐ Generators; list quantity: _____ and size(s): _____

☐ Canopies/Tents larger than 200 sq. ft.; quantity: _____ and size(s): _____

Sides? ☐ Yes ☐ No; if yes, how many sides will be closed? _____

How will tents/canopies be secured? ☐ Water barrels (preferred) ☐ Stakes ☐ Sandbags ☐ Weights

Other (describe): _____

☐ Stage; quantity: _____

Please check all that apply:

☐ Amplified Sound	☐ *Amusement ride; quantity: _____	☒ Barricades	☐ Bleachers	☐ Chairs	☐ Dance Floor
☐ DJ/Live Music	☐ Drone	☐ Fencing	☐ Fryer	☐ **Inflatables and/or Moonwalks; quantity: _____	☐ Light Towers
☐ Tables	☐ Parked cars for display	☐ Sale of merchandise	☐ Wi-Fi access needed	☐ Other: _____	☐ Other: _____

*Name of company providing amusement rides: _____ Phone () _____

General liability insurance is required naming the City of Fredericksburg as the certificate holder and additional insured.

**Name of company providing inflatables/moonwalks: _____ Phone () _____

General liability insurance is required naming the City of Fredericksburg as the certificate holder and additional insured.

UTILITIES, RESTROOMS & HAND WASHING STATIONS

Will you need use of electricity? ☐ *YES; ☐ 220V ☐ 110V; ☒ NO ELECTRICITY NEEDED

*If yes, what will electricity be used for? _____

*Any electrical work must be made by a licensed electrician. If a licensed electrician is not available, additional power needs must be met by the use of generators and are the responsibility of the event organizer.

Will you need access to water? ☐ *YES ☒ NO WATER NEEDED

*If yes, what will water be used for? _____

*Event organizers must bring their own food grade hose(s). Non-potable water sources at Marktplatz are marked in purple and cannot be used.

Please indicate the number of portable restrooms & handwashing stations you will have at your event, along with delivery date, pick-up date, and contact information below.

_____ # of regular portable restrooms _____ # of ADA portable restrooms _____ # of hand-washing stations

*Equipment will be delivered on: _____ at _____ (enter time)

Equipment will be picked up on: _____ at _____ (enter time)

Sanitation company name: _____ Phone: () _____

When will items be serviced and how often? _____

*Event organizer or representative must be present for delivery of equipment to ensure proper placement.

CLEAN UP/TRASH COLLECTING & RECYCLING

Contact name responsible for event clean-up: _____ Phone: () _____
 Will a dumpster(s) be delivered? ☐ *YES; when? _____ ☐ NO
 What size dumpster(s)? _____
 What provisions will be made for recycling? _____
**Event organizer or representative must be present for delivery of equipment to ensure proper placement.*

FIRST AID & EMERGENCY VEHICLE ACCESS

Will your event have a first aid station on-site? ☐ *YES ☐ NO *Company/Org. Name: _____ Contact Name: _____ Phone: () _____	Events will not be permitted without emergency vehicle access. This access must be available always and events are subject to permit revocation if emergency access lanes are not provided for. Have you reviewed your layout to verify emergency vehicle access? ☒ YES ☐ NO
--	---

FOOD & BEVERAGE:

Please check all that apply:	☐ No food or beverage at event (skip to Signage section)	☐ *Sale of food/beverages	☐ *Distribution of food/beverages
<i>*A list of approved food & beverage vendors including their name, address and contact number is required at least 10-days prior to your event date; please use the Special Event Food & Beverage Vendor List form on page 8.</i>	☐ Event will sell alcohol (including tips/donations). Indicate type: ☐ Beer ☐ Wine/Champagne ☐ Liquor Who will provide the alcohol? _____ ☐ I need a landlord permission letter in order to obtain a TABC permit for alcohol sales.	☐ Event will distribute alcohol at no charge. Indicate type: ☐ Beer ☐ Wine/Champagne ☐ Liquor Who will provide the alcohol? _____	☒ Event will not have alcohol.

Marktplatz events only: will your event need grey water disposal containers? ☐ *YES ☒ NO; Enter Qty. (1 or 2): 0
**The City owns two (2), 270-gallon containers. Placement of the grey water disposal containers is at the discretion of the Parks Department. Servicing of the grey water containers are the event organizer's responsibility. Containers must be emptied no later than two (2) days after the final event day.*

RACES, RUNS, & WALKS ONLY

Complete this section if your event includes a race, run or walk.

Are you requesting any street closures for some or all of your route? ☐ *YES ☒ NO

Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the **Street Closure Request form found on page 9.*

On-site registration will begin at: _____ ☐ am / ☐ pm @ _____ (location)

Starting time (if staggered, please enter all and explain): _____

Describe your route, including starting point and disbanding area:

Start: _____ (location)

Route: _____ (describe distances)

Disband: _____ (location)

PARADES ONLY

Complete this section if your event includes a parade.

Are you requesting any street closures for some or all of your route? ☒ *YES ☐ NO

**Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the Street Closure Request form found on page 9.*

Parade staging will begin at: 7:00 ☒ am / ☐ pm @ behind courthouse (location)

Start: Hwy 16 & Main (location)

Route: Hwy 16 & Main to Washington St. U turn back down to Bowie (describe distances)

Disband: San Antonio St and behind courthouse (location)

Estimated number of entries/floats: 140 Will your parade allow animals? ☒ *YES ☐ NO; if yes, what type? horse

*How will you clean-up animal waste? popper scooper at the end of the parade

Initial: I agree to follow the City's adopted Parade Safety Rules found on pages 22 & 23 of the Special Events Planning Guide.

SIGNATURE & INDEMNITY AGREEMENT

I, the undersigned, hereby confirm that the information stated above is true and correct to the best of my knowledge.

Jason E Priess

Digitally signed by Jason E Priess
DN: cn=Jason E Priess, o, ou,
Date: 2020.07.12 19:22:36 -05'00'

07/12/2020

Signature of Applicant

Date

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF FREDERICKSBURG, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT.

Jason E Priess

Digitally signed by Jason E Priess
DN: cn=Jason E Priess, o, ou,
Date: 2020.07.12 19:23:17 -05'00'

07/12/2020

Signature of Applicant

Date

ADDITIONAL NOTES ABOUT YOUR EVENT (type below):

----- **END OF APPLICATION** -----

For City of Fredericksburg Use Only:

By signature, the City approves this Event, subject to all requirements:

Signature of City Manager or Designated Representative

Date

Additional comments:

EVENT SITE PLAN, LAYOUT, OR ROUTE; PAGE 7

Attach or draw your event site plan, layout or route. Include location of booths, stages, first aid, information/ticket booths, registration, generators, start/finish line, moonwalks/amusements, portable restrooms, dumpsters, signs and parking. See examples in the Appendix if you need assistance.

see attachment



CITY COUNCIL MEMO

DATE: July 14, 2020

TO: Mayor and City Council

FROM: Jennifer Krupa, Special Events Coordinator

SUBJECT: Texas Mesquite Arts Festival: Health & Safety Plan

Summary:

The city council should decide if the Texas Mesquite Arts Festival at Marktplatz can be held on October 9, 10, & 11, 2020, while meeting the minimum recommended health protocols, subject to revision by the Mayor.

Recommendation:

City Council should discuss and take appropriate action on the Texas Mesquite Arts Festival, using the attached health & safety plan submitted by the event organizer.

Background / Analysis:

Governor Abbott released Executive Order No. GA-28 on the morning of June 26, 2020 relating to the targeted response to the COVID-19 disaster as part of the reopening of Texas. Section 5 states: For any outdoor gathering in excess of 100 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order.

The Governor then issued a proclamation on July 2, 2020 that amended paragraph numbers 5 and 12 of Executive Order GA-28, effective at 12:01 p.m. on July 3, 2020, to read as follows:

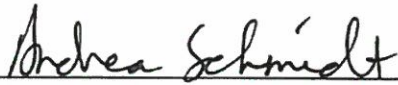
5. For any outdoor gathering in excess of 10 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;

12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people shall not be in groups larger than 10 and shall maintain six feet of social distancing from those not in their group;

This proclamation shall remain in effect and in full force for as long as Executive Order GA-28 is in effect and in full force, unless otherwise modified, amended, rescinded, or superseded by the governor,

Attachments:

Executive Order No. GA-28; Proclamation; Minimum Standard Health Protocols for All Employers & Event Organizers revised on July 3, 2020; Checklist for Outdoor Events revised on July 3, 2020; Texas Mesquite Arts Festival Health & Safety Plan and Special Event Application



Department Approval



City Attorney Approval



City Manager Approval



GOVERNOR GREG ABBOTT

June 26, 2020

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:45 AM 'CLOCK

JUN 26 2020
[Signature]
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

Executive Order No. GA-28 relating to the targeted response to the COVID-19
disaster as part of the reopening of Texas.

The original executive order is attached to this letter of transmittal.

Respectfully submitted,

[Signature]
Gregory S. Davidson
Executive Clerk to the Governor

GSD/gsd

Attachment

POST OFFICE BOX 12428 AUSTIN, TEXAS 78711 512-463-2000 (VOICE) DIAL 7-1-1 FOR RELAY SERVICES

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
June 26, 2020

EXECUTIVE ORDER GA 28

*Relating to the targeted response to the COVID-19 disaster
as part of the reopening of Texas.*

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, the Commissioner of the Texas Department of State Health Services (DSHS), Dr. John Hellerstedt, has determined that COVID-19 continues to represent a public health disaster within the meaning of Chapter 81 of the Texas Health and Safety Code; and

WHEREAS, I have issued executive orders and suspensions of Texas laws in response to COVID-19, aimed at protecting the health and safety of Texans and ensuring an effective response to this disaster; and

WHEREAS, I issued Executive Order GA-08 on March 19, 2020, mandating certain social-distancing restrictions for Texans in accordance with guidelines promulgated by President Donald J. Trump and the Centers for Disease Control and Prevention (CDC); and

WHEREAS, I issued Executive Order GA-14 on March 31, 2020, expanding the social-distancing restrictions for Texans based on guidance from health experts and the President; and

WHEREAS, I subsequently issued Executive Orders GA-16, GA-18, GA-21, GA-23, and GA-26 from April through early June 2020, aiming to achieve the least restrictive means of combatting the threat to public health by continuing certain social-distancing restrictions, while implementing a safe, strategic plan to Open Texas; and

WHEREAS, as Texas reopens in the midst of COVID-19, increased spread is to be expected, and the key to controlling the spread and keeping Texas residents safe is for all Texans to consistently follow good hygiene and social-distancing practices, especially those set forth in the minimum standard health protocols from DSHS; and

WHEREAS, due to recent substantial increases in COVID-19 positive cases, and increases in the COVID-19 positivity rate and hospitalizations resulting from COVID-19, targeted and temporary adjustments to the reopening plan are needed to achieve the

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
6:45 AM O'CLOCK

JUN 26 2020

least restrictive means for reducing the growing spread of COVID-19 and the resulting imminent threat to public health, and to avoid a need for more extreme measures; and

WHEREAS, everyone must act safely, and to that end, this executive order and prior executive orders provide that all persons should follow the health protocols from DSHS, which whenever achieved will mean compliance with the minimum standards for safely reopening, but which should not be used to fault those who act in good faith but can only substantially comply with the standards in light of scarce resources and other extenuating COVID-19 circumstances; and

WHEREAS, the "governor is responsible for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and the legislature has given the governor broad authority to fulfill that responsibility; and

WHEREAS, failure to comply with any executive order issued during the COVID-19 disaster is an offense punishable under Section 418.173 by a fine not to exceed \$1,000, and may be subject to regulatory enforcement;

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, and in accordance with guidance from DSHS Commissioner Dr. Hellerstedt and other medical advisors, the Governor's Strike Force to Open Texas, the White House, and the CDC, do hereby order the following on a statewide basis effective at noon on June 26, 2020:

Every business establishment in Texas shall operate at no more than 50 percent of the total listed occupancy of the establishment; provided, however, that:

1. There is no occupancy limit for the following:
 - a. any services listed by the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) in its Guidance on the Essential Critical Infrastructure Workforce, Version 3.1 or any subsequent version;
 - b. religious services, including those conducted in churches, congregations, and houses of worship;
 - c. local government operations, including county and municipal governmental operations relating to licensing (including marriage licenses), permitting, recordation, and document-filing services, as determined by the local government;
 - d. child-care services;
 - e. youth camps, including but not limited to those defined as such under Chapter 141 of the Texas Health and Safety Code, and including all summer camps and other daytime and overnight camps for youths; and
 - f. recreational sports programs for youths and adults;
2. Except as provided below by paragraph number 5, this 50 percent occupancy limit does not apply to outdoor areas, events, or establishments, except that the following outdoor areas or outdoor venues shall operate at no more than 50 percent of the normal operating limits as determined by the owner:
 - a. professional, collegiate, or similar sporting events;
 - b. swimming pools;
 - c. water parks;
 - d. museums and libraries;
 - e. zoos, aquariums, natural caverns, and similar facilities; and

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JUN 26 2020

- f. rodeos and equestrian events;
- 3. This 50 percent occupancy limit does not apply to the following establishments that operate with at least six feet of social distancing between work stations:
 - a. cosmetology salons, hair salons, barber shops, nail salons/shops, and other establishments where licensed cosmetologists or barbers practice their trade;
 - b. massage establishments and other facilities where licensed massage therapists or other persons licensed or otherwise authorized to practice under Chapter 455 of the Texas Occupations Code practice their trade; and
 - c. other personal-care and beauty services such as tanning salons, tattoo studios, piercing studios, hair removal services, and hair loss treatment and growth services;
- 4. Amusement parks shall operate at no more than 50 percent of the normal operating limits as determined by the owner;
- 5. For any outdoor gathering in excess of 100 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;
- 6. For dine-in services by restaurants that have less than 51 percent of their gross receipts from the sale of alcoholic beverages, the occupancy limit shall remain at 75 percent until 12:01 a.m. on June 29, 2020, at which time such restaurants may only operate at up to 50 percent of the total listed occupancy of the restaurant, subject to paragraph number 9 below;
- 7. People shall not visit bars or similar establishments that hold a permit from the Texas Alcoholic Beverage Commission (TABC) and are not restaurants as defined above in paragraph number 6; provided, however, that the use by such bars or similar establishments of drive-thru, pickup, or delivery options for food and drinks is allowed to the extent authorized by TABC;
- 8. People shall not use commercial rafting or tubing services, including rental of rafts or tubes and transportation of people for the purpose of rafting or tubing;
- 9. For any business establishment that is subject to a 50 percent "total listed occupancy" limit or "normal operating limit," and that is in a county that has filed with DSHS, and is in compliance with, the requisite attestation form promulgated by DSHS regarding minimal cases of COVID-19, the business establishment may operate at up to 75 percent of the total listed occupancy or normal operating limit of the establishment;
- 10. For purposes of this executive order, facilities with retractable roofs are considered indoor facilities, whether the roof is opened or closed;
- 11. Staff members are not included in determining operating levels, except for manufacturing services and office workers;
- 12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people should not be in groups larger than ten and should maintain six feet of social distancing from those not in their group;
- 13. People over the age of 65 are strongly encouraged to stay at home as much as possible; to maintain appropriate distance from any member of the household who has been out of the residence in the previous 14 days; and, if leaving the

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home, to implement social distancing and to practice good hygiene, environmental cleanliness, and sanitation;

14. In providing or obtaining services, every person (including individuals, businesses, and other legal entities) should use good-faith efforts and available resources to follow the minimum standard health protocols recommended by DSHS;
15. Nothing in this executive order or the DSHS minimum standards precludes requiring a customer to follow additional hygiene measures when obtaining services. Individuals are encouraged to wear appropriate face coverings, but no jurisdiction can impose a civil or criminal penalty for failure to wear a face covering;
16. People shall not visit nursing homes, state supported living centers, assisted living facilities, or long-term care facilities unless as determined through guidance from the Texas Health and Human Services Commission (HHSC). Nursing homes, state supported living centers, assisted living facilities, and long-term care facilities should follow infection control policies and practices set forth by HHSC, including minimizing the movement of staff between facilities whenever possible; and
17. For the remainder of the 2019-2020 school year, public schools may resume operations for the summer as provided by, and under the minimum standard health protocols found in, guidance issued by the Texas Education Agency (TEA). Private schools and institutions of higher education are encouraged to establish similar standards. Notwithstanding anything herein to the contrary, schools may conduct graduation ceremonies consistent with the minimum standard health protocols found in guidance issued by TEA.

Notwithstanding anything herein to the contrary, the governor may by proclamation add to the list of establishments or venues that people shall not visit.

This executive order shall supersede any conflicting order issued by local officials in response to the COVID-19 disaster, but only to the extent that such a local order restricts services allowed by this executive order, allows gatherings prohibited by this executive order, or expands the list or scope of services as set forth in this executive order. Pursuant to Section 418.016(a) of the Texas Government Code, I hereby suspend Sections 418.1015(b) and 418.108 of the Texas Government Code, Chapter 81, Subchapter E of the Texas Health and Safety Code, and any other relevant statutes, to the extent necessary to ensure that local officials do not impose restrictions in response to the COVID-19 disaster that are inconsistent with this executive order, provided that local officials may enforce this executive order as well as local restrictions that are consistent with this executive order.

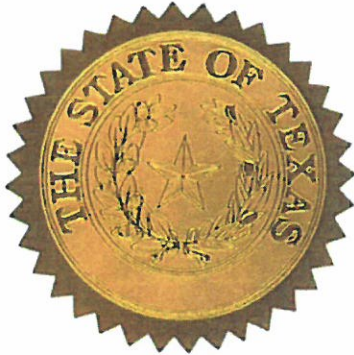
All existing state executive orders relating to COVID-19 are amended to eliminate confinement in jail as an available penalty for violating the executive orders. To the extent any order issued by local officials in response to the COVID-19 disaster would allow confinement in jail as an available penalty for violating a COVID-19-related order, that order allowing confinement in jail is superseded, and I hereby suspend all relevant laws to the extent necessary to ensure that local officials do not confine people in jail for violating any executive order or local order issued in response to the COVID-19 disaster.

This executive order supersedes Executive Order GA-26, but does not supersede Executive Orders GA-10, GA-13, GA-17, GA-19, GA-24, GA-25, or GA-27. This

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executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor. This executive order may also be amended by proclamation of the governor.

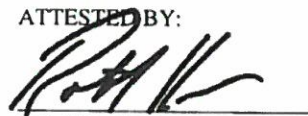


Given under my hand this the 26th
day of June, 2020.



GREG ABBOTT
Governor

ATTESTED BY:



RUTH R. HUGHES
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
8:45am O'CLOCK

JUN 26 2020



GOVERNOR GREG ABBOTT

July 2, 2020

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
2:30pm O'CLOCK

JUL 2 2020
[Signature]
Secretary of State

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation amending Executive Order GA-28 relating to mass gatherings in Texas during the disaster posed by the novel coronavirus (COVID-19).

The original proclamation is attached to this letter of transmittal.

Respectfully submitted,

[Signature]
Gregory S. Davidson
Executive Clerk to the Governor
GSD/gsd

Attachment

POST OFFICE BOX 12428 AUSTIN, TEXAS 78711 512-463-2000 (VOICE) DIAL 7-1-1 FOR RELAY SERVICES

PROCLAMATION
BY THE
Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

WHEREAS, I, Greg Abbott, Governor of Texas, issued a disaster proclamation on March 13, 2020, certifying under Section 418.014 of the Texas Government Code that the novel coronavirus (COVID-19) poses an imminent threat of disaster for all counties in the State of Texas; and

WHEREAS, in each subsequent month effective through today, I have renewed the disaster declaration for all Texas counties; and

WHEREAS, I issued Executive Order GA-28 on June 26, 2020, relating to the targeted response to the COVID-19 disaster as part of the reopening of Texas; and

WHEREAS, additional measures are needed to slow the spread of COVID-19 in Texas;

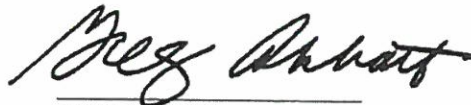
NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby amend paragraph numbers 5 and 12 of Executive Order GA-28, effective at 12:01 p.m. on July 3, 2020, to read as follows:

5. For any outdoor gathering in excess of 10 people, other than those set forth above in paragraph numbers 1, 2, or 4, the gathering is prohibited unless the mayor of the city in which the gathering is held, or the county judge in the case of a gathering in an unincorporated area, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with this executive order;
12. Except as provided in this executive order or in the minimum standard health protocols recommended by DSHS, found at www.dshs.texas.gov/coronavirus, people shall not be in groups larger than 10 and shall maintain six feet of social distancing from those not in their group;

This proclamation shall remain in effect and in full force for as long as Executive Order GA-28 is in effect and in full force, unless otherwise modified, amended, rescinded, or superseded by the governor.



IN TESTIMONY WHEREOF, I have hereunto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 2nd day of July, 2020.



GREG ABBOTT
Governor

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JUL 02 2020

Governor Greg Abbott
July 2, 2020

Proclamation
Page 2

ATTESTED BY:



RUTH R. HUGHS
Secretary of State

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SECRETARY OF STATE
2:30 PM O'CLOCK

JUL 02 2020

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☒ CHECKLIST FOR ALL EMPLOYERS AND EVENT ORGANIZERS

Page 1 of 5

This checklist is for businesses and entities that fall into a category of business type without a more specific minimum standard health protocol on this website. Those businesses and entities should follow the protocols relevant to operations of the business or entity. All employees and customers must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household or, for those engaging in physical activities outdoors, wherever the individual is not able to maintain a safe physical distance from others not in the same household.

The following are the minimum recommended health protocols for all businesses and other entities choosing to operate in Texas. Employers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Employers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Employers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for your employees and contractors:

- ☐ Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- ☐ Screen employees and contractors before coming into the business:
 - ☐ Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:

- Cough	- Sore throat
- Shortness of breath or difficulty breathing	- Loss of taste or smell
- Chills	- Diarrhea
- Repeated shaking with chills	- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Muscle pain	- Known close contact with a person who is lab confirmed to have COVID-19
- Headache	



EMPLOYERS AND EVENT ORGANIZERS: Page 2 of 5

- ☐ Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
 - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has *improvement* in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed *since symptoms first appeared*; or
 - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
 - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- ☐ Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).
- ☐ Conduct temperature checks on all employees and contractors at the beginning of their shift, where feasible.
- ☐ Have employees and contractors wash or sanitize their hands upon entering the business.
- ☐ Have employees and contractors maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- ☐ As appropriate, stagger schedules for employees to minimize close contact:
 - ☐ Stagger break time schedules to minimize interactions between employees and/or contractors.
 - ☐ Stagger start and end times for employees and/or contractors in each shift.
- ☐ Continue to encourage individuals to work remotely if possible.
- ☐ If an employer provides a meal for employees and/or contractors, employers are recommended to have the meal individually packed for each individual.
- ☐ Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. In this case, the decision is up to the individual or their parent, guardian or attendant.

Health protocols for your facilities:

- ☐ If 6 feet of separation is not available between employees, contractors, and/or customers inside the facility, consider the use of engineering controls, such as dividers between individuals, to minimize the chances of transmission of COVID-19



EMPLOYERS AND EVENT ORGANIZERS: Page 3 of 5

- ☐ Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
- ☐ Disinfect any items that come into contact with customers.
- ☐ Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.
- ☐ Consider placing [readily visible signage](#) at the business to remind everyone of best hygiene practices.
- ☐ Contactless payment is encouraged. Where not available, contact should be minimized.
- ☐ Consider having an employee or contractor manage and control access to the facility, including opening doors to prevent patrons from touching door handles.
- ☐ Clean and sanitize the facility regularly, and at least daily.
- ☐ Limit the use of standard-size elevators to four individuals at a time, each located at a different corner of the elevator to avoid close contact. Masks should be worn in elevators. Utilize touchpoint cleaning and nanoseptic button covers if appropriate. For individuals not wishing to ride an elevator, ensure stairways are available for use. As appropriate, individuals subject to the Americans with Disabilities Act may ride the elevator alone or accompanied by the individual's caregiver.
- ☐ For employers with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the employer are being successfully implemented and followed.

If you rent equipment:

- ☐ Disinfect all equipment before and after use.
- ☐ To the extent an individual brings their own equipment to the business, the individual should disinfect the equipment before and after use.
- ☐ Provide equipment cleaning products throughout facility for use on equipment.

Limits on occupancy/group size:

- ☐ The number of customers/patrons inside any indoor facility is limited to 50% of the facility's total listed occupancy.
- ☐ There is no limit on the number of individuals who may be outside at your facility, provided they are following proper social distancing guidelines and comply with the outside events protocols on this website.
- ☐ Configure your facility such that customers or patrons are separated by at least 6 feet from others not within the individual's group while at the facility. The individual's group may not exceed 10 individuals who go to the facility together. A group is defined as no more than 10 persons including the members of the household and those persons who traveled together to the event or facility.



EMPLOYERS AND EVENT ORGANIZERS: Page 4 of 5

- ☐ As appropriate, consider utilizing remote ticketing options to help manage capacity limitations.
- ☐ As appropriate, modify entry and exit procedures to ensure individuals are able to maintain 6 feet separation from individuals outside their group while entering and exiting the facility.
- ☐ No tables of more than 10 individuals.
- ☐ For theater-style seating, ensure proper spacing between patrons by choosing one of these methods to achieve 6 feet social distancing between groups of patrons and to not exceed 50% of the facility's indoor occupancy limits:
 - ☐ For facilities that configure seating arrangements that are not in rows, ensure at least 6 feet of separation between other groups. No tables of more than 10 people.
 - ☐ For facilities that configure seating arrangements in rows, maintain at least two empty seats (or six feet separation) between groups in any row, except as follows:
 - Two or more members of the same household can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
 - Two individuals who are not members of the same household but who are attending together can sit adjacent to one another, with two seats (or six feet separation) empty on either side.
 - Alternate rows between patrons (every other row left empty), as appropriate.
- ☐ If the facility has outdoor seating, individuals should avoid being in groups larger than 10 individuals. Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual's household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

If you serve food and/or beverages:

- ☐ For waiter-provided food service:
 - ☐ Do not leave condiments, silverware, flatware, glassware, or other traditional table top items on an unoccupied table.
 - ☐ Provide condiments only upon request, and in single use (non-reusable) portions.
 - ☐ Clean and disinfect the area used for dining (table, etc.) after each group of customers depart the theater.
 - ☐ Use disposable menus (new for each patron).
 - ☐ If you allow customers to write down their food orders, provide take-home pencils and notepads that cannot be used by other customers.
 - ☐ Have wait staff sanitize or wash hands between interactions with customers.



EMPLOYERS AND EVENT ORGANIZERS: Page 5 of 5

- ☐ For counter food service:
 - ☐ Provide condiments or flatware only in single use, individually-wrapped items, and provide condiments only upon request.
 - ☐ Have employees and contractors follow proper food-handling protocols.
 - ☐ Disinfect any items that come into contact with customers.
- ☐ Clean and disinfect the area used for dining (table, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.

If you provide valet parking services:

- ☐ Utilize the following personal protective equipment for employees and contractors:
 - ☐ Cloth face coverings over the nose and mouth, or, if available, non-medical grade face masks over the nose and mouth
 - ☐ Single-use disposable gloves that are changed between every interaction with customers and/or vehicles
- ☐ Vehicle door handles, ignition switch, steering wheel, and shift knob should be wiped with disinfectant as the valet employee enters and exits the vehicle.
- ☐ All workstations and work equipment should be cleaned at the start and the end of each shift, as well as every hour during the shift. These workstations should include the valet podium, key storage locker, tablets, fee computers, receipt printers, etc.
- ☐ Valet parking operators should employ contactless payment whenever possible.
- ☐ For high volume operations, appropriate physical distancing indicators should be established to ensure customers maintain at least six feet of distance as they wait for their vehicle.
- ☐ Where possible, alternative parking options should be provided for customers who are uncomfortable with valet parking.

If you have video game equipment or other interactive amusements:

- ☐ Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. **Continuous disinfecting is needed to protect customers.**
- ☐ Disinfect all gaming equipment before and after customer use, if possible.
- ☐ Provide equipment disinfecting products throughout facility for use on equipment.
- ☐ Ensure only one player can play a game at a time.
- ☐ Provide for at least 6 feet of separation between games.
- ☐ Provide hand sanitizer throughout the video game or interactive amusement area.



☒ CHECKLIST FOR OUTDOOR EVENTS

Page 1 of 2

Outdoor events, such as July 4 celebrations and other large outdoor gatherings with estimated attendance of 10 or more, are permissible to hold in Texas. The county judge or the mayor, as appropriate, in coordination with the local public health authority, must give approval to such an outdoor gathering or event prior to it being held.

All individuals must wear a face covering (over the nose and mouth) wherever it is not feasible to maintain six feet of social distancing from another individual not in the same household or, for those engaging in physical activities outdoors, wherever the individual is not able to maintain a safe physical distance from others not in the same household.

The following are the minimum recommended health protocols for all outdoor events in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for individuals:

- ☐ Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible. Large gatherings, even those held outside, pose a significant risk to this population.
- ☐ Individuals may not be in a group larger than 10 individuals (including those within the individual's household). Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual's household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.
- ☐ Individuals should maintain 6 feet of separation from others outside the individual's group. A group is defined as no more than 10 persons including the members of the household and those persons who traveled together to the event.
- ☐ Self-screen before going to an outdoor event for any of the following new or worsening signs or symptoms of possible COVID-19:

☐ Cough	☐ Sore throat
☐ Shortness of breath or difficulty breathing	☐ Loss of taste or smell
☐ Chills	☐ Diarrhea
☐ Repeated shaking with chills	☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
☐ Muscle pain	☐ Known close contact with a person who is lab confirmed to have COVID-19
☐ Headache	



OUTDOOR EVENTS: Page 2 of 2

- ☐ Wash or disinfect hands after any interaction with employees, other individuals, or items at the outdoor event.
- ☐ Clean and sanitize any items before and after use.

Local approval factors:

- ☐ Local approval for large outdoor gatherings (those with an estimated attendance exceeding 10 individuals) is appropriate in this instance because a statewide standard is unable to take into account the various factors needed to ensure such a gathering in varied locations is safe and will minimize the spread of COVID-19. Further, business parity is not an issue at large outdoor events.
- ☐ In evaluating large gatherings (those with an estimated attendance exceeding 10 individuals), the county judge or the mayor, as applicable, should consider the following factors:
 - ☐ The overall number of projected attendees;
 - ☐ The likelihood of individuals over the age of 65 attending;
 - ☐ The density of the forum and the ability to ensure social distancing of 6 feet between individuals; and
 - ☐ The level of transmission in the county.
- ☐ Gatherings of less than 10 individuals may proceed consistent with all the health protocols above without approval of the county judge, local health authority, or mayor, as applicable.

**CITY OF FREDERICKSBURG
SPECIAL EVENT HEALTH & SAFETY PLAN**

Please complete the form below by checking each box that applies to your event. Then, using the attached Minimum Standard Health Protocols issued on June 3, 2020, address each checked box in your written health & safety plan. The final section is for write-in items that are not listed below.

Event Name: TEXAS MESQUITE ART FESTIVAL Date Submitted: _____
 Type of Event: ART FESTIVAL - OPEN TO PUBLIC Previous Year's Attendance: 3,600 +
☐ Private Event Current Year Estimated Attendance: 2,400 ± 1000
 Event Location: MKT PLAZA Check all that apply:
☐ Gated/Fenced Event ☒ Public property
☒ Non-Gated/Fenced Event ☐ Private property
☐ On private property but City-Sponsored

Entrance/Exit Areas ☐ Bag Checks ☐ Entrance Lines ☐ Exits/Emergency Exits ☐ Event Information/Welcome or Registration Booth ☐ Staff/Vendor/Volunteer Check-In ☐ Ticket Booths ☐ Ticket Machines/Kiosks ☐ Other: <u>OPEN ON ALL SIDES</u>	Amusements/Carnival/Kid Zone ☐ Caricature Artist or Face Painter ☐ Crafts ☐ Games ☐ Moonwalk/Inflatables ☐ Petting Zoo/Animals ☐ Rides ☐ Ticket Booths ☐ Trackless Train ☐ Other: <u>N/A</u>
Booths/Displays ☒ Art Exhibition/Sale ☒ Craft Show/Sale ☐ First Aid Station ☐ Interactive Marketing/Sponsor Displays & Booths ☐ Merchandise/Souvenir Sales ☐ Specialty/Retail Booths ☐ Sick-Person Isolation Area ☐ Static Car Display ☐ Other: <u>BOOTH/TENT DISPLAY SEPARATED BY 5' WALK THROUGH ON EACH SIDE</u>	Ceremonies and Training ☐ Award ☐ Banquet/Reception ☐ Closing ☐ Employee/Staff or Volunteer Training (pre-event) ☐ Opening ☐ Tree Lighting ☐ Other: <u>N/A</u>
Entertainment/Activities ☐ Church Service ☐ Concert/Live Music ☐ Contest or Tournament ☐ Education Demonstration (i.e. cooking) ☐ Egg Hunt ☐ Ice Skating Rink ☐ Live Auction ☐ Live Entertainment Show ☐ Living History Re-Enactors ☐ Santa Claus/Photos with Santa ☐ Silent Auction ☐ Strolling Entertainment ☐ Other: <u>N/A</u>	Equipment ☐ ATMs ☐ Chairs ☐ Dance Floor/Area ☒ Dumpsters/trash receptacles ☐ Hand Wash Stations ☒ Personal Protective Equipment/PPE ☐ Photo Booth ☐ Portable Restrooms ☐ Signage ☐ Stage ☐ Tables and/or Table Covers ☒ Tents ☒ Use of on-site restrooms ☒ Other: <u>JANITORIAL SERVICES 3X DAILY ALL TRASH EMPTIED • RESTROOMS CLEANED</u>

Food & Beverage ☐ Alcohol Sponsor Booth ☐ Bar ☒ Beverage Booth (TRAILER) ☐ Beverage Truck ☐ Cook-Off Food Booths ☒ Food Trucks/Trailers (SINGLE FOOD VENDOR) ☐ Food plate fundraiser ☐ Free food distribution ☐ Pre-packaged food giveaway ☐ Sampling ☐ Other: _____	Races, Walks, Runs: ☐ After-Party ☐ Finish Line ☐ Registration Area/Booth ☐ Route ☐ Spectator Viewing Area ☐ Starting Line ☐ Water Stations on route ☐ Other: <u>N/A</u>
Parades ☐ Animals/Horses ☐ Floats ☐ Route ☐ Spectator Viewing Area ☐ Staging Area ☐ Other: <u>N/A</u>	Parking/Transportation ☒ Off-site parking lot use (not adjacent to event location) <u>ARTIST TRAILERS ONLY</u> ☐ Free shuttles ☐ Paid/ticketed shuttles ☐ Other: _____
Processions ☐ Finish Area ☐ Route ☐ Starting Area/Staging ☐ Stopping Points ☐ Other: <u>N/A</u>	Other Items Continued (write-in): ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____

Event organizers should disclose the entire scope and nature of the proposed event using extra sheets of paper and attaching documentation. Attach your written (1) Health & Safety Plan; (2) Event Layout (required); and (3) completed Special Events Application to this form and submit no later than 60 days before your event date to: specialevents@fbgtx.org or mail to:



City of Fredericksburg
 Attn: Jennifer Krupa, Special Events Coordinator
 126 W. Main Street
 Fredericksburg, TX 78624

Texas Mesquite Art Festival, LLC

HEALTH AND SAFETY POLICY

POLICY: In order to comply with the City of Fredericksburg Supplemental Order of 29 June, 2020, the following policy will be implemented by the Texas Mesquite Art Festival Director for the scheduled October, 2020 Festival.

EVENT DISCRPTION: A one-of-a-kind art show featuring the beauty of Texas mesquite. Meet the 30 or so artists who make each item from inspired use of the native wood. Open to the public (free) for three days, no alcoholic beverages allowed, security each night and we leave the grounds clean and ready for city inspection the hour we close. Peak attendance this year is estimated at 250 customers/hr. for three hours each day; approximately 1200 per day total.

PRECAUTIONS TAKEN THIS YEAR:

- 1. Social Distancing Protocols;** To the extent possible, individuals should maintain six (6) feet of social distancing while shopping and chatting with the artists. Artists will remain at a comfortable distance from the public unless asked to explain or demonstrate the article to the potential customer. Vender food/drink trailers require standing in line with appropriate social distancing between customers.
- 2. Masks are strongly recommended for all participants over the age of 10.** Social distancing alone is not as effective as wearing a mask to reduce the chance of unintended droplet contact or spread. Used in addition with safe spacing helps reduce the spread of viruses. Frequent announcements will remind patrons/artists to wear their masks while on the Festival grounds.

- 3. Each tent/booth/display will be separated by five (5) feet on each side.**

This additional spacing allows for viewing merchandise from three sides and provides adequate spacing for interaction with the artists.

- 4. Each artist is responsible to provide hand sanitizer dispenser for customer/artist use.**
- 5. The beverage trailer dispenses *canned* cold drinks and hot coffee for the artists/public and is compliant with the expected hygienic standards of the City's Health Dept.**
- 6. Our single food vender is Health Dept inspected and approved. They use no open condiments, all plastic wear is individually pre-packed.**
- 7. Public restrooms are cleaned/restocked three times daily. The facilities are cleaned with 'Lysol' antiseptic spray cleaner each hour the show is open to the public.**

Respectively submitted,



Al Carr, TMA Art Festival Director

CHECKLIST FOR APPLICANTS



THE CITY OF

Fredericksburg, Texas

Special Event Application Checklist

Required:

- ☒ Completed Special Event Application (pages 2-6)
- ☒ Preliminary event site plan, layout, or route (page 7)
- ☐ Proof of general liability insurance (due 10 days before first day of set-up)

If Applicable:

- ☐ \$100 Application Fee (first-time events only)
- ☐ \$150 Expedited Application Fee (less than 60-days in advance of event date)
- ☐ Proof of non-profit status
- ☒ Security deposit
- ☒ Reservation fee
- ☐ Food & Beverage Form (page 8)
- ☐ Street Closure Request Form (page 9)
- ☐ Proof of host liquor liability insurance

Mail all documents to:
City of Fredericksburg
Attn: Special Events Coordinator
126 W. Main Street
Fredericksburg, TX 78624; or

Scan and email to: specialevents@fbgtx.org

Questions? Please call (830) 990-2044

Don't forget to promote your event with the Fredericksburg Convention & Visitors Bureau! Click the link to submit your event:
<https://www.visitfredericksburgtx.com/partners/event-submission-form/>



City of Fredericksburg Parks & Recreation Department Special Event Application

Mail completed application to: Special Events, 126 W. Main Street, Fredericksburg, TX 78624;
or scan and email to: specialevents@fbgtx.org

Use N/A for "not applicable" or leave blank questions or sections that do not apply to your event.

APPLICANT INFORMATION

Name of Organization/Business: Texas Mesquite Art Festival, LLC

Applicant Name/Event Organizer: Al Carr

Address: 178 Horseshoe Bend

City: Fredericksburg

State: Texas

Zip: 78624

Primary phone: (830) 997-1886

Secondary phone: (830) 997-8515

Email address: [REDACTED]

Event Promoter Name: Debbie Reech

Primary phone: (830) 997-8515

Organization/Business Type: ☐ FOR-PROFIT; Event proceeds go to:

☒ *NON-PROFIT *attach proof

☐ INDIVIDUAL

EVENT INFORMATION & LOCATION

Official Event Name: Texas Mesquite Art Festival, LLC

Event date(s): 9-11 Oct 2020

Event History: Is this a first-time event? ☐ YES ☒ NO

Estimated attendance: 3,600

Is the event open to the general public? ☒ YES ☐ NO

Date application submitted: 7/11/2020

Reservation fees are listed per day unless noted; deposit pricing is not included. Non-profits receive 50% discount on reservation fees; banner hanging fee excluded.

*MARKTPLATZ		*Excludes City Hall/Fire Station, Annex, Police Substation & Vereins Kirche	Address: 100 West Main Street, Fredericksburg, TX 78624
Please check all that apply:			
☐ Entire Square: \$2,400/week	☐ Kinder Halle: \$150	☒ Oktoberfest Halle: \$150	
☒ Adelsverein Halle: \$250	☐ Fest Room: \$50	☒ Kitchen: \$50	
☐ Entire Square additional day: \$650 each; ___ # of days	☐ Banner Hanging Fee: \$25 (optional; at front of Marktplatz for 24 hours)	Initial (required): I have read Marktplatz Use Regulations on pages 16-18 of the Special Events Planning Guide.	

*LADY BIRD JOHNSON MUNICIPAL PARK (LBJMP)		*Excludes Park Headquarters Building, swimming pools, RV Park, campsites, dog park, nature trail, tennis court and golf course. Access to such areas may be closed or restricted for events and in the discretion of the PARD.
Please check all that apply:		
☐ **Pioneer Pavilion; \$625 for 4 days (Thursday-Sunday only)	☐ Tatsch House: Fri/Sat/Sun, December & holidays: \$200	
☐ Entire Park: \$1,600 per week; ___ # of add-on days: \$650/day	☐ Tatsch House: weekday (Monday-Thursday): \$150	
☐ Cooler inside Pioneer Pavilion: no fee; non-perishable items only	Initial (required): I have read LBJMP Use Regulations on pages 19 & 20 of the Special Events Planning Guide.	
Outdoor Pavilions: ☐ Pav. #1: \$40 ☐ Pav. #2: \$40 ☐ Pav. #3: \$45 ☐ Pav. #4: \$45 ☐ Pav. #5: \$60		

***Pioneer Pavilion is available for additional add-on days for \$125/day but must be pre-approved by Park Recreation Superintendent.*

EVENT INFORMATION CONTINUED

OTHER PROPERTY

Please check all that apply:

☐ Fort Martin Scott: \$500/day: ___ # of days
___ INITIAL (required): I have read Fort Martin
Scott Use Regulations on page 21 of the
Special Events Planning Guide.

☐ Town Pool: \$200;
restroom access only

☐ Parade/*Other/*Private Property, list location and
address: _____

**Applicant shall submit copy of a letter from property
owner giving written permission for event use.*

Attach more sheets if needed for information below:

Move-in & Set-up (first day of move-in):

Move-in/Set-up Date: 8 Oct 2020

Times: Start: 1200

End: 1830

Indicate dates/times OPEN to attendees:

Event Date: 9 Oct 2020

Times: Start: 1200

End: 1830

Event Date #2: 10 Oct 2020

Times: Start: 1000

End: 1800

Event Date #3: 11 Oct 2020

Times: Start: 1000

End: 1500

Move-Out & Strike (final day):

Move-Out/Strike Date: 11 Oct 2020

Times: Start: 1500

End: 1900

Event day "on-site" Contact Name: Al Carr

Phone: (830) 992-0867

Event website: www.texasmesquiteartsfestival.com

Event information hotline: (830) 997-8515

Is the event free and open to the general public (not including vendors/sponsors, etc.?)

☒ YES

☐ NO

Admission will be made by: ☐ Pre-sold ticket

☒ Free

☐ Pre-registration

☐ On-site sale/registration

Other (please specify): _____

EVENT COMPONENTS

Please check all that apply:

☐ Animals	☐ Aircraft Flyover	☐ Bike Race	☐ Car Show	☐ Carnival
☐ Concert	☐ Cook-Off	☐ Company Picnic	☐ Demonstration or Rally	☐ Fair/Festival
☐ Family Reunion	☐ Fireworks	☐ Fundraiser	☐ Fun Run/Race	☐ Historical Re-Enactment
☐ Motorcycle Run	☐ Parade	☐ Sporting Event/Tournament	☒ Trade, Vendor, or Art Show	☐ Wedding

☐ Other (please list): _____

Event Size: 250 Estimated max. attendance at one time
5 # of Staff/Volunteers expected

30 # of Art/Craft Vendors
1 # of Food/Beverage Vendors

Are you requesting any street closures or to block any city-owned property? ☐ *YES ☒ NO

Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the official **Street Closure Request Form found on page 9.*

Pavement Markings: Will your event be requesting to mark any pavement?

☐ YES*

☒ NO

*If yes, please describe the materials & supplies you are requesting to mark the pavement: _____

When & how will the markings be removed? _____

EVENT COMMUNICATION & SECURITY

During the event what form of communication systems will be used for the following:

Event Management (internal): personal cell phones

Public Address (external): PA system

Events with 1,000 attendees or more; events lasting past 10 PM; or events which provide alcohol require the provision of licensed, bonded and commissioned private security at the applicant's expense. The number of guards and their hours of duty will be determined by the PARD and the security company based on the type of event and number of attendees.

What security/law enforcement agency have you hired for your event? Munoz Security LLC

Contact name: Fernando Munoz Phone: (830) 456-5966

Have you contacted Fredericksburg Police Department in relation to your event? ☐ *Yes or ☒ No

*If yes, who did you speak with? _____

EQUIPMENT, ACTIVITIES & AMUSEMENTS

The following equipment, activities, and/or amusements will be at the event:

☐ Generators; list quantity: _____ and size(s): _____

☐ Canopies/Tents larger than 200 sq. ft.; quantity: _____ and size(s): _____

Sides? ☐ Yes ☐ No; if yes, how many sides will be closed? _____

How will tents/canopies be secured? ☐ Water barrels (preferred) ☐ Stakes ☐ Sandbags ☐ Weights

Other (describe): _____

☐ Stage; quantity: _____

Please check all that apply:

☐ Amplified Sound	☐ *Amusement ride; quantity: _____	☐ Barricades	☐ Bleachers	☐ Chairs	☐ Dance Floor
☐ DJ/Live Music	☐ Drone	☐ Fencing	☐ Fryer	☐ **Inflatables and/or Moonwalks; quantity: _____	☐ Light Towers
☐ Tables	☐ Parked cars for display	☒ Sale of merchandise	☐ Wi-Fi access needed	☐ Other: _____	☐ Other: _____

*Name of company providing amusement rides: _____ Phone () _____

General liability insurance is required naming the City of Fredericksburg as the certificate holder and additional insured.

**Name of company providing inflatables/moonwalks: _____ Phone () _____

General liability insurance is required naming the City of Fredericksburg as the certificate holder and additional insured.

UTILITIES, RESTROOMS & HAND WASHING STATIONS

Will you need use of electricity? ☒ *YES; ☐ 220V ☐ 110V; ☐ NO ELECTRICITY NEEDED

*If yes, what will electricity be used for? vendors displays/computers/lights

**Any electrical work must be made by a licensed electrician. If a licensed electrician is not available, additional power needs must be met by the use of generators and are the responsibility of the event organizer.*

Will you need access to water? ☐ *YES ☒ NO WATER NEEDED

*If yes, what will water be used for? _____

**Event organizers must bring their own food grade hose(s). Non-potable water sources at Marktplatz are marked in purple and cannot be used.*

Please indicate the number of **portable restrooms & handwashing stations** you will have at your event, along with delivery date, pick-up date, and contact information below.

_____ # of regular portable restrooms _____ # of ADA portable restrooms _____ # of hand-washing stations

*Equipment will be delivered on: _____ at _____ (enter time)

Equipment will be picked up on: _____ at _____ (enter time)

Sanitation company name: _____ Phone: () _____

When will items be serviced and how often? _____

**Event organizer or representative must be present for delivery of equipment to ensure proper placement.*

CLEAN UP/TRASH COLLECTING & RECYCLING

Contact name responsible for event clean-up: Al Carr Phone: (830) 992-0867
 Will a dumpster(s) be delivered? ☒ *YES; when? 8 Oct 2020 ☐ NO
 What size dumpster(s)? 900 cu ft
 What provisions will be made for recycling? None
**Event organizer or representative must be present for delivery of equipment to ensure proper placement.*

FIRST AID & EMERGENCY VEHICLE ACCESS

Will your event have a first aid station on-site?

☐ *YES ☒ NO

*Company/Org. Name: _____

Contact Name: _____

Phone: () _____

Events will not be permitted without emergency vehicle access. This access must be available always and events are subject to permit revocation if emergency access lanes are not provided for.

Have you reviewed your layout to verify emergency vehicle access?

☒ YES ☐ NO

FOOD & BEVERAGE:

Please check all that apply:

☐ No food or beverage at event (skip to Signage section)

☒ *Sale of food/beverages

☐ *Distribution of food/beverages

A list of approved food & beverage vendors including their name, address and contact number is required at least 10-days prior to your event date; please use the **Special Event Food & Beverage Vendor List form on page 8.*

☐ Event will sell alcohol (including tips/donations).

Indicate type:

☐ Beer

☐ Wine/Champagne

☐ Liquor

Who will provide the alcohol?

☐ I need a landlord permission letter in order to obtain a TABC permit for alcohol sales.

☐ Event will distribute alcohol at no charge.

Indicate type:

☐ Beer

☐ Wine/Champagne

☐ Liquor

Who will provide the alcohol?

☒ Event will not have alcohol.

Marktplatz events only: will your event need grey water disposal containers? ☐ *YES ☒ NO; Enter Qty. (1 or 2): 0

**The City owns two (2), 270-gallon containers. Placement of the grey water disposal containers is at the discretion of the Parks Department. Servicing of the grey water containers are the event organizer's responsibility. Containers must be emptied no later than two (2) days after the final event day.*

RACES, RUNS, & WALKS ONLY

Complete this section if your event includes a race, run or walk.

Are you requesting any street closures for some or all of your route? ☐ *YES ☐ NO

Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the **Street Closure Request form found on page 9.*

On-site registration will begin at: _____ ☐ am / ☐ pm @ _____ (location)

Starting time (if staggered, please enter all and explain): _____

Describe your route, including starting point and disbanding area:

Start: _____ (location)

Route: _____ (describe distances)

Disband: _____ (location)

PARADES ONLY

Complete this section if your event includes a parade.

Are you requesting any street closures for some or all of your route? ☐ *YES ☐ NO

Street closure requests must be made two (2) months in advance to City Council for any closure four (4) hours or more. Please consider this timeline when submitting your request. Please use the **Street Closure Request form found on page 9.*

Parade staging will begin at: _____ ☐ am / ☐ pm @ _____ (location)

Start: _____ (location)

Route: _____ (describe distances)

Disband: _____ (location)

Estimated number of entries/floats: ____ Will your parade allow animals? ☐ *YES ☐ NO; if yes, what type? _____

*How will you clean-up animal waste? _____

____ Initial; I agree to follow the City's adopted Parade Safety Rules found on pages 22 & 23 of the Special Events Planning Guide.

SIGNATURE & INDEMNITY AGREEMENT

I, the undersigned, hereby confirm that the information stated above is true and correct to the best of my knowledge.

T. A. Carr
Signature of Applicant

7.12.2020
Date

I, THE UNDERSIGNED APPLICANT, AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF FREDERICKSBURG, ITS OFFICERS, EMPLOYEES, AGENTS, AND REPRESENTATIVES AGAINST ALL CLAIMS OF LIABILITY AND CAUSES OF ACTION RESULTING FROM INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING OUT OF THE SPECIAL EVENT.

T. A. Carr
Signature of Applicant

7.12.2020
Date

ADDITIONAL NOTES ABOUT YOUR EVENT (type below):

SEE ATTACHED CERT. OF LIABILITY INSURANCE LISTING CITY OF FBG AS 'ADDITIONAL INSURED'.

----- END OF APPLICATION -----

For City of Fredericksburg Use Only:

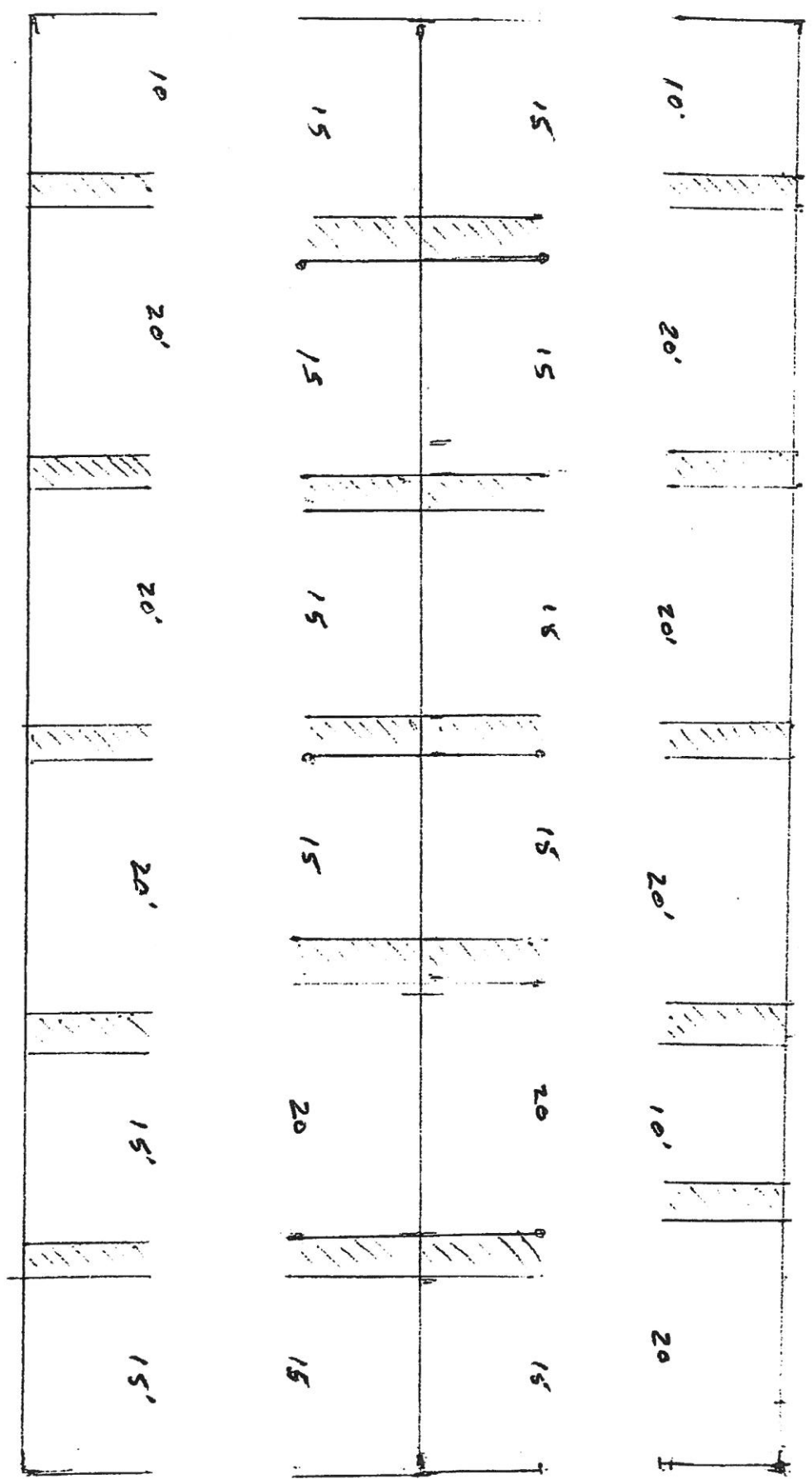
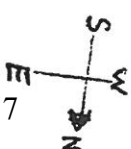
By signature, the City approves this Event, subject to all requirements:

Signature of City Manager or Designated Representative

Date

Additional comments: _____

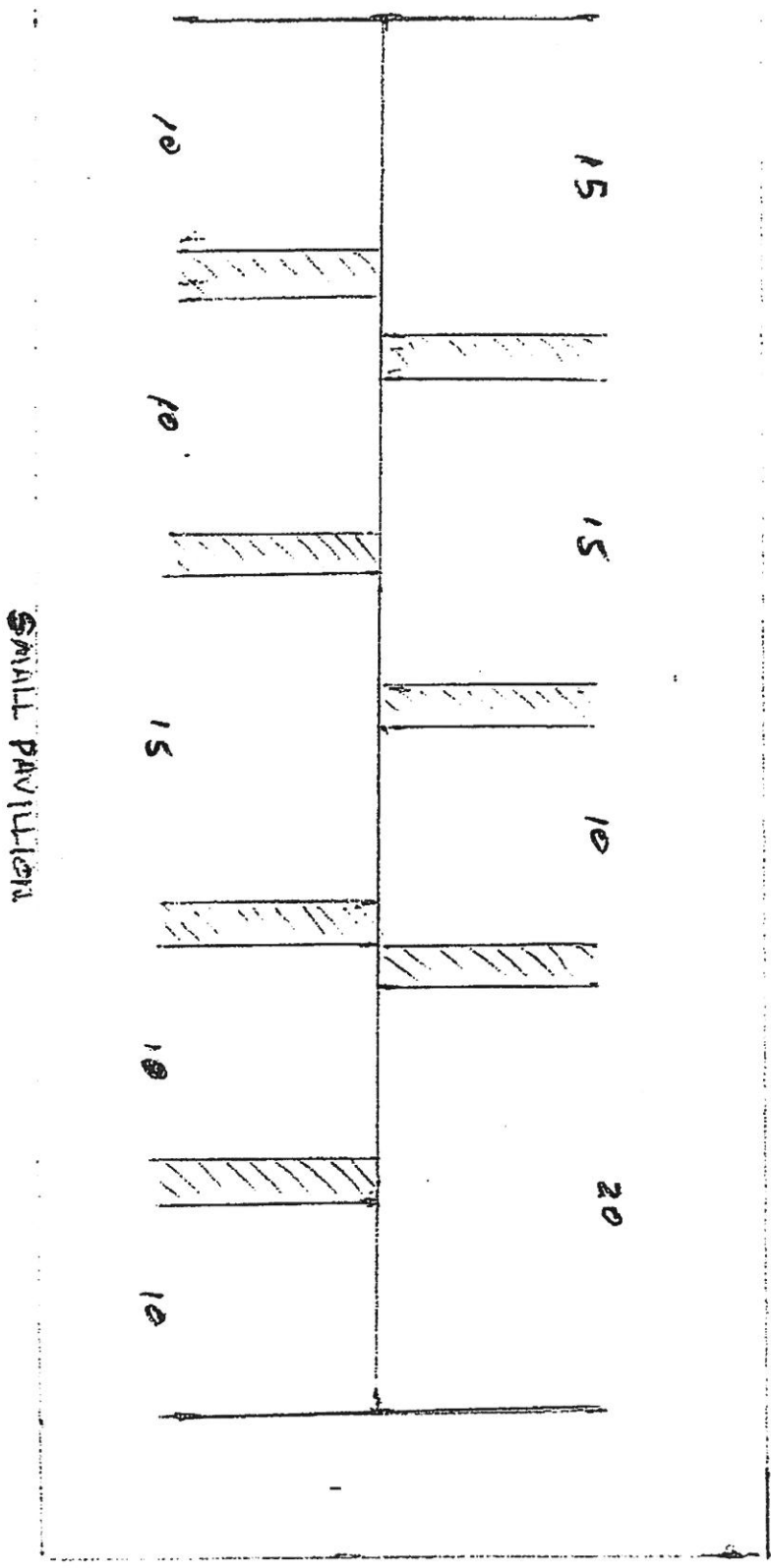
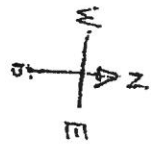
SCALE:
20' TO 1" = 10 FT



MAIN PAVILION
NO ADAMS ST SIDE

SMALL
SCALE

AUSTIN ST. SIDE





SPECIAL EVENT FOOD & BEVERAGE VENDOR LIST

*Complete this form if there will be food and/or beverage vendors at your event,
whether they are selling, distributing or giving food and beverages away.*

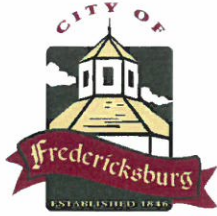
Event organizers must check the requirements for sale/distribution of food & beverages with the Gillespie County Health Division and organizers or their vendors are required to obtain any necessary permits. Each vendor must be in compliance with current City health & fire regulations and have a GCHD permit displayed.

Return form to: specialevents@fbgtx.org

Please add additional sheets if necessary.

Event Name:	Texas Mesquite Art Festival, LLC
Event Date:	9-11 Oct 2020

Business Name	Contact Name	Email	Phone	Current Gillespie County Health Division Permit on file (Y/N)?
CiCi Tortas				Yes
				Yes
				Yes
				Yes
				Yes
				Yes
				Yes



CITY COUNCIL MEMO

DATE: July 14, 2020

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Closing City Facilities

Summary:

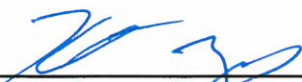
This agenda item is a continuation of the previous discussion about the possibility of closing City facilities due to COVID-19.

Recommendation:

Clinton, Andrea and I are continuing to monitor the public's use of City facilities and how this may be impacting the spread of the Coronavirus. We will have recommendations for the City Council to consider at Monday's Council meeting regarding the need to close any of these facilities.

Background / Analysis:

Attachments:



Department Approval



City Manager Approval



City Attorney Approval



CITY COUNCIL MEMO

DATE: July 13, 2020

TO: Mayor and City Council

FROM: Shelley Goodwin, City Secretary

SUBJECT: Election Update

Summary:

The City Attorney and City Secretary will provide an Update on the November 3, 2020, City General Election.

Recommendation:

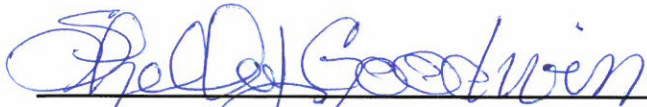
N/A

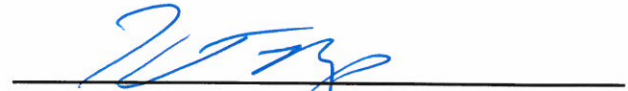
Background / Analysis:

The purpose of the update is to provide the most recent information on the following:

- Postponing May 2nd General Election to November 3, 2020.
- Polling Places/Precinct Requirements
- Latest with regards to voting by mail
- Voter/Worker Safety during Early Voting and Election Day

- Miscellaneous expenses, potential issues, and review the Election Calendar-at-a Glance.


Department Approval


City Manager Approval


City Attorney Approval

Future Agenda Items

City Council

August 3, 2020 Regular Meeting

City Council = Red

3rd and 17th Regular Meetings @ 6p.m.

Special Mtgs 3rd @8:30 a.m., 12th @4p.m., and 24th TBA

Planning & Zoning = Green 8-5-2020 @ 5:30 p.m.

Historic Review Board = Purple 8-11-2020 @ 5:30 p.m.

Board of Adjustment = Blue 8-13-2020 @ 5:30 p.m.

City Events = Yellow

August 21, 2020 City Holiday

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Proclamation

Consent

1. 7-20-2020 City Council Regular Meeting Minutes
2. 7-22-2020 City Council Workshop Meeting Minutes

Ordinances

Resolutions

1. Resolution approving Presiding Judges, Alternate Judges, setting hours, and locations .
2. Resolution approving Joint Election with Gillespie County for polling places.

Public Hearing

Approvals-Misc.

1. Consider appointments to City Boards and Commissions.

Presentations, Discussions and Updates:

1. COVID-19 Update

Executive Session

1. Bill Petmecky claim

August 17, 2020 Regular Meeting

Proclamation

Consent

1. 7-28-2020 City Council Workshop Minutes
2. 8-3-2020 City Council/County Joint Workshop Minutes
3. 8-3-2020 City Council Regular Meeting Minutes

Ordinances

Resolutions

1. TML Legislative Resolutions

Public Hearing

1. Z 2007 – 411 E. Main (Public hearing and approval of Conditional Use Permit)
2. Z-2011 – 206 N. Milam (Public hearing and approval of Conditional Use Permit)
3. Z 2012 - N. Bowie and W. Austin (Public hearing and approval changing zoning R1 to R2)

Approvals-Misc.

1. Windcrest Proration

Presentations, Discussions and Updates:

1. COVID-19 Update

Executive Session