

**CITY OF DECATUR, TEXAS  
ORDINANCE 2026-01-01**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DECATUR, TEXAS, ESTABLISHING EVENT PERMITTING REQUIREMENTS TO BE CODIFIED AS ARTICLE VIII, "SPECIAL EVENTS," OF CHAPTER 7, "LICENSES AND BUSINESS REGULATIONS," OF THE CODE OF ORDINANCES OF THE CITY OF DECATUR, TEXAS; PROVIDING A CUMULATION AND REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Decatur ("City") is a Home Rule Municipality acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

**WHEREAS**, the City Council ("Council") has determined it appropriate and necessary to enact provisions regarding the health, safety, and welfare of the public in regard to special events held in the city; and

**WHEREAS**, the Council finds that the provisions of this Ordinance substantially further the goals of preserving of the health, safety, and welfare of the community; and

**WHEREAS**, the Council, after considering appropriate permitting requirements for special events held in the city, finds that the provisions of this Ordinance will benefit the attendees and holders of special events in the community.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DECATUR, TEXAS:**

**SECTION 1. INCORPORATION OF PREMISES/ FINDINGS.** The foregoing recitals are the findings of the Council and are hereby incorporated into this Ordinance as if set forth fully herein.

**SECTION 2. SPECIAL EVENT PERMITTING PROVISIONS ESTABLISHED.** That the City hereby establishes Article VIII, "Special Events," of Chapter 7, "Licenses and Business Regulations," of the Code of Ordinances of the City of Decatur, Texas, which shall read as follows:

**"Chapter 7 – LICENSES AND BUSINESS REGULATIONS**

**ARTICLE VIII. - SPECIAL EVENTS**

## **DIVISION 1. – GENERALLY**

### **Sec. 7-260. - Purpose.**

Due to their size and special requirements, some gatherings or organized activities may place unique demands on the resources of the city or pose a danger to public health, safety, or welfare. In order to plan for these demands on public resources and to ensure that public health and safety are protected, it is necessary that the city receive advance notice of these special events. The provisions of this Article are intended to address those concerns and are not intended to place an unnecessary burden on any individual's right to association or freedom of expression.

### **Sec. 7-261. - Definitions.**

*Applicant* means a person who has filed an application for a special event permit.

*Application fee* means a base fee established by city ordinance for processing a special event permit application.

*City* means the City of Decatur, a Texas Home Rule City.

*Expressive activity* means conduct, the sole or principal purpose of which is the expression, dissemination, or communication by verbal, visual, literary, or auditory means of opinion, views, or ideas.

*First Amendment activity* means an expressive and associative activity on a public right-of-way that is protected by the United States and Texas Constitutions, including speech, press, assembly, and the right to petition but does not include commercial advertising, revenue-generating activities, fundraising, or a parade as defined herein.

*Force majeure* means and includes fire, casualty, strikes, lockouts, labor trouble, inability to procure materials or supplies, failure of power, governmental authority, inclement weather, acts of God, war or terrorism or the potential or actual threat thereof, public safety or public welfare considerations, riots, or local, national, or international emergencies, or other reason of like nature.

*Neighborhood block parties* means an organized small-scale activity that closes a small number of blocks on a local-service, residential street that is initiated by and intended to attract only local residents who live on or in close proximity to the street being closed and not intended for the general public.

*Parade* means any assembly, march, demonstration, or procession upon public thoroughfares within the city consisting of persons, animals, or vehicles traveling in unison with an intent of attracting public attention and that is reasonably likely to interfere with the normal flow or regulation of traffic upon public thoroughfares.

*Permittee* means the person to whom a permit is granted pursuant to this Article.

*Person* means any individual, assumed named entity, partnership, association, corporation, or organization.

*Promoter* means any individual, assumed-named entity, partnership, association, corporation, firm or organization that promotes, organizes, manages, finances, or holds a special event.

*Public safety plan* means any plan submitted by the applicant setting forth a description and location of emergency services, evacuation, fire prevention, and fire suppression on the property being used for the event, and emergency medical services for entertainers, exhibitors, attendees, and other persons at the event.

*Sidewalk* means that portion of a street between the curb lines or lateral lines of a roadway and the adjacent property lines intended for the use of pedestrians.

*Special event* means a temporary event, gathering, or organized activity, including but not limited to parades, bike races, marathons, fun runs, block parties, parking lot parties, concerts, car shows, carnivals, or festivals involving one hundred (100) or more attendees or one or more of the following:

- (1) Closing or impacting a public street, sidewalk, or trail;
- (2) Blocking or restricting city-owned property;
- (3) Sale or distribution of merchandise, food, or beverages on city-owned property;
- (4) Erection of a tent equal to or greater than one hundred (100) square feet in area;
- (5) Installation of a stage, band-shell, trailer, van, portable building, grandstand, or bleachers;
- (6) Placement of portable toilets on city-owned property;
- (7) Placement of temporary no-parking signs in a public right-of-way;
- (8) Placement of pedestrian boundary markers on city-owned property;
- (9) Placement of additional waste containers;
- (10) Utilizing city staff for a public event;
- (11) Service of alcoholic beverages; or
- (12) Having an impact on public safety.

*Special event permit* means a permit as specified and obtained pursuant to this Article.

*Street* means the entire width between the boundary lines of every way publicly maintained, when any part thereof is open to use by the public for the purposes of vehicular traffic.

*Traffic control plan* means any plan submitted by the applicant that sets forth the regulations of traffic control devices used to facilitate vehicular and pedestrian traffic safely and efficiently through a temporary traffic control area associated with the event.

## **DIVISION 2. – PERMITTING**

### **Sec. 7-262. - Application of ordinance; exceptions.**

- (A) All special events, except for those set forth in section (b), must conform with all applicable provisions of this Article unless otherwise noted.
- (B) The following events are exempt from the provisions of this Article:
  - (1) Motorcades that comply with all traffic laws;
  - (2) Funeral processions;
  - (3) Events which are authorized under a separate agreement or permit issued by the city or other authorizing jurisdiction;
  - (4) An event wholly contained on property specifically designed or suited for the event and that holds a certificate of occupancy for such use, including adequate parking (e.g., Conference Center);
  - (5) Events managed entirely by the City of Decatur Parks; and/or
  - (6) A governmental agency acting within the scope of its functions.

### **Sec. 7-263. - Permit required.**

- (A) It shall be unlawful for any person to conduct a special event without first having obtained a special event permit from the city.
- (B) It shall be unlawful for any person to participate in a special event for which the person knows a special event permit is required and has not been granted.
- (C) It shall be unlawful for any person in charge of, or responsible for the conduct of, a special event to knowingly fail to comply with any condition of the special event permit.
- (D) It shall be unlawful for any person to conduct a special event without first paying the prescribed fee adopted in the City of Decatur Fee Schedule.

### **Sec. 7-264. - Application for permit.**

- (A) A person seeking a special event permit shall file an application with the Director of Development Services, or their designee, upon forms provided by the city. Each application must be accompanied by a non-refundable fee as adopted by the City Council.
- (B) An in person planning meeting for a special event may be required when, in the opinion of a department director, the special event poses additional risks or services that warrant additional detailed planning.
- (C) The Director of Development Services, or their designee, shall ensure that the other licenses and permits, restrictions, regulations, fees for city services, safeguards, or other conditions deemed necessary by individual city departments for the safe and orderly conduct of a special event are requested, submitted, and approved before the special event permit is granted. (i.e., health permit

applications, agreement with police department for police coverage, insurance, etc.). Separate permits will be required for tents, awnings, canopies, or temporary signage in conjunction with the event.

**Sec. 7-265. - Filing period.**

Except as provided below, a special event permit application shall be filed at least sixty (60) days before the intended event date and not more than twelve (12) months in advance of the intended event date. Applications for permits filed less than specified number of days before the event may be considered for public assembly if the Director of Development Services, or their designee, determines that the application can be processed in a shorter time period, taking into consideration the nature and scope of the proposed event and the number and types of permits required to be issued in conjunction with the special event permit.

- (A) A special event application requiring City Council approval must be filed at least sixty (60) days before the intended date of the event, including, but not limited to, the sale of alcohol, an exception to the amplified sound ordinance, street closures, and requests for in-kind services.

**Sec. 7-266. - Submittal requirements.**

The application for a special event permit shall set forth, as a minimum, the following information:

- (A) The name, address, e-mail address, and telephone number of the applicant and the promoter or promoters of the special event.
  - (1) If the promoter or promoters are a person other than the applicant, the applicant shall file a written statement from the promoter showing authority to make the application
- (B) The proposed location(s) for the special event.
  - (1) If the event is to be held on private property, the applicant must submit written permission from the owner of the property or their authorized representative for the use of the property.
- (C) The purpose of the special event and the type of activities held during the special event.
- (D) The date(s) and time(s) the special event will start and end.
- (E) The time at which on-site preparation for the special event will begin.
- (F) The approximate number of persons who are attending per day and for the duration of the special event, including the estimated peak time, and the approximate number of attendees during that peak time.
- (G) The number and types of animals and vehicles that are part of the special event.

(H) In the case of a parade, the following additional information shall be provided:

- (1) A route map;
- (2) Approximate number of participants in the parade;
- (3) Type of participants (ex., animals, floats, etc.); and
- (4) Whether the parade will occupy all or only a portion of the width of the streets proposed to be traversed.

(I) Proof of insurance for the special event.

(J) Site map(s) showing site setup, indicating equipment that will be used by the special event, including the following additional information:

- (1) Location of first aid station and fire lanes for emergency equipment;
- (2) Location and orientation of loudspeakers and any other noise amplification devices to be used by or at the special event, if any;
- (3) Location and size of tents, awnings, canopies, food service booths, or other temporary structures;
- (4) Details for any planned signage; and
- (5) Description of parking and public transportation.

(K) Description of the sale or consumption of alcoholic beverages, if any.

(L) Public safety plan. If the applicant requests the assistance of the City of Decatur Fire or Police Departments for preparing a public safety plan, additional fees will be charged as adopted by the fee schedule.

(M) Traffic control plan showing streets and pedestrian ways that are impacted, and the placement of barricades and detour signage.

(N) Description of the notification process to affected properties owned or occupied immediately adjacent to the special event.

(O) Location(s) of required barricades. If the City of Decatur provides barricades for the event, fees will be charged as adopted by the fee schedule.

(P) Any other information which the city shall find necessary under the standards for issuance.

**Sec. 7-267. - Standards for issuance of permit.**

A special event shall be conducted in such a way that it:

- (A) Will not unnecessarily interrupt the safe and orderly movement of traffic near the location or route.
- (B) Will not require so great a number of police officers to properly police the special event, as normal protection for the city is prevented.

- (C) Will not require so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the special event and adjacent areas.
- (D) Will not interfere with the movement of firefighting equipment in route to a fire. The concentration of people, animals, and vehicles at assembly points will not unduly interfere with proper fire and police protection or ambulance service to areas near such assembly points.
- (E) In the case of a parade, the parade shall be scheduled to move from its point of origin to its point of termination without unreasonable delays in route.

**Sec. 7-268. - Denial, Revocation, and Cancellation.**

(A) The Director of Development Services, or their designee, may deny a special event permit if:

- (1) The special event will conflict in time and location with another event for which a special event permit has already been granted;
- (2) The applicant fails to comply with, or the special event will violate, an ordinance of the city or any other applicable law;
- (3) The applicant makes or permits the making of a false or misleading statement or omission of a material fact on an application for a special event permit;
- (4) The applicant has been convicted of violating this Article or has had a special event permit revoked within the preceding twelve (12) months;
- (5) The applicant fails to provide proof of any license or permit required by this Article, city ordinance, or state law;
- (6) The special event, in the opinion of one or more city departmental directors, would severely hinder the delivery of normal or emergency services or constitute a public threat;
- (7) Insurance requirements for the special event have not been met; or
- (8) The applicant has, on prior occasions, damaged city property and has not paid in full for such damage.
- (9) The applicant owes any fee to the city.

(B) A special event permit shall be revoked by the Director of Development Services, or their designee, upon the following conditions:

- (1) If the Police Chief, Fire Chief, Building Official, or other city official, or their designated representatives, find that any of the provisions of this Article, city ordinance, or state law is being violated;
- (2) If, in the judgment of the Police Chief or Fire Chief, a violation exists that requires immediate abatement, they shall have the authority to revoke a permit; or

(3) The applicant made, or permitted to be made, a false or misleading statement or omission of a material fact on an application for a special event permit.

(C) Prior to denial of a permit, the City of Decatur shall consider alternatives provided by the applicant to the time, place, or manner of the special event that will allow the event to occur without posing a threat to health, safety, or otherwise violate state or local law.

(D) The City may cancel or postpone a special event without prior notice for any significant change in weather conditions or storm event that may adversely affect the public health or safety of the community or for any condition that would place city facilities, grounds, or other natural resources at risk of damage or destruction if the event were permitted to take place. In addition, the City Manager or their designee and City public safety officials have the authority to place additional restrictions on the event if it is deemed that public health, safety, or welfare is being jeopardized.

**Sec. 7-269. - Appeals.**

Decisions of the Director of Development Services, Police Chief, Fire Chief, or any other city official regarding the issuance of a special event permit or the imposition of costs, additional restrictions, or conditions upon the granting of a special event permit may be appealed to the City Manager. Such appeal shall be in writing and be delivered to the City Manager within five (5) business days after the issuance of a decision. When making a determination regarding the appeal, the City Manager shall consider the application under the standards provided in this Article and sustain or overrule the director's decision. The decision of the City Manager shall be issued within five (5) business days and shall be final.

**Sec. 7-270. - Force majeure.**

(A) The City may, in its sole discretion, postpone, cancel, suspend, or close any special event or revoke a special event permit for any force majeure event.

(B) The city shall have no liability for such postponement, cancellation, suspension, or closing. Further, the City shall have no liability for failure to postpone, cancel, suspend, or close a special event for a force majeure event or any other reason.

**Sec. 7-271. - Quarterly reporting.**

The Director of Development Services shall, at least quarterly, provide the City Council a report specifying the occasion upon which he or she has exercised the authority delegated herein, whether granting or denying a permit application, and any other information, material, or transactions applicable to the exercise of that authority.

**DIVISION 3. - SPECIAL PROVISIONS**

**Sec. 7-272. - Applicant parking requirements.**

Applicants shall describe in the site plan that parking and public transportation for the special event have been provided. If parking is planned to be on private property, written evidence that the applicant has a right of possession of the property through ownership, lease, license, or other property interest must be provided.

**Sec. 7-273. - City authority over parking.**

The City shall have authority, when reasonably necessary as determined by the Chief of Police, or their designee, to prohibit or restrict the parking of vehicles along a street, highway, or part thereof adjacent to the site of the special event.

**Sec. 7-274. - Trailers.**

Trailers or other vehicles may be temporarily occupied as living quarters at the site of such special events. Such vehicles and trailers shall be parked not less than three hundred (300) feet from any residential district and shall otherwise comply with all city ordinances and regulations.

**Sec. 7-275. - Amusement rides.**

Rides and/or attractions associated with special events shall conform to the statutory rules and regulations set forth in Chapter 21, Article 21.53 of the Texas Insurance Code, designated the Amusement Ride Safety Inspection and Insurance Act, as amended. Copies of inspection reports will be required.

**Sec. 7-276. - Tents and temporary structures.**

Any special event that includes the use of a tent, canopy, or temporary structure shall meet the requirements in the adopted Fire Code. Fire lanes for emergency equipment must be provided, and the site prepared in a manner so as not to be a fire hazard as determined by the Fire Chief. A certificate of flame resistance shall be provided (i.e. CPAI-84 or NFPA 701) for all tents, canopies, or other membrane structures that are equal to or greater than one hundred (100) square feet in area.

**Sec. 7-277. - Food service.**

Where food service is provided in conjunction with a special event, said operation shall be in compliance with all provisions of the food and food establishment ordinances of the city, as well as all other applicable state and local laws.

**Sec. 7-278. - Sanitary facilities.**

A sufficient number of portable-type sanitary facilities must be provided on the premises as determined necessary using standards as established by the Portable Sanitation Association International ("PSAI").

**Sec. 7-279. - Water usage and disposal of wastewater.**

Applicant shall submit a plan for the disposal of wastewater, including capture and containment, which must be approved by the City for the special event. The plan must be in accordance with local, state, and federal laws.

**Sec. 7-280. - Trash disposal.**

Trash disposal containers must be provided on-site for all outdoor special events. There may be costs associated with the disposal of waste and recycling for larger special events in accordance with city ordinance. The appropriate waste and recycling containers to be selected are dependent upon the location and the number of event participants and visitors, and are to be handled on a case-by-case basis as determined by the Director of Public Works. If special events are held on city-owned property, waste containers, excluding dumpsters, are available onsite for use by the special event, and additional containers or dumpsters may be necessary to provide adequate waste and recycling collection service.

**Sec. 7-281. - Amplified sound.**

(A) When loudspeakers, or any other amplifying device, are to be used in conjunction with the special event, the location and orientation of these devices shall be indicated, along with the planned hours of use, on the site plan.

(B) Speakers that are positioned so as not to adversely affect an adjacent residential district may be used between the hours of 7:00 a.m. and 10:00 p.m. Sunday through Thursday and 7:00 a.m. and 11:30 p.m. Friday and Saturday when a special event permit has been obtained. Applicants shall comply with all city noise ordinances, and any variance requests require approval by the City Council.

**Sec. 7-282. - Signage.**

Signage used in accordance with the special event shall comply with the sign regulations of the City of Decatur under the provisions for special events and promotional signage found in Chapter 15 of the Code of Ordinances. Accordingly, signs advertising the event or directing potential customers to the event site are expressly prohibited from placement in the city rights-of-way.

**Sec. 7-283. - Alcohol.**

It is the responsibility of the applicant to ensure the necessary city and state permits and approvals are obtained if alcoholic beverages will be possessed and/or consumed during a special event.

For special events requiring a permit from the Texas Alcoholic Beverage Commission (TABC), a copy of the state permit shall be required prior to the issuance of a special event permit. Additionally, liquor liability (dramshop liability) or host liquor liability insurance coverage in the amount of one million dollars (\$1,000,000.00) shall be provided, naming the City of Decatur as an additional insured.

**Sec. 7-284. - Inspections.**

Inspections from any city department impacted by the special event may be required to show compliance with city ordinances.

**Sec. 7-285. - Electrical equipment.**

All electrical equipment and installations shall comply with the currently adopted version of the National Electric Code.

**Sec. 7-286. - Direction of traffic.**

Traffic control and direction upon city rights-of-way shall be allowed only by a Decatur Police Officer, Decatur Parking Enforcement Officer, or other sworn Texas law enforcement officer. Vehicular traffic control and direction by private citizens in the city rights-of-way is prohibited unless authorized by the Chief of Police.

**Sec. 7-287. - Police protection.**

(A) When the presence of law enforcement officers is necessary for special events, the applicant shall be responsible for the cost of providing police personnel. Police protection and security must be provided by a licensed peace officer commissioned by the Decatur Police Department unless written approval is granted by the Decatur Chief of Police or designee. The cost for police personnel provided by the Decatur Police Department shall be paid at the rate set by the Police Chief. There is a minimum four-hour cost per individual officer.

(B) The objective standards used to determine the number of law enforcement officers shall be as follows:

- (1) General traffic conditions in the area requested, both vehicular and pedestrian;
- (2) Route to be taken if the special event is a parade or other moving event;
- (3) Duration of the special event;
- (4) Whether all or any portion of a roadway will be closed;
- (5) The estimated number of people who will attend;
- (6) Uses adjacent to the special event, such as residential or commercial areas;
- (7) Time and date of the special event;
- (8) Alcoholic beverages available for consumption at the special event;
- (9) Wild or undomesticated animals at the special event; and
- (10) Need for safety zones (balloon/helicopter launch or landing area, etc.).

(C) All reasonable alternative routes, times, and locations will be considered so as to offer the applicant the option that will provide the lowest costs consistent with the general public health, safety, and welfare. The cost or a portion of the cost of providing police personnel to meet these guidelines may be requested by the

applicant and provided as in-kind services by the city upon approval from the Chief of Police

**Sec. 7-288. - Emergency medical services.**

(A) When the presence of emergency medical service ("EMS") is necessary for a special event, the applicant shall be responsible for the cost of providing EMS personnel. The cost for EMS personnel provided by shall be paid at the rate set by the Fire Chief. There is a minimum three-hour cost per individual.

(B) The objective standards used to determine the number of EMS personnel and ambulances shall be as follows:

- (1) The estimated number of people who will attend;
- (2) The peak hourly attendance;
- (3) Duration of the special event;
- (4) Whether all or any portion of a roadway will be closed;
- (5) Uses adjacent to the special event, such as residential or commercial areas;
- (6) Time and date of the special event;
- (7) Alcoholic beverages available for consumption at the special event; and
- (8) Need for safety zones (balloon/helicopter launch or landing area, etc.).

(C) All reasonable alternative routes, times, and locations will be considered so as to offer the applicant the option that will provide the lowest costs consistent with the general public health, safety, and welfare. The cost or a portion of the cost of providing EMS personnel to meet these guidelines may be requested by the applicant and provided as in-kind services by the city upon approval from the City Council.

**Sec. 7-289. - Clean up; Compliance; Costs.**

The Applicant shall agree to and provide a complete and satisfactory cleanup of all trash and debris on the site, including parade routes and animal waste. At the conclusion of the event, a city representative will inspect the area to ensure that compliance has been met. If it is necessary for the city to accomplish the cleanup, the applicant will be billed to cover the city's reasonable and necessary expenses to provide the cleanup. Payment for the city's expenses to provide cleanup will be due in full within 30 days from the date of the issuance of the billing statement by the city.

**Sec. 7-290. - Traffic control plan.**

When the normal function of a roadway is suspended or disrupted, a Traffic Control Plan shall be required. Traffic control plans submitted as part of the special event application must be approved by the Chief of Police, or his designee. Traffic control barricades, including Type I, Type II, Type III, as well as A-frame, vertical panel, and water-filled options, may be required as part of the Traffic Control Plan.

**Sec. 7-291. - In-kind services.**

The City may find that a special event is in the public interest and a benefit to the citizens, and therefore may grant in-kind services by waiving fees, including but not limited to staff, facility rental fees, and security. Event organizers may submit a request to the city for in-kind services to be approved by the City Council.

**Sec. 7-292. - Neighborhood block parties.**

(A) The City believes that neighborhood block parties are in the public interest and a benefit to the citizens. Persons organizing a neighborhood block party are required to obtain a special event permit from the City and must file an application at least fourteen (14) days before the intended event date. The Director of Development Services, or their designee, may determine that the application can be processed in a shorter time period, taking into consideration the nature and scope of the proposed event.

(B) Neighborhood block parties will be exempt from special event application fees described in this Article, but may be subject to other city fees (e.g., tent permit fees). A process for notifications to affected properties adjacent to the special event must be submitted. Neighborhood block parties are exempt from the insurance requirements set forth in Section 7-295.

**Sec. 7-293. - First Amendment activity.**

(A) Persons organizing a First Amendment activity that is preplanned, scheduled, and promoted for a future date are required to obtain a special event permit from the city and must file an application at least fourteen (14) days before the intended event date.

(B) First Amendment activities will be exempt from special event application fees and costs associated with policing the event. First Amendment activities are exempt from the insurance requirements set forth in Section 7-295.

**Sec. 7-294. - Parades.**

(A) *Interference.* It shall be unlawful for any person to unreasonably hamper, obstruct, impede, or interfere with any parade, parade assembly, or with any person, vehicle, or animal participating or used in a parade authorized under this Article.

(B) *Driving through parades.* It shall be unlawful for any driver of a motor vehicle, bus, or bicycle to drive between the vehicles or persons comprising a parade when such vehicles or persons are in motion and are conspicuously designated as a parade.

(C) *Parking on a parade route.* The Police Chief shall have authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a highway or part thereof. It shall be unlawful for any person to park or leave unattended any vehicle in violation thereof. No person shall be liable for parking on a street unposted in violation of this Article.

(D) *Throwing, tossing, or distribution of materials.* The throwing, tossing, or distribution of candy, beads, or other material from a parade float or other vehicle is specifically prohibited. Candy, beads, or other material may be distributed to spectators by walkers adjacent to parade floats or other vehicles, provided that such distribution does not interfere with the orderly movement of the parade and no spectators are required to move into the parade path to retrieve said material. Any violation of this provision will result in the parade float or vehicle removal from the parade.

(E) *Traffic Control Devices.* The Chief of Police shall have the authority to authorize the installation of temporary traffic control devices for the temporary closure or restriction of city streets and public property for parades or special events. It shall be unlawful for any person to disregard or disobey any such temporary traffic control devices.

## **DIVISION 5. - INSURANCE, INDEMNIFICATION, AND COSTS**

### **Sec. 7-295. - Insurance.**

(A) The applicant for a special event permit shall furnish the city with a certificate of insurance complying with minimum standards sufficient to protect event attendees, the general public, and city-owned property as outlined below, including property damage arising from the special event that impacts or occurs on city property.

(B) The city shall have the right to lower or increase the amount based upon the type of event, equipment, machinery, location, number of people involved, provision of alcohol, and other pertinent factors or risks associated with the special event.

(C) Commercial general liability insurance: Must be provided with combined single limits of liability for bodily injury and property damage of not less than one million dollars (\$1,000,000.00) for each occurrence. Depending on the scope and activities contemplated under the special event permit (i.e., estimated attendance, amusement rides, live animals, aerobatics, etc.), risk management may require higher limits of liability insurance.

(D) Liquor liability insurance: If any alcoholic beverage is sold, served, or otherwise made available to the public at the special event, liquor liability (dramshop) insurance or host liquor liability coverage must be provided by the alcoholic beverage license holder in an amount of not less than one million dollars (\$1,000,000.00) per occurrence. Depending on the scope and activities contemplated under the special event permit (i.e., estimated attendance, amusement rides, live animals, aerobatics, etc.), risk management may require higher limits of liquor liability insurance.

(E) Other insurance: If a special event includes vehicles, aircraft, or other equipment, devices, or activities that are excluded from coverage in the general liability insurance policy, or create a special or increased risk, then separate additional liability insurance coverage for the applicable exclusion(s) must be

provided with the same combined single limits of liability for bodily injury and property damage as outlined in the paragraphs above.

(F) Additional insured: The insurance required in subsections (c), (d), and (e) above shall name the city as an additional insured.

**Sec. 7-296. - Indemnification.**

The applicant, permittee, and/or event sponsor(s) shall defend, indemnify, protect, and hold harmless the city, its officers, directors, employees, agents, successors, contractors, subcontractors, assigns, sponsors, and volunteers from and against any and all liens, claims, demands, loss, liability, cost (including but not limited to attorneys' fees, accountants' fees, engineers' fees, consultants' fees and experts' fees), expense, damage, and causes of action for damages because of injury to persons (including death) and injury or damage to or loss of any property or improvements arising from or caused, in whole or in part, by the acts and/or omissions of the applicant, permittee, event sponsor(s), their officers, directors, agents, employees, contractors, subcontractors, volunteers, and participants in the special event.

**Sec. 7-297. - Fees/costs.**

(A) Fees, other than cost for policing the event, if any, as specified in this Article, shall be established by city council ordinance.

(B) In the event the city determines, upon a review of the application, that a special event may require the special attention and involvement of city personnel or facilities, the city shall so notify the applicant. In such an event, prior to the issuance of a special event permit, the city shall determine the anticipated additional cost to be incurred by the city because of the special event. Prior to the issuance of a special event permit, the applicant shall agree in writing to pay the anticipated additional costs to the city incurred as a result of the special event within thirty (30) days of the date upon which the city invoices the applicant for the anticipated costs.

(C) Failure to pay fees shall be cause for denial of future permits.

**Sec. 7-298. – Offenses and Penalties.**

(A) A person commits an offense if the person:

- (1) holds a special event without a special event permit;
- (2) holds a special event with a special event permit that has expired or has been revoked; or
- (3) violates any terms or provisions of this Article.

(B) This Article specifically dispenses with the requirement of a culpable mental state. A culpable mental state is not required for the commission of an offense under this Article.

(C) An offense under this Article is a Class C misdemeanor punishable by a fine of up to five hundred dollars (\$500.00) for each offense.”

**SECTION 3: CUMULATION AND REPEALER.** That this Ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Decatur, and this Ordinance shall not operate to repeal or affect the Code of Ordinances of the City of Decatur or any ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such ordinances are hereby repealed.

**SECTION 4: SEVERABILITY.** Should any provision of this Ordinance be held invalid or unconstitutional, the remainder of such Ordinance shall not be deemed to affect the validity of any other provision of said Ordinance.

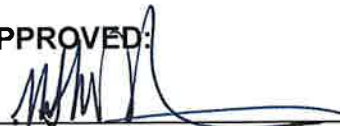
**SECTION 5: PENALTY.** No person shall violate a provision of this Ordinance. The fine amount to be assessed for each offense in violation of this Ordinance shall be between one dollar (\$1.00) and five hundred dollars (\$500.00). This Ordinance dispenses with the requirement of a culpable mental state.

**SECTION 6: PUBLICATION AND EFFECTIVE DATE.** The City Secretary is hereby ordered to publish this ordinance in accordance with state law. This Ordinance shall take effect immediately.

**PRESENTED ON FIRST READING** on the 22nd day of December, 2025.

**PRESENTED ON SECOND READING AND APPROVED** this the 12th day of January, 2026, by a vote of 7 ayes, 0 nays, and 0 abstentions, at a meeting of the City Council of the City of Decatur, Texas.

APPROVED:




Mike McQuiston, Mayor

ATTEST:

  
Asucena Delgado, TRMC, CMC, City Secretary

APPROVED AS TO FORM:

  
Pam Liston, City Attorney