



**AGENDA MEMO**  
12/06/2016 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Greg Spradlin, Chief of Police

**SUBJECT:** Holiday Hayrides

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**BACKGROUND:**

On October 18, 2016 the City Council approved the Holiday Hayride event for UP Elementary which will occur on Thursday, December 8<sup>th</sup>.

Unfortunately, after receiving City Council approval the original sponsor backed out of the event dates for Armstrong, Bradfield and Hyer Elementary schools. These schools were able to find another sponsor, but that sponsor required different days (listed below), therefore this request is returning for approval by the City Council.

In the past, the University Park Preschool Association (UPPA) has held Holiday Hayrides which raised funds benefiting each elementary school in the Highland Park Independent School District. This event utilizes seven (7) flatbed trailers whereby children and families ride to view the holiday lights in the City of University Park. Therefore, Staff requests City Council consideration of this event.

**DATES & TIMES:**

Tuesday, December 13 <sup>th</sup>	Hyer	Event begins at 5:00 pm Hayride is from 6:45 to 7:45 pm
Thursday, December 15 <sup>th</sup>	Armstrong/Bradfield	Event begins at 5:00 pm Hayride is from 6:45 to 7:45 pm

**RECOMMENDATION:**

Staff recommends the Holiday Hayride event with the following stipulations:

- There must be two adult chaperones on each trailer throughout the hayride
- There must be a UPPD lead vehicle and follow up vehicle behind the last trailer; to ensure non-participating vehicles do not cause a safety issue
- The UPPD lead and follow up vehicles will be staffed by an off-duty police officer hired for this event