



**TOWN OF HORIZON CITY
MEMORANDUM**

Date: April 14, 2026

To: Honorable Mayor and Members of City Council

From: Art Rubio, Planning Director

SUBJECT: On a Resolution authorizing the Town of Horizon City to sponsor Officer Jacob Arellano Foundation on their Run Sober, Run Safe 5K and 1 mile walk by waving the Special Event Permit application fee.

PURPOSE: This is a resolution to sponsor the Run Sober, Run Safe 5K Run and 1 Mile Walk Event. Sponsorship includes the Special Event Permit application fee of \$500.00 and Horizon City PD Traffic Control. This event will start at Horizon High School to Eastlake north and back to Eastlake south ending at Horizon High School. The event will take place May 2, 2026, from 8 am to 9:30 am.

IMPACTS OF DISAPPROVAL: Disapproval of this Resolution would impact the Officer Jacob Arrelano Foundation affordability of the event.

MOTION RECOMMENDATION: A Resolution to sponsor the Officer Jacob Arellano Foundation Run Sober, Run Safe 5K and 1 mile walk event, waiver of the Special Event Permit Application fee and Traffic Control for the event.

Attachment: Resolution, Application

TOWN OF HORIZON CITY

RESOLUTION

WHEREAS, the Officer Jacob Arellano Foundation is a non-profit organization \ honoring the life and legacy of Officer Jacob Arellano, whose life was taken too soon by a drunk wrong-way driver;

WHEREAS, on May 2, 2026 in the Town of Horizon City the Foundation will hold Run Sober, Run Safe Race a professionally timed 5K run for competitive and recreational runners, along with a 1-mile walk for families and community members who want to participate in an event dedicated to promoting sober driving, accountability, and community safety while bringing together runners, walkers, law enforcement, families, and community partners;

WHEREAS, the race is designed to be both competitive and inclusive — honoring service, raising awareness, and working to prevent future tragedies;

WHEREAS, the race includes the **Law Enforcement Challenge** calling on all law enforcement officers in the region to complete the race wearing full law enforcement uniform and duty gear. The first place Male Officer and first place Female Officer to finish the 5K will each win a trip to Dallas, TX to participate in the Run for the Blue in July 2026;

WHEREAS, the City Council has determined that the Officer Jacob Arellano Foundation's mission is of great service to the community by promoting sober driving and creating a family-oriented event encouraging physical fitness and healthy lifestyles;

WHEREAS, the Law Enforcement Challenge also supports the fitness and health of the law enforcement members participating which is also of benefit to the Town of Horizon City; and

WHEREAS, the Town of Horizon City and the Horizon City Police Department would like to assist with sponsoring the Run Sober, Run Safe Race.

NOW THEREFORE, BE IT RESOLVED by the City Council of the Town of Horizon City as follows:

1. The City Council agrees to waive the \$500.00 event fee; and
2. The Horizon City Police Department providing traffic control and other law enforcement services in connection with the Run sober, Run Safe Race on May 2, 2026, will waive their customary fees donate their time to the Officer Jacob Arellano Foundation

Passed and approved the _____ day of April 2026.

TOWN OF HORIZON CITY

By: _____
Andres Renteria, Mayor

ATTEST:

By: _____
Elvia Schuller, City Clerk

APPROVED AS TO FORM:

By: _____
Sylvia Borunda Firth
City Attorney



SPECIAL EVENT PERMIT APPLICATION

14999 Darrington Road, Horizon City, TX • (915) 852-1046 (T) • (915) 852-1005 (F) • www.horizondcity.org

Case: _____

APPLICANT INFORMATION

Name or Organization: *Officer Jacob Arellano Foundation*
 Address: *745 Thropton* City/State/Zip: *Horizon City TX 79928*
 Home/Work Phone: *915-603-8554* Cell: _____ Fax: _____
 Email: *fmakp.officer@ig.com*

APPLICANT ORGANIZER OR REPRESENTATIVE

Representative Name: _____
 Address: _____ City/State/Zip: _____
 Home/Work Phone: _____ Cell: _____ Fax: _____
 Email: _____

EVENT INFORMATION

Official Name of Event: *Run Sober Run Safe 5K / 1 mile walk*
 Event Type: Parade Procession Run/Walk Bike Race March Bazaar/Carnival Block Party Celebration
 Street Dance Street Festival Street Display
 Other (Explain): *5K run 1 mile walk*

Will there be any amusement rides? Yes No | If yes, please submit details for planned amusement rides.

Propose of Event: Fundraiser Community/Neighborhood Activity School Activity Religious Activity
 Other (Explain): _____

Target Audience: Children Teens Families 18 and Over 21 and Over

PARADES / PROCESSIONS / RACES / MARCHES ONLY

Location Assembly (Where do participants start): *Horizon High School*
 Route or Event Location Description: *East/lane north / East/lane South back to Horizon High School*

How will participants be released? All at Once In waves/groups (describe) *1st wave 1 mile walk 2nd wave 5K runners*
 Other (describe) _____

Describe Release: _____

What type of entertainment & activities will take place (music, games, etc.)? _____

Will you be using a park or other park property in conjunction with your event? Yes No

EXPECTED ATTENDANCE

	Number	Number
Spectators/Attendees:	<i>250/300</i>	Other(Specify): _____
Participants/Event Staff/Volunteers:	<i>HCPD Explorers</i>	
Vehicles:	<i>HCPD</i>	Number of people expected during peak hour: _____

PUBLIC RELATIONS

This information will be released in response to inquiries from the public and may be published online and/or through other media.

Name: Same as Applicant Same as Contact Private Event Other: _____
 Phone: _____ Email: _____
 Website: _____

TRAFFIC AND EVENT TIMES

If the event includes multiple date, please enter the overall date below and proceed to individual date breakdown.

TRAFFIC CONTROL: TIME YOU NEED THE STREET/TRAFFIC MONITORED <i>(include setup and cleanup times)</i>			EVENT TIMES: TIME THAT PARTICIPANTS/ATTENDEES WILL BE PRESENT ON CITY RIGHT-OF-WAY		
<input type="checkbox"/> Multiple Traffic Control Dates			<input type="checkbox"/> Multiple Event Dates		
Traffic Control	Date	Time	Event	Date	Time
START:	05/02/26	7:45 am	START:	5/2/26	8:00 am
END:	05/02/26	9:30 am	END:	5/2/26	9:30 am
MULTIPLE DATE BREAKDOWN					
Date	Time Start	Time End	Date	Time Start	Time End

ANIMALS

Will your event feature animal? Yes No

Important Note:
Applicants are required to keep event footprint clean & free of animal excrement during the event.

Type(s) of Animals: _____

Will on-site housing be provided? Yes No

Describe Housing: _____

AMPLIFICATION USE

Will your event use amplified devices? *(Answer YES if your event will feature loud speakers, microphones, or amplified instruments.)* Yes No

Microphones	Speakers	Amplifiers	Other:
Quantity: 1	Quantity: 2	Quantity: 2	Quantity: _____

Purpose of Amplification: Announcements Ambience Concert Advertising Provide Services

Location Description of Amplification Devices: _____

*Amplification utilized during the event shall comply with noise standards as set forth in the Municipal Code.

EVENT CLEANUP

Method of Street/Right-of-Way & Park Cleaning: Applicant City Cleaning Services 3rd Party Professional Services: _____

On-Site Responsible Party for Cleanup: _____

Phone: _____ Cleaning and Sanitation Plan Description: _____

The Town of Horizon City requires applicant to clean the street, sidewalks, parks and other rights-of-way from all event litter and debris. In the event that the areas are not cleaned by the applicants, the City may perform such cleaning at a cost to the applicant. Arrangements may be made in advance to perform the cleaning, at a cost, by the requesting the services below.

If requesting City Cleaning Svcs
Type of cleaning requested: _____

ALCOHOL SALES AND CONSUMPTION

Insurance and other provisions may be required when serving, consuming or selling alcohol. All alcohol sales require a TABC License.

Will alcoholic beverages be sold, served or Consumed at the event? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will alcoholic beverages be sold, served or Consumed in a City Park? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will alcoholic beverages be sold, served or consumed On City Right-of-Way? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(FOR ALCOHOL SALES ONLY) Trade Name of TABC License Applicant: _____		

TRAFFIC CONTROL PLAN - Required for Parades, Block Parties, or other Street Closures

Barricade Company:	HCPD TCP
Description of Closure: (Street, Lane, Sidewalk, etc.)	Horizon + Eastlake to P/e #52

POLICE AND SECURITY

Parades Only: Will someone other than Horizon Police Department conduct traffic Enforcement services? Yes No

If yes, what office or organization:

The office or organization must submit a signed letter on department letterhead indicating that they will be providing traffic enforcement services.

Are you hiring security guards? Yes No Number of Guards:

Security Company:

Contact Person:

Address: _____ City/State/Zip: _____

Work phone: _____ Cell: _____ Email: _____

Officers Company:

Contact Person:

Address: _____ City/State/Zip: _____

Work phone: _____ Cell: _____ Email: _____

FIRE AND SAFETY

All temporary fencing, barriers and temporary structures must be detailed on the site plan.
A public safety plan, crowd managers and / or fire guard may be required and must be approved by the Fire Department

Will temporary fences or barriers be erected? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Will temporary membrane structures be erected? (tents, canopies) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No V hit	Will stages or other structures be erected? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Describe the purpose of structure(s)? Vendor Booths, registration area, and hydration station.		
Quantity and Size of Structure(s): 10-15 Tents 10x10 each		
How will you supply electrical power to your event? Electrical Outlet from the gym		
Will compressed gasses be used? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	(If yes,) Flame Type: <input type="checkbox"/> Cooking <input type="checkbox"/> Display/Ceremonial	Will the event feature or utilize fireworks/pyrotechnic? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Contractor Company:

Contact Person:

Address: _____ City/State/Zip: _____

Work phone: _____ Cell: _____ Email: _____

Will restaurants, bars, clubs or other businesses within the event footprint participate in the event? Yes No

Business Name	Contact Name	Address	Phone Number

FOOD SALES

Will the event feature food, beverage or merchandise vendors?
 Yes No

Approx. # of food locations: _____ Approx. # of beverage locations: _____

Approx. # of pre-packaged food locations: _____ Approximate # of exposed food locations: _____

ACKNOWLEDGEMENT

I understand that a deposit and any additional cost estimate for the City Services (excluding Parks), including Police and/or cleaning, must be paid within 5 days of the date upon which the City informs the applicant of the amount. (Typically the cost will be invoiced)	Initials L.P.
I understand that any cost estimate I am provided (excluding Parks) is only an approximation of the actual cost. I will be responsible for paying the full cost of the City Services provided to me, which may be higher than estimates provided.	Initials L.P.
If requesting City Cleaning Services: I hereby request that the City provide the cleaning as indicated above and as the City and its employees deem appropriated. I am obligated under the City Code to keep event areas clean of all litter and debris, whether caused by myself, participants, or spectators to the event. I agree to pay the City for the costs of such cleaning services when I am billed for such services.	Initials

Applicant will coordinate with the applicable City Departments, state or federal agencies to obtain any necessary permits and approvals required for the proposed event and use of premises, including, but not limited to, sound amplification and the sale of alcoholic beverages.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other public places, it is understood that the applicant(s) contained herein Do hereby release and discharge the City, its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries, and damages that may be suffered which arise out of or result from participation in this event.

ACKNOWLEDGMENT: I attest that this application is complete and accurate to the best of my knowledge. I understand that any inaccurate or incomplete information provided on this application may delay obtaining the special event permit.

Other Saab Bellow Foundation

 (Applicant Name)

Other Saab Bellow Foundation

 (Applicant Organizer or Representative)

[Signature]

 (Applicant's Signature)

[Signature]

 (Representative Signature)

 (Date)

 (Date)

OFFICE USE ONLY

Received Date: _____

Received By: _____

PLANNING DIRECTOR or DESIGNEE DETERMINATION

Approval Date: _____

Fee (\$500), Deposit & Additional Costs: _____ Invoice #: _____

Other information needed: _____

Reason for Denial: _____

Denial Notice Date: _____