

ORDINANCE NO. O-2025- 45

AN ORDINANCE AMENDING ORDINANCE NO. O-2017-21 OF THE CITY OF PHARR TEXAS ESTABLISHING REQUIREMENTS, ADMINISTRATIVE APPROVAL, ROUTES FOR ALL RUN/WALK EVENTS AND OTHER APPLICABLE ACTVITIES; AUTHORITY; AREA; DEFINITIONS; PROHIBITIONS; EXCEPTIONS; ENFORCEMENT, PUNISHMENT, PENALTIES AT LAW AND EQUITY; INCLUSION IN PHARR CODE OF ORDINANCES; INCORPORATION OF OTHER ORDINANCES; REPEALING CONFLICTING ORDINANCES AND EFECTIVE DATE

WHEREAS, RunWalk events promote community health and wellness while requiring appropriate safety measures and city coordination; and

WHEREAS, the City of Pharr desires to regulate Run/Walk events to protect public safety by regulating traffic, noise, aesthetics, and other impacts; and

WHEREAS, Run/Walk events often require the provision of public services, including police, fire, transportation, and public works; and

WHEREAS, the City manages run/walk events by ensuring they are appropriately sized for their venues, provide adequate participant services, achieve sufficient cost recovery to offset municipal expenses, do not compromise the City's ability to deliver essential services to all residents, and minimize disruptions to neighbors and the broader community; and

WHEREAS, the City of Pharr finds it in the best interest of the City, its residents, and event attendees to establish designated routes for run/walk events and require race organizers to pay fees as determined by City staff to ensure proper event management and cost recovery.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PHARR, THAT:

SECTION 1: DEFINITIONS

Run/Walk Event - An organized event of any designated distance involving walking, running, racing, or similar activities, including but not limited to, 5k, 10k, half marathon, marathon.

5K Run/Walk: A walking/running event of five kilometers (3.1 miles).

Person: Any person, firm, partnership, association, corporation, company, or organizations of any kind.

SECTION 2: APPLICATION PROCEDURES AND REQUIREMENTS

A. Application Deadline

Not less than sixty (60) days before the date on which a race/run/walk event is to be held, any person(s) or representatives of the organized activity shall file an application for a permit with the Special Events Department.

B. Required Application Information

The application shall be submitted and shall include the following information:

- 1. Organizer Information:** Name, address, and contact information.
- 2. Organization details:** If the event is proposed to be conducted for, on behalf of, or by an organization
- 3. Event Chairman:** Name, address and contact information of the person who will be the event chairman
- 4. Event Schedule:** Proposed date(s) and time schedule
- 5. Route selection:** As approved by the City of Pharr
- 6. Participation Details:** Expected participant count and registration process.
- 7. Safety Plan:** Safety and medical preparation plan.
- 8. Insurance:** Copy of the general and/or special liability insurance policy and declarations and/or bonds (\$1,000,000.00) covering event and activity personnel, visitors, invitees, and participants.

C. Review Process

Following timely submission of the application and all necessary information, the application shall be reviewed by:

- Director or designee of the Department of Public Works
- Fire Chief or designee
- Police Chief or designee
- Director or designee of Parks and Recreation Department

The review ensures all safety, logistical, and operational requirements are met.

D. Decision Authority

The reviewing personnel shall submit individual reports to the City Manager with their recommendations for approval, denial, required conditions, or additional fees needed for compliance or cost reimbursement. The City Manager makes the final decision on the application.

E. Approval Criteria

Application shall be subject to the following factors:

- 1. Location Adequacy:** Adequacy of the location of the start and finish line.
- 2. Scheduling:** The dates and times of the run/walk event, or whether such event will conflict with a city sponsored or city-wide event.
- 3. Capacity:** The maximum participant count organizers will allow in the event.
- 4. Clean-up Plan:** The plan governing all event clean-up procedures must be reasonable and comply with legal standards for sanitation, health, and prevention measures throughout the entire event.
- 5. Safety Plans:** The plan governing fire, smoke, traffic, food preparation and sales, parking, and security hazards and their prevention must be reasonable and comprehensive throughout the event.
- 6. Parking Plan:** The plan governing all event and activity parking, including locations designated solely for parking purposes, must be reasonable and comprehensive.
- 7. Medical Preparations:** The preparations for providing adequate ambulance and medical care during the event and activity must be reasonable and sufficient.
- 8. Insurance Coverage:** The general and/or special liability insurance policy, declarations, and/or bonds must be adequate and sufficient to cover the event, personnel, visitors, invitees, and participants.
- 9. Public Safety:** The conduct of the event must not be likely to cause injury to people or property, promote disorderly conduct, or create a disturbance.

F. Decision Timeline and Appeals

Notice of Rejection.

Within five (5) business days of receiving all recommendations from the reviewing officials, the City Manager shall decide on the event permit application, and the Special Events Department shall either issue the permit or mail a denial notice with reasons to

the applicant within five (5) business days of the City Manager's decision.

Appeal Procedure

Any person may appeal the denial of an event permit to the City Commission by filing a notice of appeal within three (3) days of the denial, and the City Commission shall hear the appeal at the next regular meeting for which proper state law notice requirements can be satisfied.

Alternative Permit

The City Manager may deny an application but authorize the event on an alternative date, time, or route, and the applicant may accept this alternate permit by filing written notice with the City Manager within three (3) days, with such alternate permits conforming to all requirements and having the same effect as a standard event permit under this section.

G. Permit Specifications

Each event permit shall specify:

- Date and starting/ending times
- Type of event activity authorized
- Special limitations or required conditions
- Starting/ending areas and street portions to be traversed or occupied
- Maximum event length in miles
- Name of the event's chairperson
- Any other information the City Manager deems necessary for ordinance enforcement.

H. Duties of Permittee

A permittee shall comply with all permit directions and conditions and with all applicable laws and ordinances.

Permit Possession

The event chairperson or other person heading or leading such activity shall carry the event permit upon their person during the conduct of the event.

I. Public Conduct During Events

- 1. Non-Interference:** No person shall unreasonably hamper, obstruct, impede, or interfere with any event, event assembly, or any person, vehicle, or animal participating in an event.
- 2. Vehicle Restrictions:** No driver shall drive between vehicles or people comprising an event when they are in motion and conspicuously designated as part of the event.
- 3. Parking Restrictions:** The Chief of Police may prohibit or restrict vehicle parking along highways or roads that are part of an event route when reasonably necessary and shall post signs or take other actions to notify the public, with violations of such parking restrictions being unlawful.
- 4. Distribution Prohibition:** No event participant shall throw, give, or offer any material, candy, pamphlets, or other articles to spectators viewing the event.

J. Permit Management

Revocation Authority

The City Manager has the authority to revoke an event permit for violations of the issuance standards set forth in this ordinance.

Violation of Permit Terms

It shall be illegal for any permit holder to violate the terms of their event permit.

SECTION 3: ROUTES FOR RACES/RUNS/WALKS

A. Available Route

The following route is available to Organizers:

- St. Patrick's Day 5K Route (Exhibit A)**

B. Permitted Day and Times

Saturday only: 7:30 A.M. - 12:00 P.M.

C. Event Frequency Limitations

- January 1 and weekend prior to Memorial Day:** No more than three (3) events

- **June through August:** No more than two (2) events
- **Weekend after Labor Day to weekend before Thanksgiving:** No more than three (3) events

D. Additional Route Restrictions and Permissions

1. **Vehicular Race Prohibition:** No vehicular races shall be permitted.
2. **Multi-Modal Events:** Events that include multiple modes of travel (such as walking, running, and bicycling) shall be permitted provided the start times for different modes are staggered.
3. **Route Determination:** Prior to issuing a Community Event Permit, City staff shall determine the specific roadway portions or lanes available for participant use based on safety considerations and preserving access to businesses and other scheduled activities along the route.
4. **External Events:** Races/walks/runs may be permitted on other city streets if most of the event occurs outside the city and the portion within city limits does not exceed one-half mile in length, with such events being exempt from the time and frequency requirements specified in this Section.
5. **City Event Conflicts:** Run/walk or race events are prohibited on the weekend designated by the City of Pharr for its annual events unless the City Commission approves otherwise.

SECTION 4: FEES

A. Application Fee

The application shall be submitted with a **non-refundable \$500.00** application fee payable to the City of Pharr and include all information described in Section 2, subsection (b).

B. Fee Exemptions

The \$500.00 non-refundable application fee shall not apply to:

- Public schools
- Parochial schools
- Charter schools
- Non-profit organizations
- Church events.

C. Contingent Fee

Upon approval of the event permit, the applicant shall be required to pay a balance fee of **\$4,500.00** to the City of Pharr. This fee ensures proper event management, recovery of municipal costs, and coverage of public services associated with the event.

Total Event Cost: \$5,000.00 (excludes exempt organizations)

SECTION 5: PROHIBITION AND EXCEPTIONS

A. Prohibited Activities

- 1. False Information:** It shall be unlawful to submit false information or materials on an application, or to conduct an event or activity without receiving final written approval and necessary permits from the City of Pharr in accordance with this ordinance.
- 2. Conspiracy to Circumvent:** It shall be unlawful to knowingly conspire to circumvent this ordinance by allowing the unauthorized use, transfer, or possession of a permit, license, or other authorization or agreement.

B. Exemptions

This Ordinance shall not apply to an event contracted or sponsored by the City of Pharr.

SECTION 6: ENFORCEMENT; PUNISHMENT; PENALTIES:

A. Enforcement Authority

Should any person or business violate the prohibitions contained herein or allow the commission of any act or condition that proximately resulted in a violation of this ordinance, the City Attorney may take any action to enforce this or any ordinance to prevent and summarily abate the action and remove or seize any objects used to violate this ordinance.

These actions may also include but not be limited to:

- Abatement of any premises or property
- Closure and condemnation
- Removal of any person or thing
- Court action
- Suspend, cancel, or void any license or permit issued by the City of Pharr or a state or federal agency
- Any and all other relief as may be necessary

B. Criminal and Civil Penalties

- 1. Criminal Violations:** Class C misdemeanor
- 2. Court Appearance:** Maximum penalties allowed by law for failing to appear in Court when charged with an offense.
- 3. Civil Penalties:** Up to \$1,000.00 per violation, or the maximum allowed by law
- 4. Multiple Prosecutions:** If conduct constituting an offense under this ordinance also constitutes an offense under another law, the person may be prosecuted under all applicable laws.

SECTION 7: REPEAL OF CONFLICTING ORDINANCES

This Ordinance shall incorporate herein all other ordinances and those that exist in the Pharr Code of Ordinances related to similar events. Any ordinance in direct conflict with this Ordinance is repealed to the extent of the conflict, and this Ordinance shall supersede any provisions in conflict herewith. All other provisions of the above-described ordinance shall remain in full force and effect.

SECTION 8: SEVERABILITY

If any section, part of provisions of this Ordinance is declared unconstitutional or invalid, such declaration shall not affect the validity of the remaining sections, parts or provision of this Ordinance.

SECTION 9: PUBLICATION AND EFFECTIVE DATE

The Ordinance shall take effect and be in force from and after its passage and approval on three (3) separate readings in accordance with Section 8, Article 3 of the Charter of the City of Pharr, Texas. Publication may also be in caption form as allowed under Section 9 of the Pharr City Charter.

**PASSED AND APPROVED ON THE FIRST READING BY THE BOARD OF CITY
COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 6th day of October,
2025.**



CITY OF PHARR, TEXAS

AMBROSIO HERNANDEZ
MAYOR

ATTEST:


IMELDA PEREZ, CITY CLERK

PASSED AND APPROVED ON THE SECOND READING BY THE BOARD OF
CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS, on this the 3rd day of
November, 2025.



CITY OF PHARR, TEXAS


AMBROSIO HERNANDEZ
MAYOR

ATTEST:


IMELDA PEREZ, CITY CLERK

PASSED AND APPROVED ON THE THIRD AND FINAL READING BY THE
BOARD OF CITY COMMISSIONERS OF THE CITY OF PHARR, TEXAS on this the 17th
day of November, 2025.



CITY OF PHARR, TEXAS


AMBROSIO HERNANDEZ
MAYOR

ATTEST:


IMELDA PEREZ, CITY CLERK