



August 8, 2024

Mr. Mike Amador  
Facilities Management Director  
Tarrant County  
100 East Weatherford  
Fort Worth, Texas 76196

Dear Mr. Amador,

Downtown Fort Worth Initiatives, Inc. ("DFWII"), producers of the GM Financial Parade of Lights, respectfully requests the support of the Tarrant County Commissioners Court for the use of several areas in and around a parade route along Weatherford Street, from Friday, November 22 through Sunday, November 24, 2024.

In summary:

1. We respectfully request the use of the surface lot located east of Burnett Street between Weatherford and 2<sup>nd</sup> Streets for staging motorized vehicles;
2. We respectfully request access to the parking garage located on Weatherford for volunteer parking. Weatherford Street and surrounding streets close at 4:00 PM on Sunday;
3. We will place portable chairs in the north parking lane of Weatherford (nothing on the sidewalks), and construct deck/chair seating on the south side of Weatherford, between Main and Commerce Streets, located only on the sidewalks. Installation begins on Saturday, and with removal following the end of the parade and possibly into Monday, affecting the south lane of parking only);
4. We would like to place portalets on the Commerce Street and Houston Street sidewalks for general public use. These will not be on county property.

Here's a tentative timeline:

- **Friday, November 22**

- Signs will go out along Weatherford Street, north and south lanes, stating "No Parking on Sunday," to warn those who might be "checking in" to the jail for the weekend and also workers who may consider parking on the street on Sunday. Meters will be bagged on Sunday.

- **Saturday, November 23**

- **SPECIFIC REQUEST REGARDING COUNTY PROPERTY:**
  - Erect a small announce stand on the steps on the steps of the southern side of the Courthouse at Weatherford Street

- **Sunday, November 24**

- 6:00 AM
  - Weatherford Street closes for staging.
  - All meters will be bagged in these areas.

- Area bordered by Taylor (including Taylor), 3<sup>rd</sup> (including 3<sup>rd</sup>), Henderson (NOT including Henderson) and Weatherford (NOT including Weatherford) closed for staging
- 10:00 AM
  - **Parking garage available for volunteers and participant parking (Tarrant County Garage)**
  - Surface parking lot to the east of the garage available for staging of automobiles, etc. (marked, “NO PARKING SUNDAY”)
  - Florence, Cherry, Burnett, Lamar and Taylor Streets close between Belknap and Weatherford (local access to all facilities allowed)
- 4:00 PM
  - Parade Route begins to close
- 5:00 PM
  - Parade begins to advance to lineup in Weatherford Street
- 5:45 PM
  - Parade moves into Weatherford between Commerce and Houston to start parade process.
  - Star Spangled Banner
- 7:30/8:00 PM
  - Parade ends
  - Staging area cleaned and cleared, street sweeping, etc.

All seating will be removed Sunday night.

Thank you for your support, and I look forward to working with you!

Regards,



John C. “Jay” Downie, CFEE  
Director, Events  
Downtown Fort Worth Initiatives, Inc.