

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PARKS AND RECREATION DEPARTMENT**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director, Parks and Recreation Department

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa B. Vossmer; Finance; Management and Budget; Legal; File

SUBJECT: Ordinance Authorizing the Temporary Closure of a Portion of Alamo Street for the 2003 Christmas Tree Lighting Ceremony

DATE: November 6, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the temporary closure of a portion of Alamo Street for the 2003 Christmas tree lighting ceremony.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance authorizes the temporary closure of Alamo Street between Houston and Commerce Streets from 5:00 P.M. to 7:00 P.M. on Friday, November 28, 2003 so that the City and HEB may conduct the annual Christmas Tree lighting ceremony in Alamo Plaza. This temporary closure is necessary in order to provide for the safety of those attending this event.

POLICY ANALYSIS

The City has co-sponsored the annual Christmas Tree lighting ceremony in Alamo Plaza for a number of years. This action is consistent with this policy.

FISCAL IMPACT

HEB will provide the cost of street barricades for this event, in addition to their funding for the tree and tree lighting. The City will provide the traffic control and rerouting traffic during the


ceremony, in addition to providing entertainment, technical equipment, portable stage, seating and set up.

COORDINATION

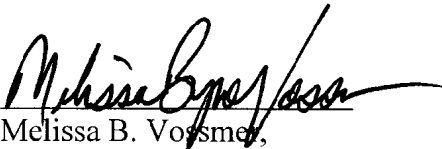
This street closure has been coordinated with the Public Works Department and the Police Department.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is not required.



Malcolm Matthews,
Director of Parks and Recreation



Melissa B. Vossmer,
Assistant City Manager

Approved:



for Terry M. Brechtel
City Manager