

**CITY OF SAN ANTONIO
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Roland Lozano, Assistant to the City Manager

SUBJECT: Street Closure on North Main between Commerce and Dolorosa.

DATE: November 18, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance approves the closure for temporary street closure of North Main between Commerce and Dolorosa on Saturday December 11, 2004, from 12:00 p.m. to 4:00 a.m. in order for San Fernando to hold its Annual Celebracion a La Virgen de Guadalupe. The closure is requested by Jackeline Cacho and is located in City Council District 1.

Staff recommends approval.

BACKGROUND INFORMATION

This closure has occurred for the past several years and is a recurring event.

POLICY ANALYSIS

This request is consistent with the City policy for the closure of public streets.

FISCAL IMPACT

The City will receive revenues of \$75 from this event and there will be no additional costs incurred.

COORDINATION

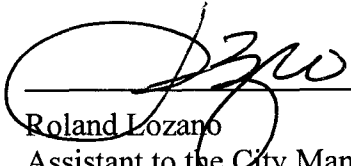
The temporary street closure plan has been coordinated with the Public Works Department, the Traffic Division of the Police Department, the E.M.S. Division of the Fire Department, and VIA Metropolitan Transit.

SUPPLEMENTARY COMMENTS

All signs, barricades, fees, clean-ups, and off-duty police as may be required by the Police Department or the Public Works Department shall be the responsibility of the user.

ATTACHMENTS

Letter of request, acknowledgment form-approval of all businesses and residences fronted by this closure, agreement form, and grid map.



Roland Lozano
Assistant to the City Manager

CITY OF SAN ANTONIO
STREET CLOSURE AGREEMENT

WHEREAS, Applicant (undersigned) has requested the temporary closure of certain streets to vehicular traffic in order to hold a special event, to wit: MAIN (street name)

WHEREAS, the City of San Antonio requires the execution of this agreement establishing the legal obligations of the person or organization requesting said street closure before reviewing said request;

NOW THEREFORE: The undersigned, by requesting this special use of a public right-of-way agrees to the following terms and conditions:

TERMS

1. The user organizations will provide signs, barriers, and off duty police personnel as may be required by the Police Department or the Public Works Department for the requested closure, to protect participants in the activities, or rerouted traffic.
2. Pay all fees and license charges, and be responsible for clean up afterwards.
3. Assume all risk inherent in this undertaking, and to identify and hold harmless the City of San Antonio from any and all cost, liability, or damage arising from or growing out of the requested usage.
4. A 20-foot wide unobstructed lane must be maintained through the entire length of the right-of-way closure for emergency vehicle access.
5. If the requesting party elects to set up and maintain traffic control devices (including barricades), they must comply with the training requirements of section 6A-6 of the *Texas Manual on Uniform Traffic Control Devices*.

AUTHORITY

The undersigned hereby represents and warrants that he or she has full authority to execute this agreement on behalf of the requesting party.

ACCEPTED AND AGREED TO THIS 5th day of NOVEMBER, 2004.

Applicant
(Requesting Party)

BY: 

TITLE: Coordinador de eventos

**STREET CLOSURE
ACKNOWLEDGEMENT FORM**

We, the undersigns, **APPROVE** or **DISAPPROVE** the temporary street closure of

(Street Name) MAIN ST in front of SAN JERONIMO CATHEDRAL

from (Street Name) Dolorosa

to (Street Name) Commerce

• This street closure is requested by Jackeline Cacho
Located in City Council District # 1

- We understand that during the time of closure we will be denied vehicular access to our property.
- Acknowledgment in writing from all persons whose property front the street being closed, and from those whose driveways are on that street, regardless if attending the event or not.

DO NOT SIGN BELOW IF TOP PORTION HAS NOT BEEN FILLED OUT

<u>SIGNATURE</u>	<u>ADDRESS</u>	<u>APPROVAL/DISAPPROVAL</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

STREET CLOSURE

STREET CLOSURE ACKNOWLEDGEMENT FORM SAN ANTONIO POLICE DEPARTMENT

Public Works Department
Engineering and Traffic Division
Attn: John Rodriguez
1901 South Alamo
San Antonio, TX 78204
Office: 207-7755 Fax: 207-4441

Please complete items 1-20 then forward to the above address or fax:

1. Street to be closed: Main St between Commerce and Delarosa
2. Closed from (intersecting street name): Commerce and Delarosa
To (intersecting street name): _____
3. Date to be closed: Saturday December 11, 2004
4. Time to be closed: 12:00 PM - 3:00 PM
5. Time to be re-opened: By 4:00 PM
6. Purpose of Closure: Celebration A la Virgen de Guadalupe
7. Estimated number of people: 1000 ±
8. What will be happening in the closed area? Crowd Control
9. Will vehicles be allowed inside closure? Showmobile and Satellite Truck
10. Applicant's name: Jacqueline Cacho
11. Applicant's address: 04107 Medical Unit 6203 78229
12. Applicant's telephone number: 789-5909
13. Certified Barricade Company used for closure: AMERICAN SIGNAL
14. Contact person with certified barricade company: Deen Jordan
15. Has a detailed traffic control plan been submitted and approved by Public Works?
(Circle one) YES or NO
16. Will off-duty Police Officers be hired for traffic control? (Circle one) YES or NO
17. Off-duty Police Officers' name: Herman Jackson - William Jenkins
18. Off-duty Police Officers' phone number: 207-7020
19. Off-duty Police Officers' Department name: _____
20. Locations around street closure that officers will be placed: By barricade on Delarosa and Commerce

I certify that the information provided above is true and correct to the best of my knowledge.

(Signature) Jacqueline Cacho

(Date) 11/5/04

▼ OFFICE USE ONLY ▼

Public Works - Engineering and Traffic Division will complete the following:

The Engineering and Traffic Division of Public Works has reviewed this document and the street requested DOES / DOES NOT fall under our major roadway guidelines. Based on the information currently available, the Engineering and Traffic Division WILL / WILL NOT recommend this closure to Council.

San Antonio Police Department - Traffic Section will complete the following:

1. Based on the information provided above the applicant WILL / WILL NOT need to have Off-duty Police officers assigned to work traffic around the street closure.
2. Officers will need to be placed at the following locations: Sec 20
3. The San Antonio Police Department DOES / DOES NOT recommend approval of your street closure application.
Signature / Date: [Signature] 11-8-04
4. Reason for denial (if applicable): _____

**ACKNOWLEDGEMENT FORM
SAN ANTONIO FIRE DEPARTMENT**

Public Works Department
Engineering and Traffic Division
Attn: John Rodriguez
1901 South Alamo
San Antonio, TX 78204
Office: 207-7755 Fax: 207-4441

Please complete items 1-7 then forward to the above address or fax:

1. Street to be closed: Commerce "Main St" in front of Cathedral
2. Closed from (intersecting street name): Dolorosa @ Main + Commerce @ Main
To (intersecting street name): _____
3. City Council District #: 1
4. Date of Closure: Saturday, Dec. 11, 2004
5. Beginning Time of Closure: 12:00 Noon
6. Ending Time of Closure: 4:00 AM
7. The persons' name and telephone number responsible for the request:
(Name) DEEP JORDAN (Phone #) 207-3125

▼ OFFICE USE ONLY ▼

Public Works – Engineering and Traffic Division will complete the following:

The Engineering and Traffic Division of Public Works has reviewed this document, and the street requested **DOES / DOES NOT** fall under our major roadway guidelines. Based on the information currently available, the Engineering and Traffic Division **WILL / WILL NOT** recommend this closure to Council.

The San Antonio Fire Department will complete the following:

1. We have reviewed the site plan showing any and all obstructions on the roadway, and this site plan **WILL / WILL NOT** leave access for the 20' wide fire lane for emergency vehicle access.
2. The San Antonio Fire Department **DOES / DOES NOT** recommend approval of this street closure application.

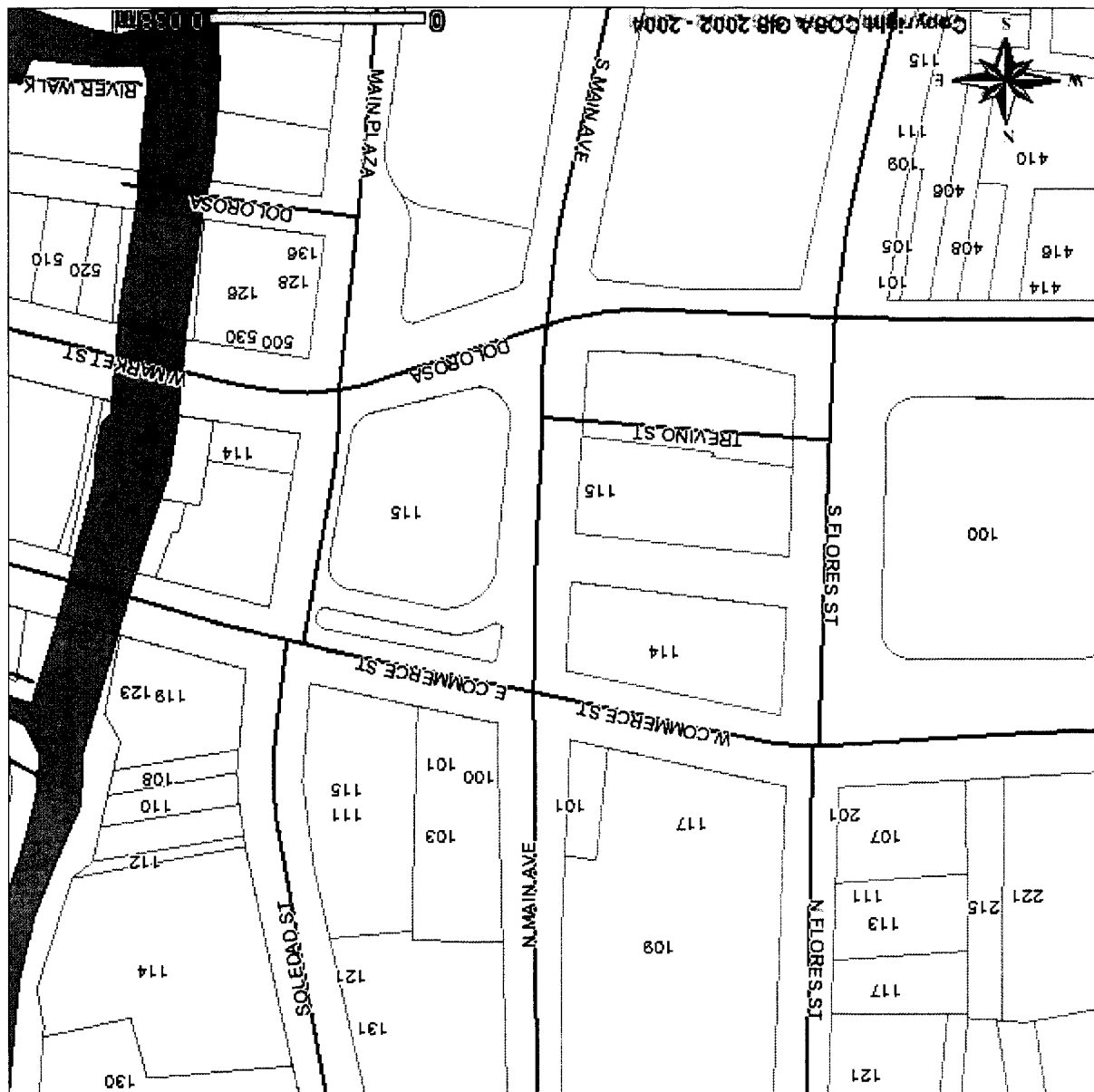
Signature: [Signature]

Title: Captain

Date: 11-8-04

Reason for Denial (if applicable): _____

N. Main Avenue between W. Commerce and Doloresa





N. Main Avenue between W. Commerce and Dolorosa