

**CITY OF SAN ANTONIO  
OFFICE OF THE CITY MANAGER  
CITY COUNCIL AGENDA MEMORANDUM**

**TO:** Mayor and City Council

**FROM:** Roland Lozano, Assistant to the City Manager

**SUBJECT:** Temporary Street closure of Castleridge between Pinn Road and Military Drive West.

**DATE:** April 21, 2005

**SUMMARY AND RECOMMENDATIONS**

This ordinance approves the temporary street closure of Castleridge between Pinn Road and Military Drive West on Sunday June 5, 2005 from 7:00 a.m. to 11:00 p.m. in order for Resurrection of the Lord Catholic Church to hold its annual Church Festival. The closure is requested by Resurrection of the Lord Catholic Church and located in City Council District 6.

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**

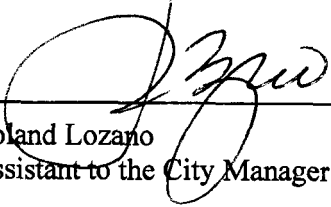
The temporary street closure plan has been coordinated with the Public Works Department, the Traffic Division of the Police Department, the E.M.S. Division of the Fire Department, and VIA Metropolitan Transit.

**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
- Street Closure Acknowledgment Form, approved by all businesses and residences fronted by this closure
- Grid map

  
\_\_\_\_\_  
Roland Lozano  
Assistant to the City Manager



03/04/05

15:32

TRAFFIC DIVISION S.A.P.D. → 74441

NO. 039 003

0003/01

03/04/2005 FRI 14:30 FAX

03/24/2003 15:39 218-207-4418

ENGINEERING&amp;TRAFFIC

PAGE 03

## STREET CLOSURE ACKNOWLEDGEMENT FORM SAN ANTONIO POLICE DEPARTMENT

Please complete items 1-20 and then forward this form to:

ENGINEERING & TRAFFIC DIVISION  
ATTN: CBD COORDINATOR  
114 W. Commerce (8<sup>th</sup> Floor)  
San Antonio, TX 78207  
Office: 207-7755 Fax: 207-4418

- Eggleston, V. J.
1. Street to be closed: 6800 Block Castledale
  2. Closed from (Intersecting street name): Pine Road  
To (Intersecting street name): Military Dr. West
  3. Date to be closed: 06-0-0
  4. Time to be closed: 0700 hrs.
  5. Time to be re-opened: 2300 hrs.
  6. Purpose of Closure: Church Festival
  7. Estimated number of people: 50
  8. What will be happening in the closed area? Religious Crossing / unloading
  9. Will vehicles be allowed inside closure? Delivery, loading / unloading - no parking
  10. Applicant's name: Remembrance of the Lord Catholic Church
  11. Applicant's address: 7990 Military Dr. West
  12. Applicant's telephone number: 210-675-1470
  13. Certified Barricade Company used for closure: Fluckers Equipment Co.
  14. Contact person with certified barricade company: \_\_\_\_\_
  15. Has a detailed traffic control plan been submitted and approved by Public Works?  
(Circle one) YES or NO
  16. Are off-duty Police Officers being hired for traffic control? YES or NO
  17. Off-duty Police Officers' name: Alfred Rodriguez - Albert Huerfano
  18. Off-duty Police Officers' phone number: 207-7420 & 256-0585
  19. Off-duty Police Officers' Department name: San Antonio Police Dept
  20. Locations around street closure that officers will be placed: Pine Rd @ Castledale  
Castledale @ Military Dr. West
- I certify that the information provided above is true and correct to the best of my knowledge.  
(Signature) Maria M. Sanchez, Sec. (Date) 01-24-05

This document has been reviewed by the Engineering & Traffic Division of Public Works 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 following will be completed by San Antonio Police Department- Traffic Section)

1. Based on the information provided above the applicant WILL or WILL NOT (circle one) 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: See 20
3. The San Antonio Police Department DOES or DOES NOT recommend approval of your street closure application. Signature / Date: [Signature] 3-4-05
4. Reason for denial (if applicable): \_\_\_\_\_

03/24/2003 15:39

218-287-4418

ENGINEERING&amp;TRAFFIC

PAGE 04

# ACKNOWLEDGEMENT FORM SAN ANTONIO FIRE DEPARTMENT

Please provide the San Antonio Fire Department with the following information:

1. Street to be closed: 6800 Block of Chisholm
2. Closed from (intersecting street name): Pinn Road  
To (intersecting street name): Military Drive West
3. City Council District #: 6
4. Date of Closure: 06-04-05
5. Beginning Time of Closure: 0700 hrs.
6. Ending Time of Closure: 2300 hrs.
7. The person's name and telephone number responsible for the request:  
Maia M. Sanchez, Secretary 210-675-1470
8. Please prepare a site plan and call Fire Prevention at 207-8410 to schedule an inspection of proposed site closure.

This document has been reviewed by the Engineering & Traffic Division of Public Works 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 following will be completed by San Antonio Fire Department)

1. We have reviewed the site plan showing any and all obstructions on the road way, 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

Title:

Date:

Capt Dennis Rodriguez  
Fire Inspector  
3/1/05

## CONTACT:

Fire Marshall's Office  
San Antonio Fire Department  
115 Auditorium Circle  
San Antonio, TX 78205  
Office: 207-8410 Fax: 207-7949  
Capt. Rodriguez

## STREET CLOSURE ACKNOWLEDGEMENT FORM

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

(street name) 6800 Block of Castlebridge

from (street name) Penn Road

to (street name) Military Drive West

• This street closure is requested by Resurrection of the Lord  
Located in City Council District # 6

• We understand that during the time of closure we will be denied vehicular access to our property.

• Acknowledgment in writing from all persons whose house or business 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**

<b><u>SIGNATURE</u></b>	<b><u>ADDRESS</u></b>	<b><u>APPROVAL/DISAPPROVAL</u></b>
1.		
2.	There are no businesses or residence	
3.	which front this location. The only	
4.	driveway, belongs to the church	
5.	M. Sanchez.	
6.		
7.		
8.		
9.		
10.		

**STREET CLOSURE**

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: 6800 Bl. of Cantrell (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.

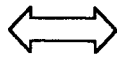
ACCEPTED AND AGREED TO THIS 4<sup>th</sup> day of January, 2005

Applicant  
(Requesting Party)

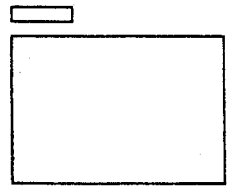
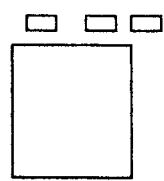
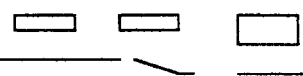
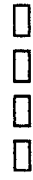
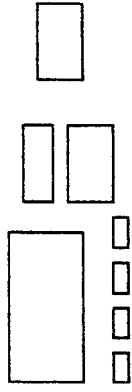
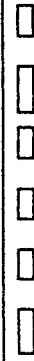
BY: Maria M. Sanchez

TITLE: Sec. Sup. Manager

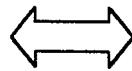
PINN ROAD



C  
A  
S  
T  
L  
E  
R  
I  
D  
G  
E



CHURCH GROUNDS AND BUILDINGS



MILITARY DRIVE WEST

⊗ - Fire Plugs

**Site Plan**